CEA Board Meeting Minutes
Business Bldg. 715
August 21, 2014  11:00 a.m.

Conducting Meeting:  Brian Joy, Vice President
In attendance:  Brian Joy,  Nancy Christensen, Deb Megill, Monica Neilson, Darla Moore
Excused:  Taci Watterson-Balls, Megan Maples

Mickelle Anderson, MSHR/Employment Coordinator.  The HR office recently updated some of our University Policies.  They received approval from the Executive Committee in the Spring 2014.  Mickelle came to run the changes/updates to the policies by the members of the CEA board.  They want to combine Bereavement Leave, Jury and Witness Leave, Special Development Leave, and Organ Donor Leave.  They will merge into 1 policy titled "Other Leave."

Bereavement Leave removed any member living in the employee’s household because people living in the house who are not family members and do not qualify for this leave.

They also added “domestic partner”, which has long been covered by USU policies and benefits but not named in these policies.

Organ Donor Leave Changed title to Bone Marrow or Organ Donor Leave.  Bone marrow was covered in the original policy, but not referenced in the titled.  It also clarified that “day” means a calendar day.

These changes have not been made yet.  They are continuing to take these to other groups to see how everyone feels about the changes.

Committee Reports & Assignments

Salary & Benefits
Deb McGill notified us that there will be a new program where you can shop around for prices for procedures.  You will also be able to get reviews from those who have used the facility and doctors you are looking into.  This program is not up and running yet.

Employee Enhancement
Monica Neilson will schedule the Holiday Social for the 16th or 17th of December.  Need help with donations for the Social.  Vicki Anderson in computer science would be a good person to ask.  She did an excellent job with this for the CEA Luncheon.  Darla will donate cinnamon rolls for the social.
**Employee Relations**
Nancy Christensen said it would be a big help for her job to have the webpage updated. Talked about who we could get to do this. The media specialist was Jennifer who is no longer with us. This person would also keep up our facebook and newsletter. Everyone was asked to look around for people you think could do this and turn names into Taci.

**Scholarships** is Deb Megill not Suzann Thorpe

**Media & Relations** – we need to find someone for this. They would keep track of webpage/newsletter/ facebook/ and twitter(?)

**Employee Recognition**, Idena Ward has stepped down from this position. Ask Taci if she has anyone in mind for this.

**Other Business:**
It was discussed that CEA and PEA have talked of joining but nothing has happened with this. Concern was raised with those attending from HR about the use of the pool: They said they are aware and are working on it….but it is a long story.

June 2014 meeting minutes were not approved – no quorum present
Meeting adjourned at 11:00 a.m.

**Next meeting will be October 16th 11:00 Business Bldg 715**

FYI since our last meeting the following names were presented to Taci. They have accepted to join the board:
- Annette Grove – Anthropology – Employee Recognition board member
- Diane Buist – History Department – Media and Public Relations

Thanks ladies for joining us. We look forward to getting to know you and all that you will add to the CEA Board. See you all at the meeting on Thursday.