



WEBER STATE UNIVERSITY

Staff Advisory Committee

June 4, 2015; 11:30 am – 2:00 pm

Sonora Grill, Annual Retreat

Present: Ty Naylor, Kim Webb, Jeanette Lowe, Tawnya Johnson, Cherrie Nelson, Brittney Hicken, Casey Bullock, David Chaffee, Debbie Hansen, Jenni Unguren, Lonnie Lujan, Mark Read, Melissa Leonard, Sandra Hogge, Debby Murphy and Margaret Rickards

1. Welcome and introductions around table
 - a. New committee members:
 - i. Sandra Hogge – Human Resources (Administrative Services)
 - ii. Tawnya Johnson – Facilities Management (Administrative Services)
 - iii. Lonnie Lujan – Radiologic Sciences (Academic Affairs)
 - iv. Kim Webb – English (Academic Affairs)
 - v. Ty Naylor – Academic Tech Training and Planning (Information Technology)
2. Approval of May 21, 2015 meeting minutes
 - a. Debbie motioned to approve, Mark second, all agreed
3. Budgets – Amelia Williams was not in attendance, no discussion or action taken
4. Recognition of those whose terms have ended – Brittany, Lynette Jensen, Marie Richards, Melissa, Mark and Jeanette. Debby's term has also ended, but as former Chair she will now hold a non-voting advisor position.
5. Staff Advisory Committee (SAC) overview – Debby
 - a. Our role and responsibility – represents exempt and non-exempt staff to the University administration, Board of Trustees and the University community. Some concerning issues during the past year were wellness benefits and retirement.
 - b. Utah Higher Education Staff Association (UHESA) – Statewide group for university staff associations. Interesting to see how other universities handle employee matters. WSU is often compared favorably.
6. Lunch – Excellent!
7. Sub-committee assignments –
 - a. Volunteer sign-up sheet passed
 - b. Discussion of current and ongoing projects:
 - i. Super staff awards – Margaret will continue
 - ii. New Employee Orientation
 - iii. Health Fair
 - iv. Opening Breakfast
 - v. Semester newsletter – Jenni will take over
 - vi. Webpage update
 - vii. Digital signage – Ty will work on this
8. Future meeting schedule – It was suggested that meetings be moved to either the 1st or 3rd Tuesdays, monthly. Jenni will try for a consensus and send appointments during the summer.
9. Recognition – Jenni and the committee thanked Debby, Rachel and Amelia for their time and effort as Chair, Vice Chair and Recorder for 2014-15. She also passed on appreciation to Brittney and Lynette for their help as advisors to the group.
10. Meeting adjourned – Debbie motioned, Mark second, all agreed. Have a nice summer!