

Classified Employees Association
Meeting Minutes
February 9, 2006

Attendance: Jill Ballard Karen M. Hoffman Shauna Jensen
Pat Anderson Suzanne Thorpe Lisa Wallin
Maren Seamons Shannon Johnson Amy Brazier
Debra Megill Dorothy Kent

Guests: Lee Roderick, Milt Johnson, Judy Nielson

Minutes

1. Jill welcomed Lee Roderick and Milt Johnson, who explained the USU Family Fund. This is a major fundraising campaign for faculty/staff that will run Feb 15 – March 31. Their goal is to have high percentage of all faculty/staff giving something. Donation can be ear-marked for whatever area the donator desires, and no minimum amount is specified. Three different letters will be mailed out: (1) to those presently donating; (2) to those that have donated in the past; and (3) to those not presently donating. Milt will be working with Lee on this campaign and representing the CEA. They reported that approximately 27% of classified employees have participated in donations (approx 978 on-campus individuals). We will invite them to come back and report participation at end of campaign.

2. Committee Reports:

- a. Employee Recognition – Maren indicated that they have one more application for “Employee of the Quarter”. They are working on getting a nice grand prize donation for the banquet.
- b. Media & Public Relations – Amy has had no response on student/internship help with our website. She will add that to the next newsletter and also possibly start up a logo contest. Winner could be announced at banquet. Let Amy know if you would be willing to help with the committee that picks the USU “Employee of the Year”.
- c. Employee Relations - Shannon expressed more interest from her department’s faculty meeting on donating sick and annual leave to a general pool. It was suggested that Shannon contact Marian Olson in HR, as Marian has done a lot of research on this concept. It was felt that other companies have found ways to get around it, so can USU look into this more thoroughly.
- d. Scholarship – The updated scholarship application information will need to go to both Shannon and Amy for inclusion in new hire information as well as in the newsletter and on the website.

3. CEA Week – We need ideas for a forum during that week. We have not heard back from Jean Lown, so possibly we could use her. We will need volunteers to help Karen with CEA Week as it gets closer. Confirmed dates are: June 27, coffee break; June 28, forum; and June 29th, luncheon.

4. UHESA – Judy Nielson will work on getting a follow-up forum with the legislatures in April. She is our legislative chair with UHESA and will be included in monthly conference calls. Jill indicated that if passed this session, we could see a 2.5% salary increase and 1.5% merit increase this new fiscal year. The state will also fund a separate line item (10%) for retention of faculty and staff. Jill felt that UHESA Day at the Capitol had gone very well. They will try to get pictures and information posted on the website.

5. Some questions on automatic payroll deduction for Roth IRA. Suggested that they contact DeeAnn Christensen in HR for more information.

6. Adjourned: 12:10 p.m.

7. Next meeting: March 2, 2006, 11 a.m.