

MONTHLY PLANNING & INFORMATIONAL MEETING**MINUTES****September 16, 2009****TSC 336****11:00 a.m.**

Executive Members Present: Doug Garrett, Taya Flores, Joe Vande Merwe, Shannon Johnson, Conna Meeker, Eileen Campbell, Jenn Putnam, Stephanie Hamblin, Stephanie Pettingill

Executive Members Excused: Matt Lovell

The meeting was called to order at 11:00 a.m. by Doug Garrett.

1. Meeting Minutes for August

Stephanie Hamblin motioned to approve the August minutes. Joe seconded the motion, which passed unanimously.

2. General Business:

- Doug and Bill will attend the monthly UHESA Phone Conference at 1:00 p.m. today, September 16.
- UHESA Day at the Capitol will be February 4. We should try and send as many people as possible. Last year Doug, Lisa, Matt, and Marian went. They met with representatives and emphasized the importance of funding higher education, etc. Plan to attend if you can and have the annual leave to use.
- Doug asked for feedback regarding President Albrecht's State of the University address. He highlighted three main points to help with the budget: increase in Tier II tuition; the mandatory furlough (which will differ next year based on pay scale and job duties); and a split payout of endowments over 12 months. Doug also made mention of the next round of budget cuts coming our way as well as the potential of new programs and organizational changes which may be looming. He will make sure the President receives a thank you note from the PEA.
- USU PEA's goals: Doug asked everyone for ideas on 1-2 goals we could set for the organization this year. Past goals have proven successful, including benefit suggestions pushed through EBAB. Ideas included:
 - develop a pool of annual leave people could donate to (Bill will talk with Rick and report back on this)
 - communicate more to the body as a whole—this was a focus last year
 - continue to communicate the purpose of PEA and share the benefits we can help provide
 - develop ways to help support the President and PEA members during the budget crisis
 - focus on morale building—could we reach out more during events such as College Weeks; maybe go out to people more, set up a table in the atrium of main buildings
 - encourage more involvement from the body—increase nominations, invite people to serve on committees, etc.

- 3. Budget and Finance: Eileen** – Annual operating budget is \$2,000. The \$146.48 carryover from last year was also moved back into our budget, so we are at \$2,146.48. Eileen also reminded the committee that a TA should be filled out for liability purposes even if there will be no reimbursement to rectify at the conclusion of the trip.

4. Committee Reports:

a. Parking: Stephanie Pettinghill – Lisa cancelled the last monthly meeting due to a lack of agenda items and issues. Stephanie Hamblin asked if something could be done to better patrol the new Aggie Terrace. There is a lot of speeding taking place and students appear to enjoy skateboarding and other activities that are hazardous to drivers. A question was posed about installing some large mirrors on the corners to help drivers see what is around the corners. Stephanie will take these issues to the next Parking meeting.

b. Scholarship/Endowment: Shannon

Due to the economy, it is a difficult time to increase scholarship giving. Every committee member is encouraged to give \$1 per month. We are already down 9 people who have donated in the past. The committee will take into account who is donating when they review scholarship applications this year.

c. Legislative Committee: Matt - Excused.

d. Professional Development: Taya

Taya contacted the CEA about combining for an event this semester and for Ski Night. She asked if everyone could submit a proposed budget to Eileen for expenses this year so she knows approximately how much PEA will be able to contribute to the luncheon this spring.

e. Employee Benefits Advisory Board: Steve

The good news is that we are meeting! Marla Boyer chaired the meeting in Sept. and the next one will be in Nov. Items of interest included: Savings Plan roll out is scheduled for Oct and it will be post-tax if you choose to sign-up; H1N1 vaccinations will be here in Nov. and are expected to be free; payment premiums for supplemental insurance are on a pre-tax basis by July 1; BC/BS came back from the RFP with a \$170k savings and we will now only need one card per couple

f. University Relations: Joe

Newsletter will be released on Sept. 25 so get your submissions in ASAP. Joe also asked for feedback on the “Ask the President” enhancement on the website prior to the newsletter going out. It is up and functioning and you can see all comments on Easy Plug. Questions are sent to pea@usu.edu, which Joe manages.

g. Professional Relations: Stephanie Hamblin

Steph encouraged every member of the committee to nominate at least one person. Nominations are up at this point, but most are carryovers from previous sessions. Nominations are in October, January, and April.

h. Calendaring Committee: Matt – Excused.

The next meeting will be held on Wednesday, October 21 at 11 a.m. Taya has scheduled the annual luncheon for March 29, 2010 so mark your calendars! GO AGGIES!!!