

November 2014 meeting

Wednesday, November 12, 2014

9:01 AM

Call to order at 9:03 AM

Recognition - Staff of the month

Rosa Graham, Printing Reprographic Supervisor, Copy Center

Roll Call, Determination of Quorum

Absences: Darren Kearney, Chad Neilson, Teresa Million, Irma Sixtos, John Shuttleworth, Vickie Burnett, Debbie Caudle, Elissa Keim, Mark Miller

Guest speakers

Admissions Update – Cezar Mesquita, Director of Admissions

Have now been with the UI for 2 ½ years.

50 % higher attendance at Envision Idaho. Biggest change was that it was moved from Friday to Saturday allowing more prospective students and parents to attend. There was 750 seats in the ball room and we were packed.

We had 690 students register for classes; 80 % had not yet applied for admissions.

Census overview; Handouts, see page 6-8

It is a snapshot to academic Programs. The Admissions Office Enrollment funnel – *Suspects* – entire world. Graduate students are considered adult learners, and are not reflected in the numbers. 40% enrolled are adult learners that are engaged in the learning process. We received 200,000 names from the ACT testing.

Inquiry – these are students who have taken interest from initial mailing. Once the application has been filled out the likelihood of them actually enrolling goes up significantly. 9000 applications – 1/3 of them are “stealth” apps. Completion rate is continuing to be about 70 %. The goal is to reach out to the students to increase this by 10% - that is about 900 more applications. What are the barriers? Face to face contact is vital to ensure that the student and his family feel welcomed and supported.

New this year is a \$100 Enrollment deposit. The goal is to increase 5% in new students. Financial decisions are made when invoice is sent out in July.

Question: Is the deposit new? It is brand new, it is a tuition deposit and will be credited towards tuition the first semester. Housing has reduced their deposit from \$250 to \$200.

Question: Is there a waiver process? If the student asks for a waiver they are most likely to get it. If they qualified for reduced lunches and/or financial aid they would most likely qualify. 40% at UI would also be eligible for Pell grants. We are seeing “family pride” – families that would qualify choose to not take advantage of it.

Question: With vested interest, is the deposit refundable? No. Deposits make them more vested and interaction is more qualified.

Question: With the enrollment deposit, can they still register if they don't attend Vandal Friday? No.

Question: New Strategies? Envision Program; Sharing of data – better communication and more timely data of people who visit. More campus visits – improvement of tour guides, route, better organized. Yield events – off campus to showcase what we have to offer. Financial aid – new guidelines – Bronze level – expectations from families for additional support as well as financial need.

Idaho has a lot of high school students who choose to not go to college. College growing rate right now is 49% - this is down from a few years ago. What does it look like for the 51%, why are they not coming? Families do not see the value in the degree with the job they will get in 5 years' time. Need significant change made on a state level.

Families are choosing colleges with their pocketbooks (willingness, ability, value)

Approval of October 8, 2014 Minutes

Motion to approve minutes – Marlene Wilson, Janice Todish 2nd. Approved unanimously.

Executive Committee Reports

Chair – Ali Bretthauer

Faculty Senate met to look at options for staff – many ideas to improve life for staff. Moving ahead to form an Ad hoc committee to consist of faculty, staff, grad students, temporary employees. Hope to start soon.

Faculty Senate Rep, Mark Miller's position. We have received 2 nominations. Will open it up to UI this month. Will look at past involvement, Mark would like to work with this individual before he steps down.

Staff Open forum – Interest in holding one in early January? Thoughts?

- Would like to see a basic outline/agenda
- Bring in key people to help answer questions
- Have staff send in general questions ahead of time
- Staff Affairs represent? What is the intent of the open forum?
- Open up Staff Affairs to campus
- What is the problem?
- Connect better – social?
- Rebranding

Ali will create an agenda to present at next meeting.

Benefits Advisory Group vacancy – they want us to nominate someone. Please email Ali with suggestions to abretthauer@uidaho.edu

Vice-Chair – Greg Fizzell

HR update of leave policy has been reviewed by the policy committee. It was decided to stick with the original vote. See pages 9-35 of this month's agenda.

Policy Sub Committee meet every other Friday to update the Staff Affairs Bylaws. New members in the group are Marty Lunt and Chad Neilson.

Secretary – Laila Cornwall

We have updated Membership Forms. Please verify for correct information, sign and return to Laila at lailac@uidaho.edu. Will send out forms later this week to members not physically present in today's meeting.

Media/Communications – Debra Rumford

Staff Newsletter – rebranding. What do we want in the newsletter in the future? We have been asked by a non-profit organization if they could advertise in the newsletter. Do we want advertising in it or not? Thoughts?

- KUDOS – faculty/staff collaboration
- Context of highlighting a staff member monthly
- Friendship Family Program through IPO
- Time? Cost? What type of advertisement?
- Against – we are not in the advertising business, we would lose our viewers and the newsletter already have a lot of content
- Staff graduation recognition list December and May – should be volunteer basis, not everyone wants their name posted and we do not have access to the graduation list
- Promotions
- Ask for pictures “Active in the Community” as more of a highlight
- More stories from staff in general.

Request: Need help with the Staff Recognition Program, if interested in helping, please let Debra know.

Treasurer – Janice Todish

Nothing to report

Off-campus – Angie Sowers

Nothing to report

Advisory Reports

Faculty senate – Brian Mahoney

Have had multiple articles in the Argonaut.

F & A - Ron Smith

Career Ladder Committee - started to meet and is moving forward.

Public Safety – wants to expand the firearms policy to a weapons policy. Being reviewed by executive team tomorrow. See handout on page 9-11

Public Safety Office – created an emergency card – if you want more cards contact Matt Dorchell. See handout on page 12

HR -Greg Walters

Open enrollment – premiums stayed the same. Across the nation – not so much so, so this is huge. UI is self-funded and is managed very well. The preventative Drug list – starting in January, these will be covered at full cost.

Question: The list is hard to find – can we make it more accessible?

Subcommittee Reports

Staff Recognition – We want to do a comparison with SEL on how we can do better on employee recognition. Alternative compensation ideas are on the list.

Simplify the awards ceremony – make change to retiree gifts. Most don't want the clock but want other options.

Include temporary help employees as well.

Survey will be sent out – will be brought to Staff Affairs before sending out University wide.

Tobacco Committee – not present

Old business:

Elections

Todd Perry was approved. And his name will be forwarded on.

Comp Time Policy – 4 Town Hall meetings were held. Additional comments?

- Leaves out on-call hours
- B2-E3 – contradiction – option to opt out of comp hours/payout. Which will it be? Not very clear. The example is \$5.00/hour – this is not even minimum wage
- A2 – not revised “time-keeper”
- B2 – language is confusing
- General feeling is ok. Did not want the buy down to 80 hours
- \$ versus time – manage to make it work
- Maximum 240 hours – not time to take it off

Other concerns – send revisions to Ali and she will compile them all for us. Final draft will be voted on electronically.

The policy goes before Faculty Senate on December 2nd, hope to turn it on in production on December 3.

Staff Affairs Strategic Planning Team – Poll was sent out for the best meeting time – week of December 5th. Moving forward. Would like to have it ready for Staff Affairs Open Forum.

New business

Holiday Challenge – See handout on page 14. Last year we had 48 teams. Staff Affairs helped sponsor a part for the winning teams. It was a huge success. Will Staff Affairs help support again this year?

Feedback on last years' experience, please send to Kristin Strong.

Motion to help sponsor \$100 total to winning team of the holiday challenge event this year, Kristin Strong, Brian Mahoney 2nd. Approved unanimously.

Alternative Compensation – Open it up? Nominate? Thoughts? Ali will put the complete list together. Faculty Senate discussion – their idea. They want to put together an ad hoc committee. Staff Affairs representation interest – Sue Branting, J.R. Kok, and Laila Cornwall

Good of the Order

Marty Lunt – Student employee's salary - Is it supposed to count toward their scholarships?

Brian Mahoney - Food Drive at the Rec Center over fall break – no expired items please. Will go to the Campus Pantry

Meeting Adjourned at 10:52 AM