

MONTHLY PLANNING & INFORMATIONAL MEETING

MINUTES

August 11, 2005

TSC Senate Chambers, Room 336

9:00 AM

**Executive Members Present:** Marsha Howell, Rob Barton, Lisa Leishman, Christine Lord, Matt Lovell, Kevin Reeve

**Executive Members Excused:** Shauna Crane, Bryan Earl, Stacie Gomm, Jay Green, Jimmy Moore, Dave Peterson

**Other Professional Employees Present:** Betsy Newman

The meeting was called to order at 9:03 by Marsha Howell.

**1. Meeting Minutes for April and May – Marsha Howell**

Kevin motioned to approve April and May's minutes as submitted. Betsy seconded. No one opposed.

**2. Committee Reports:**

**A. Scholarship/Endowment:** Jimmy was excused.

**B. Legislative Committee:** Christine reported that she is trying to get her committee together. She will seek approval for new committee members once the academic year begins.

**C. Professional Development:** Dave was excused, but Marsha gave a brief report. The ballroom is scheduled for Tuesday, October 18, 2005 for the annual PEA banquet. The plan is to have three or four speakers, entertainment and door prizes.

**D. University Relations:** Rob indicated that all items for the newsletter need to be submitted to Shauna by August 25.

**E. Professional Relations:** Kevin reported that his committee is in the middle of a grievance, which was going as well as expected.

**F. Health/Benefits Committee:** Marsha reported that the Health and Benefits Committee has met twice a month for two hours. They are seeking input regarding changes in H&B as early as possible, and they are encouraging members to attend the joint brown bag with CEA in September to provide that input.

**G. Parking:** Bryan was excused but Lisa reported that the student permits increased from \$35 to \$75 for a student B permit and from \$10 to \$18 for an economy permit. She further explained that faculty/staff permits will increase in March.

**H. Calendaring:** Matt had nothing to report.

### **3. General Business:**

#### **A. Marsha:**

- Marsha congratulated Stacie on her new appointment as Vice Provost.
- New faculty orientation will be held August 22 and PEA has been invited to submit any pertinent information into their packet. It was suggested to provide information on how faculty can nominate individuals for the Employee of the Quarter Award.
- Report from UHESA Meeting
  - Marsha asked Matt to serve as the Public Relation's representative on the UHESA Board. His duties will include reporting USU PEA news and events on their website.
  - UHESA's Day at the State Capitol will be in February.
  - Marsha reported that most of the universities pay 100% tuition for their employees, spouses and dependants. She will be discussing this issue with Vice President Ford. She will also talk with the Office of Human Resources to discuss summer flex hours.
  - A powerpoint presentation entitled "Your Legacy--What Will It Be?" was distributed then the members watched the video "For Goodness Sake."