

**Monthly Planning and Information Meeting**  
**Minutes**  
**January 20, 2009**  
**11:30 am**

**Executive Members Present:** Doug Garrett, Lisa Leishman, Michelle Bogdan, Shannon Johnson, Marv Bennett, Paige Geslin, Marian Olson, Joe Vande Mewe, Matt Lovell, Stephanie Pettingill

**Executive Members Excused:** Betsy Newman, Richard Jewkes, Taya Flores

**Guests:** BrandE Faupell- HR

1. **Minutes:** Approved minutes for November.
2. **General Business:** Doug
  - a. **Kari Brown HR – Alternative work patterns:** Kari and her group presented a feasibility study on alternative work patterns at Utah State. They presented the types and definitions of alternative work patterns (AWPs), telecommuting and compressed work week, methodology, research questions and survey. Their results demonstrate general favorability towards AWP's with inherent challenges for implementation. The group discussed the benefits vs. the challenges. The employee's department head remains the primary contact if an AWP is something of interest. The group has submitted their findings to upper administration for further review. A hard copy version of their PowerPoint is available.
3. **Budget and Finance:** Richard – no updates
4. **Scholarship/Endowment:** Shannon – Currently, 92 PEA members are donating a total of \$392 per month towards the Scholarship Fund. Applications for PEA scholarships are due in March. Based on current applications received, it is expected that three scholarships will be awarded to graduate students and three scholarships will be awarded to undergrads in the sum of \$400 to \$600 each.
5. **Legislative Committee:** Marian – Feb. 5<sup>th</sup> is UHESA day at the Capitol. Everyone is encouraged to attend. House Bill 15, "Career and Technical Education Amendment" will be reviewed. Please forward any feedback or concerns to Marian as soon as possible. Following the minutes is a list of the 2009 Legislative Priorities.
6. **Professional Development:** Taya – Beaver Mountain Ski Night took place. Taya will apprise the committee at the next PEA Executive meeting.
7. **Employee Health Benefits Committee:** Marv - No EBAB meetings have taken place as of this date. The university is involved in a bid process for short-term disability and life insurance. According to BrandE Faupell, HR, supplemental health insurance is not currently involved in the bidding process.
8. **University Relations:** Joe and Matt – The PEA newsletter will be distributed in Feb. Additional news items to be included: PEA scholarship notice, UHESA Day at the Capitol, President Albrecht's message regarding pending budget cuts. Paige suggested information regarding nominations for employee of the quarter. In addition, the committee decided it would be important to include a message from the PEA regarding

the budget issues. Lisa volunteered to draft a “message of optimism” to be published in the PEA newsletter.

- 9. Professional Relations: Paige** – Katie Nielson was chosen as the Employee of the Quarter and was announced at her department’s staff meeting. Paige will inquire with Fred Hunsaker if nominations for Employee of the Year may be included for employee of the quarter.
- 10. Calendaring: Matt** – Doug will email the new hire list to Matt for invitation to join the PEA.
- 11. Parking: Stephanie** – no updates

**Meeting adjourned at 12:35 pm.**

**Utah Higher Education Staff Association  
2009 Legislative Priorities**

- a.** UHESA supports and appreciates the continuation of state funding for health insurance benefits.
- b.** UHESA recognizes Commissioner’s Sederburg’s statement that every \$1 invested in Higher Ed yields a \$7 economic benefit.
- c.** UHESA supports the use of the state’s “rainy day” funds to help compensate for the economic downturn and mitigate further cuts on our campuses.