## Meeting Minutes

### May 4, 2006

**Attendance:**
- Jill Ballard
- Karen M. Hoffman
- Shauna Jensen
- Pat Anderson
- Suzanne Thorpe
- Lisa Wallin
- Maren Seamons
- Shannon Johnson
- Amy Brazier
- Debra Megill
- Dorothy Kent

### Minutes

1. **Committee Reports:**
   a. **Employee Recognition** – The employee of the quarter will be awarded to Terry Gass this week, and hopefully there will be a nomination for one more so that we have four to honor at the luncheon. The committee has been able to gather many nice gifts for CEA Week, including a laptop from the Bookstore.
   b. **Employee Relations** – Shannon indicated that a grievance hearing has been scheduled for May 18th and she has things covered adequately for that.
   c. **Salary & Benefits** – Debbie has a committee working on a proposal for a shared leave policy. She distributed a handout of points to consider. Audra Butkus from HR is helping with that committee. They are looking at a policy that is being used at Washington State.
   d. **Pat** indicated that we have approximately $1435.00 in the budget.

2. **Karen** gave a brief summary on the PEA/CEA meeting with President Albrecht. President Albrecht would like to continue that type of a meeting annually or more often as needed. We had good representation from CEA and all that went felt it was a very positive meeting.

3. **CEA Week** – Plans are progressing well for CEA Week. Karen has arranged the basketball tournament for June 6-8, HPER 213, 10 am – 12 noon. The coffee break will be June 27th, TSC patio, from 8:30 – 10:30 a.m. Final details will be given out at next meeting.

4. **EBAB** – Karen indicated that there would be more information in the future on a Health Savings Plan, as it is not being offered this year.

5. **Adjourned:** 11:50 a.m.

6. **Next meeting:** June 8, 2006, 11 a.m.