

Attending: Jill Ballard, Karen Hoffman, Shannon Johnson, Pat Anderson, Enid Kelley, Maren Seamons, Dorothy Kent, Deb Megill, Amy Brazier, BrandE Faupell

Minutes
CEA Executive Board
TSC Room 225
November 2nd - 11:00 a.m.

Call to order & approve minutes **Jill**

Minutes for October meeting approved unanimously. Motion: Deb Megill, 2nd.
Shannon Johnson

I. Committee Reports & Assignments

Salary & Benefits:

Deb

Deb is still looking for people for committees, specifically tenured faculty.

Employee Enhancement:

Jill

Lisa Wallin decided to step down. Jill has appointed a new chairperson, Jen Archibald, Trish Glowski will assist her on this committee.

Employee Relations:

Shannon

Nothing to report.

Scholarships:

Dorothy

Nothing to report.

Employee Recognition

Maren & Suzanne

Work with PEA in nominations

The CEA would like to work with PEA on future nominations. They will coordinate requests for nominations. They currently have 5 nominations for this quarter for CEA, three of these nominations have very strong support.

They would like to have two more committee members serve on the employee recognition committee to help when they begin gathering door prize collections for the spring banquet.

Media & Public Relations:

Amy

The next newsletter will be in January. There will be another legislative forum in December. There was concern that participants left after the awards were presented, immediately before the speaker began his presentation. Future awards will be presented at the end of the forum to encourage greater participation.

Ben Renard-Wiart, the new USU webmaster, has agreed to help set up new pages for the CEA website with the USU template.

Maren also asked to let members know that she serves on the SAAVI committee, Sexual Assault & Anti-Violence Information, this organization serves employees as well as students. She proposed that a future joint forum might be presented by SAAVI. One of their goals is to ensure that information is disseminated to staff and students.

II. EBAB – Wellness Center Proposal

They are looking into setting up a wellness center for employees as part of the Student Health Center. Dr. Davis, from the Student Health Center, is working on a proposal.

BrandE reported that the Income Security Group has dissolved and is now composed of members who are professionals in finance and investments. They will be responsible for technical recommendations to EBAB, specifically for retirement investments and decisions.

III. Beaver Mountain Ski Night – January 11, 2007

The CEA and PEA are working together to provide a “Ski Night” at Beaver Mountain. They will need at least 60 people to participate. Deb and Amy volunteered to help with this program. They will ask Jen Archibald if she would like to help with this program. Plans include: Skiing from 5-9 p.m., cost of \$10 per person for the lift fee, \$10 for ski rentals, \$12 for snowboard rentals, \$5 for instruction. Non-skiers will bear no cost except for food purchased. Employees will need to register in advance. The snack bar will be open, there is a possibility a meal would be planned but details will be announced later. If there is a good turnout this would be an event they would consider repeating every year.

IV. Retirement amount for CEA

There was a clarification of retirement funds for classified employees. USU contributes 14.72 percent of an employees salary toward their state retirement. An additional 1.5 percent goes into a 401K plan. Professional employees do not receive the additional 1.5 percent. There have been limited seminars provided by HR from Phil Swenson on retirement. They hope to expand this program. Currently the program was offered only to limited age groups.

V. CEA Survey –plan of action after results are tabulated.

We received a limited response. So far there are only about 70 responses. We will ask one more time by email for response. If we end up with too limited of a response we may not implement changes.

VI. Other

Shannon asked if there was any way we could coordinate University calendars with local school districts. It was recommended that she contact Sydney Peterson's office and see if there was a possibility of meeting with the respective schedulers.

Shannon also asked if there was any way we could be informed earlier if there was going to be a Christmas Break. This would help with planning for leave etc. BrandE said she would contact Glenn Ford who was still considering the plan.

Maren and Amy made a joint Motion to accept August and September's minutes as submitted. Pat seconded. Motion was passed unanimously.

Amy submitted the Motion to adjourn the meeting. Pat seconded. The meeting was adjourned.

Next Meeting: Thursday, December 7th