

MONTHLY PLANNING & INFORMATIONAL MEETING

AGENDA

April 14, 2005 TSC Senate Chambers, Room 336 9:00 AM

1. Meeting Minutes for March

2. Committee Reports -

A. Scholarship/Endowment

- Sub-committee members selected thank you Bryan!
- Packets sent to each for their review and rating. Due back to me by Friday, April 22. Recipients will be notified by telephone no later than Friday, April 29. They will also receive a follow up letter. Non-recipients will be notified in writing.

B. Legislative Committee: Liz

• Ron Godfrey will be our speaker at the April Brown Bag Forum on Friday, 29th of April, 12:30-1:30 p.m.

C. Professional Development: Dave

- Brown Bag
- Annual PEA Luncheon

D. University Relations: Rob/Shauna

• Input for May Newsletter

E. Professional Relations: Kevin

• PEA made a presentation today for the employee of the quarter. Award went to Trevor Bennett from the Banner programming team. Now accepting nominations for the next one.

F. Health/Benefits Committee: Marsha

• Health Insurance

G. Parking: Bryan

• Follow-up report from the Parking Committee.

H. Calendaring: Matt

3. General Business –

A. Marsha:

 Benefits – Open Enrollment will start with Promotion on April 25th from 11 am. To 1:00 pm. in the TSC.

- PEA Elections will be for Secretary, Scholarship Committee Chair and Legislative Chair.
- USU New Marketing Committee is having Seminar on April 18th from 9 am. To 11:00 am. In the Alumni Center. All PEA Executive Members invited.