

October 12, 2016

Wednesday, October 12, 2016

Call to order: 8:59 AM

Recognition - Staff of Month

Michael Salmon, Transfer Specialist, Registrar's Office

"Michael consistently goes above and beyond to make sure that he can help students. His customer service is such that I will receive calls specifically to tell how much a student appreciates the time and effort that he puts in to make sure that he does everything he can to make sure the information for his student is accurate and complete. For a relatively new employee he is a pleasure to work with and shows genuine care and concern for our students."

Rebecca Frost, Assistant Registrar – Registrar's Office

Guest Presentation: President Staben was a guest speaker this time and spoke about the State of the University Address that was earlier in the week and the Strategic Plan and Progress.

Strategic Plan and Progress:

Innovate, Engage, Transform, Cultivate

Innovate: One goal, can we achieve Carnegie one status?

Engage: Initiation of the direct admit so high school students are directly admitted. Freshmen up 7% this year

Enrollment numbers are given on October 15th, which will be Monday the 17th when this will be announced; Enrollment and economy going up

Transform: Making changes at U of I that are not state wide: eliminated application fee, working on a different term, this will be about \$200,000 in revenue lost but we need to allow for educating people

Enrollment it stagnant at this time, transfers up, underrepresented groups up 14%,

Cultivate: A diverse community, IPE implemented,

Facilities: IRIC, College of Ed, Wallace complex remodel, Library updates, WWAMI medical education building remodel as well as a location in Gritman, Basketball/volleyball arena – Students imposed a fee on themselves to help pay for this.

Our employees do not feel a good about working at the University that President would like so there is an opportunity to do something about it.

Things we have done: Compensation is an issue, how they are classified are an issue, Wes and Brian have made a great effort on the Market based compensation plan and once we grow enrollment we can fund the market based compensation program.

Health Insurance: premiums will not go up this year

Increased transparency on the budget and finance side

At the administrators retreat they discussed what can be done to increase job satisfaction and why we scored low on ModernThink Higher Education Insight Survey. Will be having open sessions to discuss why we are placed where we are on this.

Questions

What do you plan to do to increase the enrollment and the turnover of the staff who are in charge of these areas?

We will re-staff and move forward

Underrepresented groups are up 14%, which is good, why is that? Scholarship was created, new degree programs have been created; Latino and multiracial increased as well

Latino Community named President Staben Friend of the Community

How are we reaching local communities who do not encourage students to go on to College?

Enroll Idaho is an example of this. University of Idaho is Excellence and accessible.

When talking about enrollment growth how do you incorporate Idaho Falls and other locations? They are looking at programs to bring to the different locations as well as possible distance education.

Have to find the right balance of people and offerings

What about first generations college students and how are we recruiting them?

About 40% of first generation students. Communication is sent in English and Spanish to assist with communication,

Higher freshman rate for minority students than we do for majority. We need to build to accommodate the increase in enrollment and to cater to the students and advising.

International student have declined this year due to Brazilian government changes and Saudi Arabia have decided to send their students to different educational institutions.

9 year plan, increasing enrollment, will the community be able to support this increase?

Increase in residence and restaurants but we have the community resources to support increase in enrollment by about 5000 which could increase the community about 10,000

Do we need to let employees know that they should not be looking up their SOC and expecting they will receive the amounts they see?

Wes stated that it needs to evolve and employees need to wait for it as there are other items in play as well. Everyone needs to be hopefully suspicious. It will be better but how much better? We need to be patient and wait for it.

Staben: we have to grow revenue. The one thing under our control is to grow enrollment as we do that we will work on growing support for them

Court Sports probably about 3 years out for completion.

Expect any backlash on the sports arena? Some will question it but it was supported by students

Graduate degrees increase? Static in this area, possible process improvements, need to increase programs

Modest increase in students in the Greek system. Sororities are full now.

Where would we house 5000 more students?

We have some space now and some will be living off campus but will probably need 3 or 4 residence hall by 2025.

Savannah Tranchell: Idaho State Charitable giving campaign, United Way: can be payroll deducted, if you donate through the campaign the agencies know what is coming in. Last year there was a decrease in payroll deduction due to some retirements. Nonprofit fair did well and there is be brown bag series to highlight the nonprofit agencies in our area. This information can be found in the Daily Register as well.

Centers can also designate where they would like their funds allocated across the state.

There is a list of the agencies on the United Way website to give to. Others can be added if needed. www.unitedwecare.idaho.gov donors will be entered into a drawing to get gifts

Roll Call, Determination of Quorum:

Absences: Leslie Hammes, Todd Perry, Diane McGarry, Kristen Strong, Laila Cornwall, Debbie Caudle, Irma Sixtos, Elissa Keim, and Brian Foisey. Quorum is met.

Approval of Minutes:

Minutes approved, motion Brewick, second Freitag, and all aye

Executive Committee Reports:

Off campus Rep – Angie Sowers: nothing to report

Communications – Summer Howard: nothing to report

Treasurer Report – Kris Freitag: Has been moving money around so there is money available for the staff awards, budgets look good. Money was spent for 2015 to give awards that were not collected at that time.

Secretary – Marty Lunt: nothing to report

Technology – Darren Kearney: Off campus folks please send feedback on using Zoom today.

Any news on moving to a wiki system?

There are some departments that use these on campus but not used everywhere. They are looking into using wiki technology but nothing has been determined yet?

Calling in from off campus can create issues, some number may not work correctly, if you find this issue, let IT know immediately. Any issues, let IT know ASAP!

Vice Chair – Lisa Miller: nothing to report

Chair – Greg Fizzell: Greg and Lisa met with Staben and let him know the compensation task force is doing well

We need to make sure all off campus is included. Technology can help us with this. Need to make every effort possible to include these folks to attend U of I events and connect them.

When meetings are organized, we need to make sure all hand outs are sent forward as well

Updated on Staff Appreciation Fair and working on best practices from other Universities. Met with Wes to increase Orientation for new employees.

Benefit website shows other places you are eligible for discounts as a University employee. Check it out.

<http://www.uidaho.edu/human-resources/benefits/other-benefits/employee-discounts>

Advisory and other reports

Faculty Senators – Andrew Brewick

Brewick, Wes update on FLSA. Most of time spent on voting on Faculty evaluation forms. Update Rob Spear on moving of Football team division. Fewer scholarships, 63. Have lost a significant amount of donor funding. Hopefully as the year's progress, this will balance out.

Human Resources - Wes Matthews: Exempt employees have to meet the salary test by Dec. 1st, 1/3rd are Post Docs and the other 2/3rds are other staff. Discussions are being had about how to proceed with this. Benefits is the most affected by this change. There will have to be higher approval, legislature has to approve this as well. HR is working with supervisors on this issue. CUPA HR meeting Wes found out there is possible a 6 month delay in implementing this. The University will still move forward with the changes effective November 20th.

Every three years they are looking up information to determine what the number will be for exempt status employees.

Question:

How are we hiring new employees are we taking this into consideration?

Wes stated we are trying to create a system that does not have the same people in the same pay grade, one exempt and one classified.

Professional Development & Learning – Elissa Keim

It is disappointing that the FLSA is happening in conjunction with the Market Rate compensation program, how will you look at this?

Wes: they are looking into this and trying to make it so they avoid creating more issues.

Is there a fear there will be an increase in retention since WSU is right there and they will incorporate changes as well?

There is always that issue and concern. This may come down to funding and how it will all happen. They are being careful to do it right the first time

Subcommittee/UI Committee Reports

Policy – Lisa Miller

Nothing yet, will be looking at some policies soon, hostel workplace and the handicap curriculum

Awards - Summer Howard

Ian stated the Staff Awards is set for April 26, 2017 in the Kibbie Dome this year. Presidents' office will cover facility rental and food costs for this. Get list of people from Ian

Nominations will go out Dec 1st they are looking into how we can incorporate food being available to off campus sites for this. Increase awards to \$1000

Staff forums: the survey to be sent out will help

New Business

Nothing to report at this time

Old Business

Nothing to report at this time

Good of the Order

Who is responsible for sending out folders and table tent names? The new Secretary will figure this out and send out notebooks, name tags and table tents.

Meeting adjourned, 11:12 am