



April 5, 2016
2:30 EH 221

Present: Jenni Unguren, Debbie Hansen, Lonnie Lujan, Sandy Hogge, Kellee Smith, Tawnya Johnson, Amelia Williams, Kim Webb, Nathan Clark, Brad Mortensen and Margaret Rickards.

Excused: Casey Bullock, Cherrie Nelson and Debbi Murphy

Guest: Holly Hirst

1. Welcome and previous meeting minutes reviewed (both February 2nd and March 1st)
 - a. Minutes were motioned for approval by Debbie, seconded by Amelia, all approved.
2. Budget update:
 - a. Margaret has all receipts up to date. Budget balance is approximately \$3,500.
 - b. Jenni asked for suggestions about where to hold the annual retreat. It has been held at the Sonora Grill for the last few years. It was suggested that Hug Hes or Javier's might be good locations, for a change of venue.
 - c. The retreat date was set for June 7th at noon. Location to be determined.
3. Elections: Jenni recently sent out ballots to replace this year's members whose terms have ended. Committee members voted to accept or reject nominees who received the most votes to replace Margaret, Rachel, Nathan and Casey. All members accepted staff who received the highest total votes.
4. New vice chair and recorder: As this year's vice chair, Amelia will succeed Jenni as chair in 2016-17. Jenni will move to past chair. Jenni's role will be advisory, but will remain a voting member to fulfill her 2014-2017 term. Discussion will be held at the May meeting to fill the vice chair position as well as the recorder position that Margaret held. Volunteers are encouraged!
5. SAC pull-up sign – Draw new winner: One of the winners of the drawing never came forward after repeated notices, so a new drawing was held. Jamie Brass will be receiving the remaining gift card.
6. UHESA update: Jenni urged members to review the website, www.uhesa.org. UHESA is a group comprised of all Utah state higher education staff advisory committees. The website includes the mission statement, current leadership and events supported by UHESA. UHESA is a great resource for comparing pools of information of particular interest to staff committees.
7. Sub-committee reports/business:
 - a. Customer Service – Debbie said efforts are underway to include a student on the university customer service committee. The university committee is looking for ways to include more areas of campus and increase participation and opportunities for training.
 - b. Employee Wellness – No update (Jenni)
 - c. Staff Development – Amelia reports that the current round has closed, it will reopen for fall travel in August.
 - d. Faculty Staff Association – Kim mentioned a number of scheduled events coming up, and suggested members check the website, www.weber.edu/fsa, for details.

- e. Legislative:
 - i. Brad summarized the 2016-17 higher education budget as being acceptable. The legislature approved an across the board 2% wage hike and money to cover most of the minimal insurance fee increase. They have also given the green light for design work to begin on a new social science building.
 - ii. The recent 'Meet the Candidates' night at the Davis Campus was extremely well attended, by both candidates and the public.
 - f. Faculty Senate – No update (Lonnie)
 - g. Parking – Debbie reports a slight fee increase for 2016-17 parking passes.
 - h. New Employee Orientation – Amelia represented SAC at the last orientation.
 - i. Super Staff Awards – Jenni will send out the nomination forms.
 - j. Medical Benefits Advisory Committee
 - i. Jenni and Amelia didn't have anything to report, however Debbie conveyed information learned from a PEHP Payroll and Human Resources employer event that Amwell will be offered at a small co-pay fee. Amwell is an online doctor option.
 - ii. In regards to other benefits, Debbie passed out URS flyers offering targeted retirement seminars conducted by financial professionals for varied career stages.
8. Birth and placement leave proposal update:
- a. Holly had several concerns, chief among them were words of entitlement and eligibility periods. Holly stressed the need for consistency and consideration of the impact to supervisors who must manage a department while staff is absent. She will take time to do additional research, and will offer a revised version at the next SAC meeting. Cherrie should be at the next meeting. Jenni invited Holly to attend as well.
 - b. Debbie motioned to continue the discussion and have Holly update members at the next meeting. Amelia seconded, and all agreed.
9. Board of Trustees – Brad summarized a few points of interest to the committee. The Board approved a Tier 1 3.5% tuition hike, a few new academic programs and minors were approved, and updated parts of the master plan were reviewed and well received. A campus event open to everyone is scheduled on April 13th to celebrate the success of the Dream 125 campaign.
10. Action items
- a. Per Diem – The committee voted to accept the university's per diem rates as is. No further action will be taken. Amelia motioned to accept the vote, Lonnie seconded, all agreed.
 - b. Adjunct faculty teaching policy – Discussion will continued at the next meeting. Amelia will prepare arguments for changing and present her findings then.
11. Amelia motioned for the meeting to adjourn, Kim seconded, all approved. Meeting adjourned 4:15 pm: The next meeting is scheduled Tuesday, May 3, 2016.