Members Present:
Ed Rogers, Cyndy Smith, Lynette Provost, Virginia Woodward, Ken Richmond,
Wayne Cox, Dennis Cox, Darwin Gifford, Sheila Cannon, Loya Garrett

*Motion to approve July 11, 2001 minutes made by Cyndy Smith. Second by Marcia
Campbell
*Action unanimously approved

*Motion to approve August 8, 2001 minutes made by Laurie Sullivan. Second by Ken
Richmond
*Action unanimously approved

JOB CLASSIFICATION

The Salary Committee met September 4, 2001. After discussing current salary committee issues,
the Committee unanimously felt a need to reclassify job descriptions.

BUILDING ASSIGNMENTS

♦ Ed Rogers asked Darwin Gifford to replace John Bell as a building representative.
Ed also asked if Darwin would assist Nelda Kissinger in welcoming new
employees to Dixie State College by taking them on a tour of the campus, and to
lunch in the cafeteria.

♦ Ed Rogers reviewed building reps and their groups.

PROFESSIONAL DEVELOPMENT

♦ Professional Development has been a subgroup that the Staff Association has
attempted to develop. Currently there is $1,222.00 in an account for the purpose
of professional development. However, as of date, those funds have never been
used. The question arose as to whether or not there should be a subcommittee
established, or should the salary committee, already established, monitor the
account

♦ Cyndy Smith made suggestion to have one committee monitor the budget for
professional development and develop a reporting process to keep members of the
staff association informed.
Ed Rogers has David whitehead checking on the current status of the account and how it’s been handled in the past.

Rob Snow originally set up the account to be used by anyone who is a staff member on campus, not just members of the staff association.

*Motion was made by Virginia Woodward for the Staff Development Fund, set up by Rob Snow, to be put under a Staff Association committee consisting of the president, past president, president elect, and the secretary. Second by Laurie Sullivan.

*Action unanimously approved.

The Staff Development Committee would like to have information regarding staff development online by December.

Virginia Woodward reviewed a notation she has used in promoting professional development. She will email a copy to all Staff Association members. Each building rep has been asked to send out to each group requesting input. Results need to be returned to Ed Rogers by next Tuesday.

The Professional Development Committee will be meeting next Thursday.

POLICY REVISION

*Motion was made by Cyndy Smith to approve new policy revisions and reclassification (corrections made following Human Resource review September 4, 2001) with noted numbering changes. Second by Dennis Cox.

*Action unanimously approved.

BENEFITS - EARLY RETIREMENT

Part-time employees who would like to buy time for his/her state retirement.

• 75 years and age combined to be eligible for full retirement
• Employee is required to take out less.

Ed Rogers will send out information that will help present this to Staff Association members.

Pam would like feed back as to how everyone on campus feels about retirement issues.
GOALS

♦ Cheri Drew has made copies of last years goals (see document).
♦ Ed Rogers suggests that we adapt 2000-2001 goals rather than re-write new ones.

*Motion made by Darwin Gifford to accept 2000-2001 goals. Second by Sheila Cannon.

*Action unanimously approved

MEMBERSHIP

♦ Contact all new employees who have been hired after July 1, 2001 for a campus tour and lunch.

GENERAL MEETING

♦ There is a general meeting to be held on September 26, 2001.
♦ Changes made by the Salary Committee regarding job classifications will be reviewed.
♦ Results from questioner will be reported.
♦ UHESA information will be covered.
♦ A schedule of all events including staff will be handed out.

UPEA

Loya Garrett encourages new membership for UPEA, and will be sending out information packets across campus. A meeting is scheduled for September 18, 2001.

*Cyndy informed Staff Association Board that all seats on the Salary Committee, including exempt and non-exempt are now filled.

*The next Staff Association Board Meeting will be held October 10, 2001. Ed Rogers will not be present due to school tours - Dennis Cox will be conducting in his place.

*Motion made to adjourn meeting. Second by Marcia Campbell.