

**Minutes**

February 16, 2021

2:00-4:00 pm

SC213C/TEAMS

**Attendance** – Anne Arendt, Beka Grulich, Ben Burk, Candida Johnson, Chris Medina, Collin Craig, Dalene Rowley, Gus Pacchiega, Beth Reid, Ashlyn Robb, Julia Escobar, Alison Jensen, Jakell Larson, Kellie Hancock, Kim Schollenberger, Kylee Keele, Linda Makin, Marilyn Meyer, Natalie Healy, Nathan Gerber, Ransom Cundick, Savannah Olson, Silvia Lobendahn, Stacy Fowler, Trish Baker, Zach Hoskin, Nate Mathis, Bonnie Mortensen, Trish Baker, Michael Snapp, Kristen Nuesmeyer

**Absent** – Alex Gebers, Todd Olsen, Bjorn Engebretsen, Natalie Shelley

Guests – David Connelly, Cara O’Sullivan, Susan Thackeray

---

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

- ***PACE Administrative AVP- Marilyn Meyer*** Get performance reviews done by March 1, the sooner the better to give leaders time to review
- ***Faculty Senate (Anne Arendt)*** Policies that they are going over and working on getting through senate.
- ***UVUSA (Bjorn, Engebretsen)***
- ***Minutes – approved***

**New Business**

Policy 522 & 525 – David Connelly, Susan Thackeray -2:10 Second Stage of these policies. 522 and 525 merging. Revising the fee structure associated with this policy. This policy will help employees to get credit for experience and not have to take a class for something they have been working in for “X” amount of years. Restructuring fee policy to comply. Please give comments on these policies in the spreadsheet in the team’s channel by March 10<sup>th</sup>. We can request an extension for this so that we have a month to respond. Please get comments in 1 week before our next meeting.

Policy 101 – Linda and Cara – Entering Stage 2, Top 4 questions were: how would Equity assessment committee function and be appointed? Should that information be detailed in this policy?

2. University guidelines housed on policy website? Should they be continued or disbanded? If they are going away where will they be housed?

They will get us the written response to the comments that came in.

Stage 2 ends April 15<sup>th</sup> place your comments in the team’s channel to keep this policy moving forward.

Distinguished Employee Awards – Natalie – Moved from DocuSign to Qualtrics. Need to keep them under 350 characters. Please, please go nominate someone for this award. Next month we will revisit the requirement for 3 year to be eligible for award. A discussion will happen for this moving forward.

Legislative Session – Jakell – performance and growth funding requested to be funded in full. State has more funding than we expected for building, hoping that UVU can get some of those funds.

Subscribe to email to get weekly email updates on what is happening on the hill.

PACE Hoodie reorder – Ashlyn – Kylee and I will be getting word out to those who signed up for

Summer University – Candida – We are doing a summer university this year. Not doing classes to go to but doing “Ted Talk” type videos that individuals can watch anytime or join a socially distanced group in the Regan theatre for those interested. Possibly a drive-in movie. Guest Speaker will be in the UCCU center. Date: May 17, 18 & 19. Golf tournament and service projects will still happen.

Theme for this year – We’re all in this together – UVU style.

## Committee Reports

**Benefits (Trish Baker):** In the middle of redoing the plan for next year. Sick Pool or extended leave. Administrative level to do sick pool is hard, HIPAA confidentiality is card and fairness is a concern. Looking at what other schools are doing and if we can do something along those lines. Looking at doing extended leave up to 30 days.

**Bylaws and procedures (Natalie Shelley):**

**Elections (Stacy Fowler):** Elections will be coming up. Think of someone you can nominate

**Employee Recognition (Natalie Healey): Go Nominate!**

**Events (Kylee Keele):**

**Marketing and Communication ():**

**Legislative Affairs (Jakell Larson):**

**Policy Review (Ben Burk):** Policies to vote on and policies to give comment on. Policy 324 no comments to review. Policy 644 had comments to review. 4.2.1 Are any staff supervised by the department chair. 5.1.1 Staff would like to be eligible to vote for Department Chair. PACE feels that staff should be allowed to vote for department chairs. The Admin plays a huge role in working with the department chair and should be allowed to vote. Voted on comments for policy 644 with a unanimous vote of approval.

**Professional Development (Michael Snapp):** Grateful people who have taken advantage of staff education fund. Working on bylaws on professional development fund. Rewording and making sure that bylaw works for us currently.

**Service & Scholarship (Kellie Hancock):** Waiting for scholarship deadline to close March 1. Then the committee will review and finalize those finalists.

**Wolverine Pride (Chris Medina):** Looking at doing a “design our wolverine pride t-shirt”. Looking at doing a walk-a-thon to raise money for the UVU emergency fund.

Chad Foote help with getting employees out to the sporting events and allowing Wolverine Pride to give out tickets.

## Action Items:

### Senator Reports

**Academic Affairs:** When will tables be available for employees to use around campus? Performance review grumblings about the ratings.

**Finance and Administration:** Interested in seeing glass recycling on campus. Is this something we can provide? Wolverine sightings are for everyone? The Wolverine Sightings committee are looking on rewording to make open to everyone.

Great Colleges to work for survey and what are the results? Looking at doing some focus groups and want to work on communication and we want results.

**Institutional Advancement:** Transitioning with Scott Cooksey retirement. New building.

**University Marketing and Communications:** Nothing

**Student Affairs:** Nothing

**Planning, Budgets & HR:** Nothing

## Important dates

### Q&A:

**Next Meeting:** March 16, 2021

*Minutes taken by Ashlyn Robb*

*Meeting dismissed at:*