Meeting called to order at 9:03 AM
This is our first official meeting in the Faculty and Staff Lounge
I would like to try running meetings by following "Roberts Rules" to help make it easier to recognize people when handing the floor over to them. This will hopefully help keep order and allow the secretary (Laila) to take good notes.
We hope to figure out the Live Streaming for next month.

Recognition-staff of the month.
Kelton Jensen (Boise) Ada County works with 4H and is the first off-campus employee to be recognized
They will have a Potluck on Friday where he will be recognized.
They will take pictures and send to us for the Staff Newsletter

Presentation by Matt Dorschel - from office of Public Safety and Security
-also see handouts received during meeting

Their office just went through a restructuring in 2012 -page 1 of handout
Threat Assessment and management team (page 2) has now been in place for 5 years. They meet monthly to receive training and review cases
•They received just over 30 cases last year
•These are cases of students in risk of harming themselves or others.
Reminder: As staff we have an obligation to report any concerns
There is an online form to fill out and submit
Personal Safety Planning
EAP
Student counseling Center (SCC)
Veteran Affairs
Law Enforcement

Team receives formal training with National Experts

Call to Action: Vandal Alert System
• Log in and update personal information, send email to campus security

They are the primary liaison with Moscow Police Department, Moscow Five Department, and the Sheriff's office.

Risk management and UI security
• currently looking at changing insurance for the UI, which will save UI lots of money
• campus security Personal, wearing Yellow wests
Are used for event security, as well as walk to and from plans in the dark as needed.

Emergency Response Plan has just been rewritten

National Institute Management System
• Mostly respond through communication, we are not first responders!
• Training received; however, it was not a good fit, so we are moving away from it.

For Response group
- don't feel the need to have rosters
- we need to be more proactive

EX. weather Meeting held every year

They are working on a training exercise program that will provide more general training to faculty and staff across campus.

Gun legislation Update:
Faculty senate approved bill to allow concealed Weapon carry on campus
It does have some restrictions:
• Restricted from Dorms
• Restricted in locations of 1000 or more people.

Representatives at hearings in Boise today
Arguments include:
• Idaho institutions did not ask for this legislation
• Data does not support that we could be safer
  ↓ you can make this support either side
• 2nd largest cause of death among our students is suicide.
• in Idaho, it is the number one choice to use a firearm for suicide
• culture - we are organized to educate
  - having weapons on campus could lessen safety for faculty and staff

Call and ask anytime if in doubt or if you have questions.

Trainings:
1st response team training
Personal Safety Event Planning
Off-hours Notifications:
Call 911
UI campus Security is available 24/7
885-7074
UI campus security can dispatch anywhere in the state.

Laila:
Roll call - enough for a Quorum
Absences: Chad Neilson, June Chevy, Kristi Overfelt, Joe Hunt, Amanda Moore-Kriwox

Executive Committee Report
Brian:
We have been notified that they would like to put up a wall of pictures of past staff Affairs Chairs in the lounge. - Similar wall will be put up for faculty Senate Chairs.
We need to submit a list with names and termed served
Asked Irma how and who to contact to find this information

Chair's Report—will be a brief summary of current events or new developments
in response to last report sent out
9 emails of appreciation
4 emails in response to comment on smoking

Had a meeting with President Burnett this week—thanked him for inclusiveness
Talked to him about the role of Chair in staff Affairs
-Amount of time and effort it takes
-Equal roles with Chair of faculty senate, which includes
-Reduction in workload or
-Stipend and reduced workload.

Ali:
Met with President and provost on:
Staff survey recommendations and supervisory development.
- No real movement had been made
Was tasked with (PDL and Ali) to move forward on it.
Provost on Human Rights
- Hire a graduate student to do research on bullying on campus
- To report back to President at Roundtable

Policy Committee
FMLA Shared leave
Staff Affairs—move forward with positive vote on this
Concern over current policy on retirees
Rule of 80 - Age plus years of service
What are the guidelines in order to be considered an honored retiree?

Comment—rule of 90 specified and tied to health benefits only, not on policy of being considered an honored retiree
Is the shorter time considered "long and faithful service"?

Realized that these policies have not been reviewed and researched lately

Janice:
Budget was attached to agenda
Ad hoc—sign events
Working on plaques
Applications online now working
Nomination forms also fixed
- 1 person submits and collects all supporting documents, then uploads as one document.
Teresa on plaques:
Current cost for outstanding staff is $90 per plaque. We can have them made in Lewiston for $25 less per plaque
-needed about 17 last year. — That is significant money to save.
Nominations update so far: next meeting 3/4
   10 Education
   22 staff
   6 team
   1 McBride
Will send out reminder today-deadline is next week.

Laila:
Inventory of Storage room
   Irma confirmed that it has already been done and will send inventory list to Laila.

Staff Affairs binders-members still missing
   Count of hands-Laila to prepare 10 binders

Note-taking device
IPO has gifted $200 toward the purchase of a Surface Pro tablet
Laila asked for help to cover costs and it was given
Tablet was ordered.
Debra will give an official thank you to IPO and write it in a KUDOS in next Staff Affairs Newsletter
Discussion on doing a Staff Affairs campaign
   Towards end of fiscal year for funding.
   To research further as an option
   - Matt/Laila/Janice

Reminder that faculty are not qualified for staff Affairs awards.
We have received 2 so far

Debra: Communications Committee -KUDOS
   -Staff recognition
   -Site core
   -Staff New letter
   Asked for additional help!
      April and Lisa Miller volunteered
      -Laila will update roster

Liz: off-campus
   Nothing to report

Jane: Faculty senate Rep
   Executive Assistant Brenda Helbling
      Tobacco Free campus
      Will there be designated smoke areas?

Brian:
   Group to work on best practices and address what the issue is
      -Effect on students who smoke and their willingness to still come here-large international student population smoke.
   More to come on this
-Should we be smoke or nicotine free?
-what about policy on electric cigarettes?
Right now discussion is on a "No smoking Policy" which would include electric cigarettes

Senate bill-regulation 1254
Was passed in today's meeting, moving forward for further approval

Elissa:
People Admin System update
-system is ready for testing-watch for email

PAD - now have 100 people who have graduated from the supervisory Excellence Program
Due to popular demand-graduates have asked for additional training
Will start a supervisor Brownbag lunch series for continued professional development

Computer trainings coming up in April
Seminars are also used well.

New Business:
- Chair’s update email
- Comp task force
  - open forums and surveys
  - communication
  - Review interest
Have time: CNR, Facilities, Ag. Sci
What are the goals of the task force? Staff Affairs to lead efforts-Ali
  Next meeting has not been scheduled yet
  Needs to conform to IRS rules

- Irma/Jane:
  Appeals for re-class are moving forward - Hope to have decisions by Spring Break
  Received 141 appeals total
  Already attended staff feels that they were heard and listened to
  Have high standard and can be very stressful and intimidating

KUDOS to Irma/Jane/Clint for sitting on this committee

- Staff constitution and Bylaws
  - moving forward

- Gun control-resolution from Faculty Senate was to reject bill
  Asking Staff Affairs to put in a vote
  Argument is that it should be under local control
  Do we take a stand?
  JR: Go with faculty
  Ron: takes UI power and decision-making away
  Cindy: No place on campus
  Matt: Staff and faculty safety
Brian: issue is not being able to carry/not carry, but whether the UI will have the right to make that decision
JR-motion-previously involved in Campus Safety
Staff Affairs recommend to support the resolution of faculty senate of rejection of bills which is the retaining the UI's right to make its own gun rights decisions on campus.
Ron: second
Put to vote:
   23 yes votes
   1 Abstain
   2 off-campus Yes votes
Motion Passes

FMLA Revisions recommended during last month's meeting
Creg-move to approve policy changes as proposed
Greg-second

No discussion
   20 yes votes
   2 Abstain
   2 off campus Yes votes
Motion Passes

Good of the order:
   Update from April - did not get this written down

Student Nominations-due next week
   Monday Feb. 17

Asking for donations

Ali-motion was made to Adjourn
Greg-second

Meeting Adjourned at 10:55 AM.