

Agenda

May 24, 2022 2:00-4:00 pm

SC 213c or [Teams](#)

Invitees: Beka Grulich, Christine Peterson, Andrea Betts, Antonia Vazquez, Beth Reid, Bonnie Mortensen, Bryson Finley / Keaton Bennett, Candida Johnson, Carlos Alarco, Chad Johnson, Chris Medina, Curtis Pendleton, Daniel Delgadillo, Emmy Bell, Gus Pacchiega, Hilary Hungerford, Jakell Larson, Julia Escobar, Justine Gamble, Kelly Wixom Kim Barraclough, Kristen Nuesmeyer, Kylee Keele, Laura Lewis, Marilyn Meyer, Melisa Zobell, Michael Snapp, Natalie Shelley, Nathan Gerber, Ransom Cundick, Silvia Lobendahn, Stacy Fowler, Tiffany Sheth, Whitney Lemone

Guests: Matt Serrao, Drew Burke, James Duncan, John Richards

Attendees: Christine Peterson, Andrea Betts, Antonia Vazquez, Beka Grulich, Beth Reid, Bonnie Rodriguez-Mortensen, Candida Johnson, Daniel Delgadillo, Drew Burke, Emmy Bell, Gus Pacchiega, James Duncan, Julia Escobar, Justine Gamble, Kristen Nuesmeyer, Kylee Keele, Laura Lewis, Matt Serrao, Melisa Zobell, Michael Snapp, Natalie Shelley, Nathan Gerber, Ransom Cundick, Sam Gedeberg, Silvia Lobendahn, Stacy Fowler, Tiffany Sheth, Carlos Alarco, Chris Medina, Kelly Wixom, Keaton Bennett, John Richards

Welcome, Approval of Minutes, Administrative Updates

- **Welcome – Beka**
 - *Welcome Kelly Wixom replacing Kristen Konakis early*
- **Minutes Approval – [04-19-2022 General Board Minutes](#) [04-19-2022 General Board Recording](#)**
 - **Chris approved Ransom 2nd**
- **Faculty Senate (Hilary Hungerford)**
- **UVUSA (Bryson Finley / Keaton Bennett) -Executive VP for UVUSA**
 - Attended ULA in Dixie to learn from other Student Leaders
- **Executive Updates – Marilyn**

Action Items:

- Policies
 - 2:05 [112 Social Media](#) – Matt Serrao, Senior Director of Social Marketing
 - Audit was conducted by 3rd party – identified over 800 social media accounts UVU branded
 - Working on aligning across university
 - Providing guidelines on starting new accounts, how to manage them
 - Andrea Betts would like to meet with Matt regarding Clubs and Social Media
 - 2:20 [324 Drug & Alcohol-Free Workplace](#) – James Duncan / Drew Burke
 - Outlines federal laws that govern drugs and alcohol on campus
 - Covers what is prohibited and what is not prohibited
 - Covers medical cannabis card and what is allowed
 - You can do what you want when not working, but cannot be impaired at work
 - This policy is employment side only. Students are directed through police.
 - Alcohol is still not allowed to be purchased except if hosting a donor
 - If suspicion of impairment, the employee is transported for testing by the university
 - 2:35 [210/251 University Travel Procedures](#) – John Richards
 - 210 – Independent Contractors
 - Updated in 2007
 - Internal audit recommendations being implemented
 - Include best business practices

- Large liability and legal issues without an agreement in place
- Will be a big procedure/culture change on campus
- Creates dollar threshold under which separate procedures will be provided by Procurement to expedite independent contractor processing.
- MyUVU has Adobe Sign to initiate form
- Preferred now but will be required when the policy rolls out
- 251 – Traveling on University Business
 - Last updated 2017 before Concur launched
 - Flexibility in responding to industry changes or other factors, such as a global pandemic
 - Internal audit recommendations being implemented
 - Current policy includes dollar values and now it will refer to guidelines and procedures so they can be updated without changing policy
 - Nothing in guidelines should be new, it is just combined into one document
 - Requirement of Dean or AVP to approve guest travel
 - Made clarifications and updates to definitions and language per internal audit recommendations (sleeping quarters, conference itineraries, etc.)
- PACE election results – Stacy Fowler –
 - ***Please keep confidential until PACE email announcement
 - *President Elect / President:* Daniel Delgadillo
 - *Executive Vice President:* Colton Simons (1 year appointment)
 - *Vice President:* Susan Dunn
 - *Bylaws and Procedures Committee Chair:* James Duncan
 - *Elections Committee Chair:* Hasmik Sargsian
 - *Events Committee Chair:* Julia Escobar
 - *Legislative Affairs Committee Chair:* Justin Jones
 - *Professional Development Committee Chair:* Alison Jensen
 - *Wolverine Pride Committee Chair:* Chris Medina
 - *Academic Affairs Senators:* Sara Moore and Silvia Lobendahn
 - *Institutional Advancement Senator:* Dena Scott
 - *Administration and Strategic Relations Senator:* Josh Woolbright
 - *Student Affairs Senator:* Christian Heftel
 - *Planning, Budget, and Finance Senator:* Chris Neff
 - *People and Culture Senator:* Kelly Wixom
 - *University Marketing and Communications Senator:* Candida Johnson

Committee Reports

- **Benefits** (Laura Lewis):
- **Bylaws and procedures** (Natalie Shelley): Not here
- **Elections** (Stacy Fowler):
- **Employee Recognition** (Emmy Bell):
 - Looking for volunteers for awards committee
- **Events** (Kylee Keele):
- **Legislative Affairs** (Jakell Larson):
 - Jakell going to Law school in August
- **Marketing and Communication** (Nathan Gerber):
- **Policy Review** (Ransom Cundick):
- **Professional Development** (Michael Snapp):
 - Tree planting for Earth Week
 - Writing a business continuity plan to pass on
- **Service & Scholarship** (Justine Gamble):
 - Awarded 6 scholarships \$1,600 and 5 \$1,000
 - \$6600 total
 - Nontraditional and first gen focused
 - 200 applicants
- **Wolverine Pride** (Chris Medina):
 - Baseball game well attended

Senator Reports

- **Academic Affairs:**
 - First Academic Affairs staff luncheon, June 14
- **Administration & Strategic Relations:**
 - Pay deferential – Marilyn
- **Digital Transformation (Whitney Lemone):**
 - Christina Baum new VP
 - Moving to Champions Building (off Geneva Rd)
- **Institutional Advancement (Tiffany Sheth):**
 - New building – ready in late winter
- **People & Culture (Kelly Wixom):**
 - New to board
- **Planning, Budgets & Finance (Gus Pacchiega):**
- **Student Affairs:**
 - New annual review – complaints about notification process. Supervisors thinking they had completed but still had to finalize.
 - Would like interactive map boards across campus with Wayfinding
 - Master's programs – staff education fund
- **University Marketing & Communications (Candida Johnson):**
 - Birthday cake for Julia Escobar's birthday for transition lunch
 - Hiring PBA open positions

New Business

Important dates:

Q&A:

Next Meeting:

- June 21, 2 – 4 pm – PACE Annual Membership Meeting
- June 28, 12 – 2 pm – PACE Transition Lunch