Minutes
CEA Executive Board
TSC Room 225B
Feb 14, 2008 – 11:00 a.m.

In attendance: Karen Hoffman, Pat Anderson, Kevin Johnson, Heidi Harris, Craig Miller, Maren Seamons, Enid Kelley

Not in attendance: Michelle Wilson, Annette Rindlisbacher, Jennifer Archibald

Conducting Meeting – President Karen Hoffman

There was no quorum. Minutes were not approved.

I. Committee Reports & Assignments

Employee Relations: Michelle Wilson – not in attendance

Employee Recognition: Maren Seamons
They have had no success in getting donations for our large award for the CEA Banquet. Maren asked for any suggestions on businesses that might donate, or if any of the board have contacts. They also haven’t received any new applications for employee of the quarter.

Employee Enhancement: Annette Rindlisbacher – not in attendance

Media & Public Relations: Jennifer Archibald – not in attendance

Salary & Benefits: Kevin Johnson and Heidi Harris
They did a comparison of other Universities and our peer institutions and have come to the conclusion that we are well compensated with annual leave. We will continue to ask to be notified as far in advance as possible of Christmas leave decisions, but we recognize that it is indeed a gift. Heidi will be reviewing the information from Deb on discounts from businesses and a reminder that will be given out to employees at the banquet. We will have a table with resources at the banquet for employees to look at.

Scholarships: Pat Anderson
Pat received one scholarship application. The scholarship deadline date is May 16th – we will send an email reminder to CEA employees. The scholarship amount is $500 a semester, $1000 total. Remind employees who is eligible, reinforce that employees are also eligible, send an email once a month until May.
II. Ski night – Karen Hoffman - 206 people that went – Culinary Concepts waived the $75 fee since there were so many people that attended.

III. Legislative Session - Craig Miller, Karen Hoffman and Jill Ballard attended the Legislative Session. It was very informative and they met with all the legislators except for Lyle Hillyard. They met in the new State Capitol building. They initially met as a whole body as representatives from the Utah Higher Education Associations. Then each group met with their own representatives. We will send a mass email next year to all employees to invite them to the legislative meetings. We may also look at sending a hard copy. We were also encouraged to invite people on the “buddy system” – the personal invitation may be most encouraging to employees who may be apprehensive about attending the legislature meetings. We may invite the UHESA legislative liaison to a meeting or maybe have them present at a brown bag forum. It would let them know what the process is and educate the committee.

IV. EBAB updates – the committee took the suggestion for Hospice care to EBAB. EBAB committee did not meet until the end of January. Hospice care does not go toward your out-of-pocket - it was passed that from now on the out-of-pocket expenses are now included from the 20 percent that it is covered. Please bring any issues to the committee. They will forward the request to the Health Advisory Committee for review.
EBAB also passed pre-implantation genetic testing – our benefits did not pay for any genetic testing. This was passed and is now covered by our benefits.

V. CEA Banquet - Plants are requested for the banquet. We need to send a thank you card for Brian Daines. The CEA Banquet is set for June, we’ll invite others to play basketball in May. Participants must be full-time classified employees. Maybe advertise in the HPER with a poster or at the Space Dynamic Lab. Craig will talk directly to Housing to recruit a team. Will ask for volunteer referees.
Next meeting is March 6th,

Meeting was adjourned.