I. Call to Order: 9:00am

II. Staff of Month: Katie Noble

III. Presentations

A. Athletics
   1. WAC
      a) Indoor WAC Championships
      2. Improve competitive part of football program
         a) 66 street drug tests of student athletes: 0 positives 3. Transition into 2 new conferences: all other sports in Big Sky Conference
         b) Student athlete welfare enhanced with regional competition Transition to Sunbelt Conference for football
   B. Reasons: status of playing at higher level; financial impact would be negative me to return to Big Sky (4.6 million in tuition for new scholarships since 2008); would never get back up if went back down; control better now, and can make decision to go down again at later date 4. Continue to improve facilities Events Center Rich Allen chairing committee for event center to seat 5100
      Configured for arts, other activities, club room, practice gym,
      Only institution of 51 original land Grant institutions which does not have an Events Center
   C. Leadership Academy Staff Survey Response Ben Kirchmeier, Kelsi Nagle, Paulette House, and Referral to Handout Question from Member Baillargeon: Research into previous supervisor Eval forms? Not a lot of use in past.
      1. Response: not a lot of research into past UI efforts, mostly current trends among other institutions.
      2. Question from Member Payton: did we used to allow counter offers?
      3. Response: current practice avoided from HR and HRAI, but practiced in some offices
      Question from Member Bretthauer: your top priorities
      4. Response: didn’t need to be prioritized and all seemed fairly accurate.
      5. Equity and respect alarming and concerned Gender discrimination issues, specific instances of bullying, difficult people to work with should be method for staff to have a way to deal with that; Specific Supervisor training addressing how to make sups better managers, leaders, etc.
      6. Things about UI we could be marketing and promoting: community and UI community; recognition programs, supervisor determine what motivates employee; Opportunities to further evolve; work environment; satisfaction with work done;

IV. Roll Call
Absent: April Buvel, Debra Rumford, June Clevy, John Shuttleworth, Joe Hunt, Carol Spain, and Greg Walters*

V. Approval of November minutes
   A. Minutes approved unanimously.

VI. Executive Reports
   A. Chair
      1. Class/Comp: hoping updates to Class/Comp come out next week Appeals dates: 17 and 31 of Jan; 5 and 7 of February for Appeals Hearings Email from VP Smith came through
      2. Smoke free Campus: reps from ASUI, faculty, and staff working on policy, implementation, and signage Will bring to leadership groups before policy official Daniel Trautvetter to Chair committee
   B. Vice Chair
      1. 125th Anniversary day on 1/30/14
   C. Treasurer/ Signature Events Meeting next week
   D. Media Coordinator/ Communications: No report
   E. Off-campus Coordinator: No report

VII. Advisory Reports
   A. Faculty Senate No report
   B. PDL
      1. People Admin AACs will be set to train in People Admin Business partners in HR available to assist with transition
      2. Funding for Staff TIAA-CREF and Valec equestrian for funding on recognition and other items $55K proposal moving forward
      3. Spring Training Excel and tech specific training: targeting little training after Spring Break, then in summer and fall Supervisor Training: funding request moving forward; will have updates in future to move forward with SA request

VIII. New Business
   A. SA Secretary: Laila Cornwall self-nominated
   B. FMLA & Shared Leave policy updates SA Executives met with HR and Benefits reps to discuss changes
      - Staff Affairs members noted inappropriateness of term "maternity pool" used for shared leave pool
      - Consistency and policy guiding how decision made, not just who
- Appeals process if turned down does exist
- Concern that departments do not have say
- In response to HIPPA information, can a committee not take HIPPA training and therefore gain access to employee info to make more informed decision Questions from SA members are to be sent to Chair, who will forward to HR Director SA requesting numbers on shared leave in the past and anticipated changes for future *Motion made by Member Dorschel to turn changes over to Policy Committee for review. Seconded by Member Cornwall. Approved.

C. Comp Time Task Force: policy writing group with stakeholders chaired by SA member: Bretthauer & Empey volunteered to serve on committee

D. Staff Constitution & Senate Bylaws: Attempting to moving forward with change as quickly as possible

E. CEC: In State of the State governor mentioned that CEC not a priority for state Comments on Governor's recommendation are recommended to be communicated to legislator, but not on UI

IX. Motion to adjourn by Member Empey and seconded by Member Wilson at 11:04am.