Minutes

Present: Jessica Oyler, Brett Perozzi, Amy Huntington, Luke Jenkins, Cathy Christensen, Jackie Schafer, Raenna Johnson, Judy Hutchinson, Anita Preece, Patti Rasmussen, Kimberly Love, Aubrey Jenkins-Lord, Paige Davies, Alex Ward, Shelly Park

Excused: Gail Niklason

1. Approval of February meeting minutes - Approved without changes

2. Guest Presentation: Acceptable Use Policy updates – Bret Ellis, IT
   ○ Based on mandated changes from USHE and the Legislature, wording in AUP for Personal Use was updated to clarify what is acceptable for personal use of University technology. See 5.2.4
   ○ Following brief discussion, SAC supported the changes proposed to PPM 10-2

3. Updates from President’s Council and Board of Trustees
   ○ Student fee changes for 2020-2021 were reviewed and approved.
   ○ Addition of mental health counseling in PPM related to student services was approved
     ■ “I can help” training is available for faculty and staff
   ○ Property sale discussions for hotel in front of DEC moving forward
   ○ Parking fees for 2020-2021 were approved by President’s Council. Slight increase in the W and A parking lots. Dee Events Center parking will eventually become free with Bus Rapid Transit (BRT) line.

4. COVID-19 Planning & Preparation Update and Discussion – Dane LeBlanc, Jessica Oyler
   ○ Dane and Jessica updated SAC on current university plans and the process being used to make decisions, including coordination with other USHE institutions, federal, state and local health organizations and state government. There will be on-going communication to staff, faculty, students and the community.

5. Possible salary raises for Staff – Amy Huntington
Executive budget committee for legislature approved a 2.5% increase in salary to USHE institutions. There may also be additional dollars within funding to the University that can be allocated to raises.

SAC discussed past practices with regard to salary increases; current faculty senate research on inequities within faculty salaries, and options for seeking staff input on raises (a survey). Discussion of the disparate practices between divisions and possibly within divisions and the continued issue with PREP completion. There was desire, if time allows, to create a short survey to send out to staff regarding preference for raises to be across the board or based on merit, or a combination of the two.

6. **Update from Medical Benefits Committee** – Jackie Shafer

   Jackie provided an update from the recent Medical Benefits Committee of the University. The Committee meets once annually to hear from Administrative Services leadership and our contracted benefits consultant.

   - HR will be holding open meetings to discuss the high-deductible plan
   - WSU will stay with PEHP as moving to a self-funded plan does not currently make sense for the university.

7. **Subcommittee and Initiative Updates**

   - **Staff Equity** – Luke Jenkins

     - PPM 3-48: Received buy-in from legal. Now waiting to hear from HR and Norm Tarbox if wording is acceptable. It will go to President’s Council for approval in April.

   - **Parental Leave Policy** – Kim Love

     - Kim updated on the different groups that we have run our draft proposal by, including Faculty Senate leadership, UWHEN leadership, AVP Adrienne Andrews, and Trustee, Karla Bergeson. We received feedback and support for the proposal from all parties.

     - WSU proposal is comparable to UVU (5 additional days of paid parental leave, and it is stackable time.) The 3-week parental leave can be used intermittently. The proposal includes a change to allow the employee to retain 1 week of vacation and 1 week of sick leave rather than exhaust it while on FMLA.
A suggestion was raised to establish a timeframe that would apply to employees who had recent births/adoption prior to the implementation of the proposal.

- **Super Staff Awards – Janae**
  - Great job to Super Staff committee and Janae for an excellent event!

- **Parking Committee – Cathy**
  - Construction started on Noorda building for EAST
  - Solar covered parking will be in W10
  - BRT project scheduled for completion in August 2022
  - Dee Events Center is having a complete sound overhaul
  - FM looking at trial project for Lyft service from WSD to WSU
  - Proposal to increase parking fines in 2021

8. **Next Meeting** April 7, 2020, 2:30 – 4:00pm