In attendance: Karen Hoffman, Jennifer Barton, Maren Seamons, Kevin Johnson, Taci Watterson, Enid Kelley, Pat Anderson, Heidi Harris, Debbie Tidwell

Visitor: Jeremy Jennings (Academic Senate President)

Approval of Minutes – December and January’s minutes were approved. Kevin Johnson motioned for approval for December’s minutes. Heidi Harris seconded. Taci Watterson motioned for approval of January’s minutes. Pat Anderson seconded. Minutes were approved unanimously.

1. USU Tobacco Policy  Jeremy Jennings – Academic Senate President

Jeremy presented the ASUSU Tobacco Policy Revision that has been proposed. Changes to the policy would include prohibiting:

1. Smoking in courtyards or other areas where air circulation may be impeded by architectural, landscaping, or other barriers (such as, but not limited to, The Taggart Student Center Patio and bus stop enclosures),
2. selling, offering for sale, or free sampling any cigar, cigarette, or tobacco product in any form or items depicting tobacco logos, symbols and or manufacture names to any person, 3. Smoking in areas reserved for events that do not have fixed seating but for which a mass gathering of greater than 50 individuals will congregate; such as but not limited to; Outdoor concerts, A-Day, WOW, and Groundbreaking ceremonies. 4. Advertising of any tobacco products, including but not limited to logos, symbols, and or manufacture names; in any Utah State University publication, internet site, or on campus (or property owned or controlled by the University, including athletic events or at any off-campus University-sponsored function or event.

There was a discussion about why there was not a total ban. It was explained that the administration had concerns about international student recruitment and faculty recruitment.

This is a still a proposal of a new policy and it will be sent to the Board of Trustees. A CDC grant will help with education if this new policy is adopted. The police will help with enforcement.

2. Committee Reports & Assignments

Salary & Benefits  Kevin Johnson

There have been concerns expressed from some classified employees who feel that supervisors have been using the university wide reductions in force as a tool to harass employees. Instances have been brought to board members attention, but anonymously in fear of retaliation.
There are reports from board members who have been approached by classified employees who are feeling panicked about the possibility of job losses. Most of that concern is based on the loss of health insurance.

The Salary and Benefits committee is continuing to pursue the 360 employee reviews. They realize this is not a fix for the current environment, but could help in the future. There was discussion about what options employees have if they feel they are in a hostile work environment. Employees are directed to Human Resources department with their complaints. If they don’t feel that their concerns are met, there is a grievance committee for classified employees to go to. The CEA president should be contacted first. There was concern that there was no help with a grievance committee because the employees felt no job security if they voice concerns publicly. It was questioned whether there was still a blog for discussion of budget cuts so that employees could give feedback anonymously.

The committee has an item for future discussion to look at release time to exercise. They believe it is still the right program but the wrong time to request this benefit.

Employee Enhancement        Maren Seamons - Ski Night review

We had 106 people show up, that was $106 for each PEA and CEA. Housing had a ski night on the Monday before. They would like to space out the two events if possible to increase attendance. We need to send thank you cards to Beaver Mountain for their assistance. – Enid will finish new thank you cards. Maren will talk to Beaver Mountain about putting us on a waiting list for a different week. The Legislative Forum is coming up next and will be combined with PEA. The following forum will be held on April 20th also with PEA. This forum will focus on recycling day and the final forum will be our CEA week. – Legislators get out a week later this year. We will ask Milt Johnson to help with Legislative meetings.

Employee Relations            Heidi Harris
They are looking for ideas that promote Employee Relations that help lift spirits that we can let employees know about that are not an expense to the University. For example IHOP restaurant offers 15% discounts to students AND employees.

Scholarships                  Pat Anderson
Taci suggested another option to possibly raise money for scholarships in addition to Ski-night. A date night might be to set up as a “sponsored date night” for CEA, possibly rent out a theater – schedule an early night – other organizations have done this in conjunction with fundraising and then the theater would donate part of the proceeds to the fundraising effort. We might be able to
schedule this as part of CEA week. Maren will contact them to find out details and costs. The scholarship fund has 35 people donating for $131 a month. There is approximately $1300 a year from monthly scholarships donations and last year we raised about $500 from fundraisers. Pat will let us know what amounts we can offer for scholarships at the next meeting.

Media & Public Relations  
Jennifer Barton

Jennifer is still planning on completing and sending the Spring newsletter in March – She was wondering if there were any pictures from ski night. We were unaware of any. Maren did have a quote to add from someone who came to ski night. Jennifer will also add information about the Legislative Forum. Kevin Johnson and his committee will be spotlighted for March. Taci has pictures from the legislative meeting that she will send to Jennifer for the newsletter. The next newsletter will go out in May before CEA week.

Employee Recognition  
Taci Watterson
The committee awarded the 3rd quarter employee of the year to Cathy Gerber.

3. UHESA Day – Review  
Karen Hoffman

We had six CEA representatives go to the Utah Higher Education Staff Association meetings to meet with the Legislators. There were also five representatives from PEA. Classified employees wore USU logo attire. There were lots of positive comments by identifying ourselves as USU employees. We received many positive comments about the furlough; it was especially noted because so many people on other campuses have already lost permanent positions. In discussions with the president and administrators they have discussed possibilities of additional furloughs. They are considering an option that those that make a higher salary will take a longer furlough. Those with lower salaries would take a shorter furlough. Nothing is firm yet and there will still be changes.

Kevin Johnson motioned to adjourn. Debbie Tidwell seconded. The meeting was adjourned.

Next Meeting: March 5, 2009