Meeting #9 – February 8, 2012
Horizon Room – UI Commons
9:00am – 11:00am Pacific
Conference Bridge: 1-888-706-6468, participant code: 431966

Pre-meeting presentations:
9:00 – 9:40 am: R. Ellen Schreiber, Ombuds
Spoke on the services available from this office that are offered to both Staff and Students

9:30 – 10:00 am – Matt Dorschel, Interim Director, Human Resources and Director, Emergency & Security Services
Matt shared feedback on the changes being made in the Human Resources office; the objective being to streamline processes and better serve staff and their requests.
The Supervisor training has been put forth and he hopes to receive feedback or ideas from the two scheduled sessions

Q&A:
Mark Miller asked about the Classification re-structuring and will this be communicated to the staff. Matt: when this process is finalized and approved.
Glen Kauffman commented on how great a job the Security staff is doing on campus.

10:00 – 10:15 am: Donor Relations – Diane Gregg, Amy Calabretta, Kathy Foss
Discussed role of Donor Relations and how it fits within the UI; sought staff volunteers for the Campaign kick-off event

Members Present:
Ana Burton, Irma Sixtos, Patti Heath, Denise Carl, Joyce Davidson, Greg Fizzell, Glen Kauffman, Mark LaBolle, Jim Logan, Megan Masias, Mark Miller, David Pittsley, Michael Placke, Nick Popplewell, Shishona Turner, Carol Spain, Liz Ridgway, Elissa Keim, Stephanie Retter

Excused Absences:
Ali Bretthauer, Amber Crowley, Brian Mahoney, Barb McDonald, Debra Rumford, Timothy Sanders, Michelle Wheeler, Michelle Weitz, Rhonda Zenner, Bonnie Bernstein, Melissa DiNoto, Rick Wilkins, Lorraine McConnell, Diana Renfro, Matthew Kurz, Suzette Yaezenko

Meeting called to order at 10:19 am

January meeting minutes:
No Discussion held. Mark Miller moved to approve and Greg Fizzell seconded the motion. All in favor. Motion passed.
Officer Reports  
Chair: Ana Burton  
- Accepted an Appreciation plaque on behalf of Staff Affairs from Athletics at the January 28th basketball game. Plaque is currently stored in Ana’s office until a more formal location for Staff Affairs information can be found.  
- Parking – revised plan was emailed out; please send comments to Parking and Transportation Services  
- FSH 3760 – higher education discounts of employees of other state institutions. Amendments were made to the policy to only allow for employees of other 4-year institutions to receive a waiver. Ana to look into if additional amendments or approval can be made or is needed from SA.  
- Idaho Bill #445 – this reflects a policy change for PERSI; Ana will send link to committee so that we can review.  
- President Nellis – was in Boise for the JFAC budget meetings, will know more about budget appropriations in March.

Vice Chair: Mark Miller  
- Will attend the Faculty Senate on Monday, February 13, regarding the status on getting a second Staff Affairs rep on this committee.

Secretary: Irma Sixtos - No Report

Treasurer: Patti Heath – See attached report

On/Off Campus Coordinator: Liz Ridgway – No report

Communications Coordinator: Amber Crowley –Not present – no report

Committee Reports  
Appreciation Fair: James Logan, Shishona Turner and Michelle Wheeler  
Jim thanked Patti Heath for getting the budget in order; reviewed six-month progress stating that the 2011 SAFair was the most successful event, more food choices were available, and that the date has been set for next year.

Staff Awards:  Patti Heath and Irma Sixtos  
Outstanding Employee nominations deadline of 2/17/2012

Communication:  Amber Crowley Not present; no report

Elections: Megan Masias  
Currently, 5 vacant positions on Staff Affairs; will be sending out a brochure for nominations to be reviewed at our next meeting. Will invite staff to next SAC meeting to see if they want to be on the committee.

Learning & Development:  Ali Bretthauer – Not present
Shishona Turner: LEAP conference is moving forward and has maxed at 180 attendees. She will pass around a volunteer schedule for the LEAP conference so that staff attending any of the sessions can fill in where possible.

Policy: Mark Labolle- No report

Vandal Pride: Nick Popplewell – Staff & Faculty Appreciation: Ana was presented with a plaque on behalf for Staff Affairs. Nick also commented that Vandal Friday specials will continue

**Old Business**

Dependent Tuition Waiver: Ana and Mark attended the January 31 Faculty Senate meeting in which the Dependent Tuition Waiver was discussed and received approval from FS. The proposed waiver will need to be approved at the General Faculty meeting in April and will go before the President for final approval and implementation.

**New Business**

None

**General Announcements/Miscellaneous Business/Kudos**

Ana asked that SA members think about units on campus that Staff Affairs can partner with to bring awareness to the UI campus of SA.

A Staff Fund was discussed as something that staff may be willing to contribute to, but would need to benefit a majority of staff. Members were asked to brainstorm ideas of what they would contribute to or ideas that they think others would be willing to give to.

**Date and Time of Next meeting**

March 14, 2012; 9:00 to 11:00 am; Horizon Room

**Adjournment**

Shishona Turner moved to adjourn, Michael Placke seconded; meeting adjourned at 10:58 am

Minutes submitted by Irma Sixtos