

**Minutes**

October 20, 2020

2:00-4:00 pm

SC213C/TEAMS

**Attendance** –Beka Grulich, Chris Medina, Gus Pacchiega, Ashlyn Robb, Kristen Nuesmeyer, Nate Mathis, Ransom Cundick, Kellie Hancock, Candida Johnson, Kylee Keele, Stacy Fowler, Nathan Gerber, Natalie Healy, Michael Snapp, Bjorn, Engebretsen, Julia Escobar, Alison Jensen, Trish Baker, Jakell Larson, Silvia Lobendahn, Chad Johnson, Zach Hoskin, Todd Olsen, Ben Burk, Collin Craig, Dalene Rowley, Kim Schollenberger, Natalie Shelley, Megan Densley, Marilyn Meyer

**Absent** – Alex Gebers, Savannah Olson, Beth Reid, Bonnie Mortensen

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**Welcome, Approval of Minutes, Administrative Updates**

- ***PACE Administrative AVP- Marilyn Meyer***
- ***Faculty Senate (Anne Arendt)***
- ***UVUSA (Bjorn, Engebretsen)*** ELO to find out how students are doing with online learning, Working on Inclusion.
- ***Minutes – Sept 2020 minutes*** Approved

**New Business**

**Fact finding Document – Beka** Did everyone get a chance to see that and initial thoughts? University has received negative feedback from faculty and staff as to how fact-finding process works. As PACE we need to make sure we are not dealing with these situations, they are turned over to HR to make sure it is handled correctly. This document spells things out and gives information on how and where to go for help/support.

**2:30 – Policy 162 Title IX Sexual Harassment Robin Maras, Jennifer Gallagher and Alan Drage.** Policy is in stage 1, they wanted to let us know of the changes that are coming.

**3:10 - Policy 104 Advisory Boards, Scott Cooksey Jerry Henley and Melanie Lafranca:** What does someone need to have to qualify for the advisory board? An online form is filled out and the form is taken to the board of trustees.

**Committee Reports**

**Benefits (Trish Baker):** The Benefits meeting was rescheduled and hasn't happened yet. Benefits is in the process of getting EAP covered for part time employees. The cost was doable to add PT employees to the EAP benefit until the end of the year.

**Bylaws and procedures (Natalie Shelley):** Nothing new to report.

**Elections (Stacy Fowler):** Nothing new at this time, looking to use Qualtrics

**Employee Recognition (Natalie Healey):** Needs the go ahead to move wolverine sightings totally online. Ashlyn will double check with Christine and make sure we are good to move forward. Natalie will get Beka a count of how many wolverine sightings have been awarded and how many cards have been picked up. Also hoping to open the nomination process earlier so that we can get more nominations. Will make a video to explain how to nominate.

**Events (Kylee Keele):** Working with Cinemark to rent out movie theaters for Winter social. Doing movies during multiple times and possibly over multiple days. Work with catering to have snacks. Wolverine pride will donate some of their funds for a swag item, any ideas on what we could give.

**Marketing and Communication (Collin Craig):** Wondering if the PACE Holiday Calendar is correct?

**Legislative Affairs (Jakell Larson):** Nothing new to report. After elections constitutional amendment day will start. Only in person for Legislature and interns, all others will be invited virtually. Go and vote, make your voice heard.

**Policy Review (Ben Burk):** 162 and 165 were recently revised and are being revised again. 366 ends today, Finance and admin sent comments for approval. Keeping their email, a parking permit, comments submitted by finance and admin were approved as official PACE comments. 637 Faculty Tenure is ending the end of this month. Most of the comments are editorial, there are a few substantive ones for approval. Comments were accepted and approved by board.

**Professional Development (Michael Snapp):** Been getting lots of requests for scholarship money. Next step is reworking Staff Development fund, more info for next meeting.

**Service & Scholarship (Kellie Hancock):** Nothing new to report.

**Wolverine Pride (Chris Medina):** Getting his committee together, making plans for what they will be doing moving forward.

### **Action Items:**

#### **Senator Reports**

##### **Academic Affairs:**

**Finance and Administration:** Discuss Great Colleges to work for survey. Please look at the results and come to the next meeting with results that PACE can implement to make the employee experience better. Send your information to Beka and Marilyn, so that these comments can be discussed at the UEC meeting next week.

##### **Institutional Advancement:**

##### **University Relations:**

**Student Affairs:** Survey feedback and discussion. Will forward it to Marilyn.

**Planning, Budgets & HR:** NWCCU will be here Thursday and Friday, just a heads up they may want to meet with you. PBA presentations are starting tomorrow, join the call if you would like to see what is happening.

### **Important dates**

### **Q&A:**

#### **Next Meeting:**

*Minutes taken by Ashlyn Robb*

*Meeting dismissed at: 3:52*