

# MAY 2014 meeting minutes

Wednesday, May 14, 2014

8:51 AM

**Called to order** at 9:04 AM

## **Introduction of visitors**

Ron Smith, VP, Finance and Administration, will be present during most Staff Affairs Meetings. This suggestion was based on conversation Staff Affairs Chair and Vice-chair had with President Staben.

Welcome to new members: Darren Kearney, Jennifer Baillargeon-Hauck, Amber Wilson, and Debbie Caudle.

## **Recognition – UI Staff of the month**

Tara Roberts, Science and Research Writer, University Communications and marketing – for going above and beyond call of duty

## **Presentation**

Emily Tuschhoff and Brian – Presentation on Campus Suicide Prevention – mission, goals and objectives.

This program started last semester, received a 3 year grant. The goal is to use this grant to get a solid foundation of the program built up before grant is up. The goals include:

- Conduct suicide training to at least 60% of UI faculty and staff by the end of the 3 year grant (20% trained in Mental Health First Aid (MHFA))
- Promote afterhours crisis services (CTC & national)
- Present educational seminars by peer educators
- Distribute informational material to promote mental health
- Conduct evidence based screenings
- Increase collaboration with area hospitals to improve follow-up after discharge
- Educate community about availability and benefits of counseling

The goal is to increase awareness and help faculty and staff learn to recognize warning signs.

Want to increase alcohol screening-increase to help students get help sooner. They are collaboration with area hospitals and are working on educating the community.

QPR-see handout. These are tools to help students. If faculty has to be gone, don't cancel your class or program, they will come in and do this training during this class time.

MHFA

Questions: times/ layout or trainings? Very intense material. Training used to be 12hours, but have now been condensed down to 8 hours.

Suggestions: all day on a Saturday, difficulty with it being a paid training, community based, offer summer sessions.

How can we reach more staff? College support from Deans. Interest also expressed to have these trainings offered off site.

### **Roll Call, Determination of Quorum**

Absences: Chad Neilson, Clint Payton, Marty Lunt, Teresa Million, Irma Sixtos, Ron Polley, Amanda Moore-Kriwox, Carol Spain, Mark Miller, Greg Walters

### **Approval of April 9, 2014 Minutes**

Correct spelling of Creg Empey's name on page 6,  
Motion – Janice Todish, Greg Fizzell 2<sup>nd</sup>. Motion approved with these changes made.

### **Executive Committee Reports**

#### **Chair – Brian Mahoney**

**Tobacco five campus** - was discussed at the last faculty meeting to find out if most were in favor or not. There was a lot of discussion. Passed in simple majority – very similar to the SA vote. All agreed that it needs to be looked at more thoroughly. Some really good points came up during the discussion. It is currently on President's table. We do not know yet where it is going. Daniel, the student who initiated this have now graduated. Brian, today's visitor, is the new Health Coordinator on campus. Brian is going to be turning tobacco free project over to Ali Bretthauer.

Brian is going to stay on the **guns on campus taskforce**. Survey has been put on hold for now. July 1 is when the law goes into effect. Will continue to serve as an advisor on this in future meetings.

Annual report – last thing to do, will be asking for feedback to complete. We did have a pretty good overview on the Report to the president.

#### **Vice-Chair/Policy – Ali Bretthauer**

Brought handouts of **1460 revision**.

**Staff Affairs Retreat** scheduled for June 6. ON the agenda will be a discussion on bylaw changes, and will possibly be moved off campus. More to come.

Meeting calendar invites have been sent out for the 2014-2015 year. Please report any absences directly to Laila Cornwall at [lailac@uidaho.edu](mailto:lailac@uidaho.edu).

Upcoming Statewide tour, we are currently looking at traveling with faculty Senate to help lower costs.

Ideas of what direction Staff Affairs needs to go in the coming year, please send email to Ali at [abretthauer@uidaho.edu](mailto:abretthauer@uidaho.edu).

#### **Treasurer – Janice Todish**

Staff Affairs budget was attached for today's agenda. We may need to look for additional funding from somewhere. Not finalized yet as we are still waiting on some final invoices.

Retreat expenses will show up twice on this year's budget, because both last year's retreat and this year's retreat took place during this fiscal year.

Wrap up session for the awards committee. Please send suggestions for improvements to Janice at jtodish@uidaho.edu

Costs for awards - more people chose gifts from the bookstore than usual; we need to look at costs for the prizes to make sure they are equitable.

**Secretary – Laila Cornwall**

Nothing to report

**Media/Communication – Debra Rumford**

The newsletter have now been sent out to faculty as well as staff. We have seen a huge increase in KUDOS from faculty as well as received positive feedback from faculty on the Chairs report.

**Off-Campus – Liz Ridgway**

Nothing to report

**Faculty Senate Rep – Creg Empey**

Nothing to report

***New Business***

**1460 Revision** – C2, ia. Suggested change: "Policies within matters of staff are referred to the Staff Affairs in advance."

Discussion on positioning - suggestion is to move sentence after faculty sentence. In advance of what? Take out "the", add "Prior to", take out "in advance" and after faculty senate

Motion to amend the location of the sentence to after the faculty sentence – Creg Empey, 2<sup>nd</sup> Matt Dorschel. Votes: Yes – 10, No – 7, Off campus No – 4, Abstain – 3. Not passed

Greg Flzzell move that we strike "in advance", 2<sup>nd</sup> JR Kok. Votes: Yes – 19, No – 3, Abstain – 2. Motion was approved.

NOTE: we do not need to vote on minor edits

Motion to approve the sentence with changes discussed – JR Kok, 2<sup>nd</sup> Creg Empey. Motion approved unanimously.

***Search Committee for new Provost*** – will begin this week on May 16<sup>th</sup>.

***Athletic discount tickets*** – suggest an all sports family pass. We have not had it the last few years and would like bring back. There are some income tax issues that will need to be worked out. Lisa Miller will ask about this. Amber Wilson will help Kristin Strong with this and report back at our next regular meeting.

***Staff Affairs Retreat*** – other locations than campus are being considered. Maybe 1912 Center?

Chair/Vice-Chair transitions – Name tags, emails from the last year will be saved on the shared drive, where the emails will be going will be changed closer to the end of May.

**Good of the order**

Janice Todish - thank you to Brian Mahoney, the Staff Affairs have grown tremendously under your leadership

**Meeting adjourned 10:04 AM**