

**PROFESSIONAL EMPLOYEES ASSOCIATION
MONTHLY PLANNING & INFORMATION MEETING
July 10, 2003**

Executive Members Present: Eugene Higham, Jay Green, Betsy Newman, Liz Allred, Miriam Cajal, Debra Parrish

Executive Members not Present: Dale Smith, Teresa McKnight, Marsha Howell, Rory Weaver, Irene Jorgensen, and LuAnn Parkinson

Other Professional Employees Present: None

Review of the May, 2003 minutes: Jay Green
The minutes were approved; no changes were noted.

COMMITTEE REPORTS:

A. SCHOLARSHIP/ENDOWMENT: Betsy Newman

- There were six recipients selected for scholarships. One declined because she was awarded a Dean's Scholarship. The other recipients were Kayleen Brown, Stacie Gomm, Elicia Lord, Katie L. Williams, Dustin Wood.
- New information on PEA Scholarships is ready for web page update. Betsy has not been able to connect with Dale. Need to get access for Betsy so she can keep it current.

B. PROFESSIONAL DEVELOPMENT: Liz Allred and Miriam Cajal

- Would like to have a PEA Appreciation luncheon similar to CEA luncheon. Everyone on board to participate if possible in obtaining prizes. Invite the Administration. Suggest to Departments that they pay for employees. Cost around \$7.50. Possibly a time to introduce the scholarship winners and our PEA Employee of the Quarter winners.
- Brown Bag lunches to start after school starts. Will look at having Tiaa Creff to do one. Another suggestion was have someone from Central Administration do an explanation of the Budget.

D. PROFESSIONAL RELATIONS: Eugene Higham

- Very few nominations are coming in for PEA Employee of the Quarter. Items discussed as possible incentives were:
 - Simplify form requiring only a letter
 - Better recognition- Press release already goes to Herald Journal; we need to discuss it more in our own departments

- Give an incentive to Departments to nominate
- Remind faculty and classified that anyone can nominate
- Design a new flyer to inform of prize and how to nominate and a reward if your nominee is selected
- Challenge to PEA members to recognize colleagues

It was voted on and approved that Gene would work on the flyer. Concern was voiced that Jay had not been able to get an updated list of PEA employees. Also discussed was keeping our information updated on the web.

GENERAL BUSINESS – Jay Green

Jay presented the Gender equity results. Anyone can find the results under Affirmative Action on the web. Jay complimented Sue on her perseverance and our gratitude for getting it passed through.

Jay reported that Central Administration had agreed to pay the pay difference the first year if the individual colleges continued paying the pay increase. It was noted that some of the colleges have already addressed the pay increases in their areas.

There was also approximately \$100,000 given in special merit increases with most of it going to women.

Jay felt that it is important that we make sure that the Faculty are aware of how we (PEA) support them and that we hope we can continue to work together.

Jay gave us a reminder concerning UHESA which will be sponsored by USU and to be held at University Inn August 7th and 8th. The committee voted to give funds to Teresa to help some of the schools attend the meetings. Meeting will be open noon on Thursday and at 2:00 on Friday.