

PACE General Board Meeting Agenda

August 16, 2022 2:00-4:00 pm

SC 213c (Board of Trustee's Room)

Invitees: Alison Jensen, Andrea Betts, Antonia Vazquez, Beka Grulich, Candida Johnson, Carlos Alarco, Chris Medina, Chris Neff, Christian Heftel, Christine Peterson, Daniel Delgadillo, Dena Scott, Emmy Bell, Hasmik Sargsian, Hilary Hungerford, James Duncan, Josh Woolbright, Julia Escobar, Justin Jones, Justine Gamble, Keaton Bennett, Kelly Wixom, Kim Barraclough, Kristen Nuesmeyer, Laura Lewis, Marilyn Meyer, Melisa Zobell, Nathan Gerber, Nikki Scott, Ransom Cundick, Sam Gedeberg, Sara Moore, Silvia Lobendahn, Susan Dunn, Whitney Lemone - *Would like to participate Owen Miller, CET Outreach*

Excused: Beka Grulich, Marilyn Meyer, Christine Peterson, Kelly Wixom, Melisa Zobell, Justin Jones

Absent: Hilary Hungerford, Keaton Bennett, Ransom Cundick, Carlos Alarco, Sam Gedeberg, Josh Woolbright, Whitney Lemone, Candida Johnson

Guests: Shari Warnick

Welcome, Approval of Minutes, Administrative Updates

- **Welcome** – Susan Dunn & Nikki Scott
- **Minutes Approval** – [07.19.2022 General Board Minutes](#) Call for approval – Nathan Gerber, 2nd Kristen Nuesmeyer
- **Faculty Senate** – Hilary Hungerford (not in attendance)
- **UVUSA** – Keaton Bennett (not in attendance)

Action Items:

- **Questions for PACE Board BBQ /w President**
 - ~~September 1~~ but may change to October 5 (Check with Emmy Bell)
 - Senators ask your division for questions – *given the assignment to check with each staff member in their responsibility*
 - Submit questions through pace@uvu.edu ✓
- **General Board Picture & Headshots** – After September 20 Board Meeting ✓
 - Stairs in the new Gateway Building
 - Wear black or green shirts if possible
 - Headshots after group photo: Emmy Bell, Daniel Delgadillo, Ransom Cundick, Sara Moore, Christian Heftel, - *let Christine know if you would like to update yours*
- **New Marketing Campaign** – Shari Warnick -*will share stack with Christine – Primary, secondary, Tertiary, Graphic*
 - Check out the new University Marketing Website – Create, build, schedule; Explore the Brand Guide; DOWNLOADS – PPT presentations
 - *Digital logo downloads – request link with Matt Chambers – (Emmy Bell put link in chat)*
 - Requested Printing Services to come present when ready
- **PACE email Signature** – Nathan Gerber
 - Make sure everyone is using a PACE email signature when communicating as a PACE member
 - www.uvu.edu/marketing/templates/email-signature viewed and discussed - any questions contact Nathan

Daniel
arrived

Committee Reports went last to first (☺)

- **Benefits** (Laura Lewis) 1st mtg in September. Discussion – BxBc will not cover Mental Health practitioners (earned degree, “under supervision” makes appointment month and even years away) Gift Policy discussed Policy 211 –
- **Bylaws/Procedures** (James Duncan) Please reach out to him, happy to help
- **Elections** (Hasmik Sargsian) no new info

- **Employee Recognition** (Emmy Bell) change policy 113 – PACE the same as Faculty 50%.; will kickup in Fall, and open apps earlier
- **Events** (Julia Escobar) Fall Forum #1 speaker motivational ✓, #2 food ✓ – most request hybrid. Holiday party? Pie, Discussion about swag - #1 Insulated mugs – ask for “mug shots” - other option Canvas bag with ice scrapper (& maybe one to give away)
- **Legislative Affairs** (Justin Jones)
- **Marketing & Communications** (Nathan Gerber) coming next 45-60 days pilot intranet myUVU.workplace will come to PACE & other programs (HR) – will auto populate forms, & share info just within UVU. Will be a way to bring together MS Teams, Outlook, & myuvu into one central hub.
- **Policy Review** (Ransom Cundick) Team’ d- No updates for policies
- **Professional Development** (Alison Jensen); approved applicants for staff education awards, Lindsey sent e-mails last Friday; new TEAMS set up; Welcome HR Rep Brooklynn Slade. Lyndsey Bosley doing a big job of clean up. Will be updating bylaws – Would like to adjust criteria so that we can reward employees who are long time employees, working towards PD arm
- **Service & Scholarship** (Justine Gamble) reminded everyone of the Fall Forum update, and the Presidents commitment to match up to \$5k
- **Wolverine Pride** (Chris Medina); working with Nathan & UVU owned restaurants to provide Wolverine Wednesday incentives; Julie from Athletics will be @ MNE; Family Get Hooked on UVU Events; Homecoming Décor contest

Senator Reports

- **Academic Affairs** (Carlos, Kristen N, Sam, Sara, Silvia) Kristen – frustration with Goal Setting – not seeing the up &/or down organizational lines. Available to make changes in March at midyear review. Will be more impactful in the future.
- **Administration & Strategic Relations** (Josh, Antonia, Melisa) Happy to have some projects finished, but lots more are in the pipeline. Counsel people to be patient and not interfere with contractors or facilities workers.
- **Digital Transformation** (Whitney Lemone)
- **Institutional Advancement** (Dena Scott) Oct 18, 9-10 am Campus Campaign – more to come – official launch at Scholarship Ball
- **People & Culture** (Kelly Wixom)
 - Fall Tuition waiver ends Oct 25 - make sure and submit waivers Justine shared Supervisor Review 9/1-9/30. Training on website, Reports out by Nov. will be done in house. Supervisors will see comments. Less anonymity.
- **Planning, Budget, & Finance** (Chris Neff) many restaurants open Friday or by the next Friday. Starbucks now has \$2.99 vouchers that can be ordered. Communicate with Chris.
- **Student Affairs** (Kim, Andrea, Christian H) Training, getting readers
- **University Marketing & Communications** (Candida Johnson)

New Business:

Important Dates:

- September 1 or October 5, Noon – PACE Board BBQ w/ President

Q&A:

Next Meeting:

- September 20, 2 – 4 pm – PACE General Board Meeting & PICTURE