University of Idaho
Staff Affairs

Jan. 9, 2013
Horizon Room – UI Commons-
9:00am – 11:00am Pacific
Conference Bridge: 1-888-706-6468, participant code: 8858973

Pre-meeting presentations:
9:00 – 9:30 am: Greg Walters, Human Resources, Executive Director
Discussion and status of the PDQs submitted. Please refer to the HR website link for detailed info.
Greg shared that 99.3 % of the PDQs were submitted; classifications will be used for creating a new wage-table; appeal process will also be available for any issues that may need further discussion.
Evaluations – are due in February and should be used as a developmental tool inclusive of any goal settings.

Members Present: Quorum - 18 present
Ali Bretthauer, Vickie Burnett, June Clevy, Greg Fizzell, Glen Kauffman, Elissa Keim, John Kok, Brian Mahoney, Colton Oliphant, Clint Payton, Michael Placke, Liz Ridgway, Debra Rumford, Lysa Salsbury, John Shuttleworth, Irma Sixtos, Kristin Strong, Janice Todish, Greg Walters, Michelle Weitz

Excused Absences:
Denise Carl, Amber Crowley, Matt Dorshel, Matt Kurz, Mark LaBolle, Lorraine McConnell, David Pittsley, Amanda Moore-Kriwox, Carol Spain,

Meeting called to order at 9:45 am

November 2012 meeting minutes:
Minutes approved with a word change under the Intermodal Transit Center 'the land is leased from the University instead of by'; Clint Payton moved to approve and Ali Bretthauer seconded the motion. All in favor - Motion passed. November minutes to be amended as noted above.

<u>Officer Reports</u>
Chair: Brian Mahoney No report
Vice Chair: Ali Bretthauer No report
Secretary: Irma Sixtos No Report
Treasurer: Janice Todish See attached report
On/Off Campus Coordinator: Liz Ridgway No report;
Communications Coordinator: Debra Rumford
New thank-you cards & Kudos created

<u>Committee Reports</u>
Appreciation Fair: Greg Fizzell
The REC center has been secured for the Staff Appreciation Fair since the SUB will still be under repairs.
Staff Awards: Clint Payton and Irma Sixtos
Clint is the new co-chair. Staff Awards will be on April 15, 2013
Communications: Debra Rumford
No report

Elections: Glen Kauffman
Glen will send out a new Staff count for filling Staff Affairs membership vacancies.
Learning & Development: Ali Bretthauer
No report
Policy: Mark Labolle-
No report
Vandal Pride: Debra Rumford–
Newsletter is doing well. There are some intermittent problems with getting all of the info once a Kudos form is submitted. She will be checking with Amber Crowley.
Staff of the month was selected and will be submitted to the Inland Broadcasting station for announcement.

Faculty Senate Report: Jane

3-part staff survey will need to be reviewed. The first survey was completed –resulted in taking a look at the diversity on campus. She will send us a link for us to review the results once it is in place.

Old Business

New Business

Chair & Co-Chair nominations - Moved to nominate Brain Mahoney –Chair & Ali Bretthauer –Co-Chair; motion June Clevy & Janice Todish & seconded by Glen Kauffman; all in favor- all yeas

Second SAC meeting was cancelled unless needed

General Announcements/Miscellaneous Business/Kudos

Speakers for Feb – May will be done by Brian & Ali
Supervisory Training – Jan. 29, 2013
Supervisory Retreat – Feb. 25, 2013
½ Tuition update – still pending review by committee

Date and Time of Next meeting

Feb 13, 2013; 9:00 to 11:00 am; Gold Room – SUB 2nd Floor

Adjournment

Meeting was moved to adjourn and seconded; meeting adjourned at 11:05 am

Minutes submitted by Irma Sixtos