

Staff Engagement Committee (SEC)
Meeting Agenda
May 23, 2023, at 8:30am in JKW 212

1. Welcome & Introductions
 - a. Jorge no longer with DOF
 - b. Anette Shenkir Research Enterprise AABS Library (JKW)
 - c. Shane Hinckley- Brand Development
 - d. Opening question- You are 16/17 what are you doing on a Friday night?

2. Approval of March Minutes
 - a. Motion to approve by: Dannah Pembelton
 - b. Second: Tamra Ray

3. Administrative Report- John Crawford, Vice President & CFO
 - a. One more week in legislative session which will end May 29th. A new version from the house committee will provide new funding for higher ed. Also, a new bill from the senate that cut out institutional enhancement minus 50 mil. The Joint committee hammered out differences last night and an exceptional item was put back in, wasn't quite as good as house substitute. Chancellors from 6 state institutions submitted a letter to the speaker of the house to invest \$1billion in higher ED and in return the universities will hold undergraduate level tuition and fee costs for two-year period. Proposed a "partnership"- if we don't get more funding then tuition will go up. We should see the final decision by May 29th, 2023.
 - b. Path Forward- CSIGG- John McCall & Jessica Kilby- Working group 27- delegating purchasing authority- an announcement will be made stating DPA will increase to \$25,000 starting June 1, 2023.
 - c. A formal recommendation will come out later this week and we hope to receive an official response within a week or two.
 - d. Equity- waiting on legislative- yes planning a merit- waiting to see how much we get, which will determine amount. The amount will be distributed the same as the annual merits.
 - e. Questions for John before he had to leave for coffee with president.
 - i. Will PCARD limit increase purchasing limit? Chidnand- Not automatically a request will have to be made with PCARD group.
 - ii. What determines how much each dept gets for equity? Same EFG(?) percentage that dept receives for annual merits- Darlene White
 - iii. Will other system members delegating authority go up? Most other members plan to follow suit but not currently - Katy Ellison

4. Benefits Report- Stacey Havel, Business Services Administrator, HROE
 - a. SEBAC meeting going on right now, new SEBAC rep. Tamra Young- If you have questions about Insurance plans, system benefits admin, etc. she can take it to committee IE: Dental PPO used to not cover night guards and Vision did not cover- anti reflective lenses but after someone brought it to the committee, they were able to get those covered in our plan.

5. University Staff Council Report, Tamra Young, Executive Officer Committee Secretary
 - a. No update

6. Old Business
 - a. Vote on By-Laws- Will be done in June. The change will be regarding the role of our ex-officio members.

7. New Business
 - a. Updates from sub-committees
 - i. Staff Appreciation- Darlene Whyte
 1. Shane confirmed he can set up whatever we want. We just need a budget, and it can be set up.
 2. John wants to know- Would you rather be given a list of items and given a \$25 credit that can be applied to a bigger, nicer item or choose from a list of only items within price range?
 - a. Could be an item that is non division specific to keep down price.
 3. Name tags- new ones for years of service? Can we get them before event in the fall?
 4. Central fund for staff appreciation?
 5. Need to come up with cost for anticipated onboarding per year and then initial investment amount for overall budget.
 6. Jane- John communicated to everyone on his direct team that everyone needs to in some way show appreciation to their staff in his last leadership meeting.
 - ii. Staff Development- Jessica Clark (Rebecca spangler on Jessica's behalf)
 1. One week to decide if Annenberg Center can be booked.
 2. Jessica talked to ABOC in their recent meeting and got positive feedback.
 3. Rebecca created qualtrix poll for questions to bring to ABOC to see who will be willing to be a panelist.
 - a. 3 separate panels- breakfast 8-9, and 3 paneled

sessions. End at noon. Q&A- For Fall session-
Tentative date- Thursday October 26th? Give
rental payment (Damon sent info to John) and
we need to get account for purchases.

- b. How can we incorporate faculty with staff
(maybe one of the panelists to build repour?)

- iii. Onboarding- Leann Harris

- 1. Dept. responsibilities- before employee arrives checklist.
- 2. Supervisor checklist to discuss with employee.
- 3. Training that can be assigned based on roles.
- 4. Access Forms- links
- 5. Resources- links

- 8. Closing Discussion

Next SEC Meeting, Tuesday, June 27th at 8:30am.

- 9. Adjourn

Important Dates: