University of Hartford

Staff Association Meeting Minutes

Wednesday, March 8, 2017 – GSU 335 – 1:00 p.m.

Present: Barbara Dessureau, Katie Cox, Laura Eldredge, Valerie Gilleran, Ben Ide, Ed Lazaroff, Ellen Levasseur, Elinor McDermott, Cindy Oppenheimer, Kate Sheely, Gina Signorello (recorder), Lisa Wallenberg

I. Approval of Minutes
   a. Approved minutes from January 9th, January 11th, and February 8th.

II. University Committee Reports
   a. BAT
      i. Spring census is down 172 students (81 undergrad and 91 grad). This includes transfers and study abroad students.
      ii. The number of occupied beds is down.
      iii. There was a discussion about what can be done for FY17 and FY18 in regards to how to minimize spending:
           1. Staff Compensation money will not be touched
           2. Merit increases are still up in the air
           3. There was a suggestion of sharing physical assets such as office supplies.
              Katie Cox said she would be willing to set up a Blackboard course for people to swap supplies.
   b. Wellness Committee
      i. Will be on hiatus until September 1st
   c. Benefits Taskforce
      i. Did not meet because of snow. They will meet tomorrow
   d. Presidential Commission for the Status of Women
      i. No report

III. Staff Association Reports
   a. Web Advisory
      i. The Web and Digital Communication Advisory Committee has now formed subcommittees for Policies and Governance, Low Hanging Fruit, and User Experience. User Experience will meet with deans and directors first and then faculty, staff, and international students to find out the pros and cons of the university website. One objective of Low Hanging Fruit is to make the bulleted parts of each school into widgets which can then be placed across the web into the named college so that costs and courses are the same.
   b. Faculty Senate
      i. Walt gave an update on construction, the campus climate (specifically international students) and enrollment.
      ii. Fred spoke about peer evaluations in teaching.
iii. Laura Whitney talked about the change in pay schedule for exempt employees (going from 26 to 24 pays)
c. Treasurer
   i. No change (approx. $430)
d. Membership
   i. No change
e. Fundraising
   i. A brainstorming session took place. Ideas included a tag sale and a book sale

IV. Old Business
a. Survey
   i. Survey is done and we are waiting on an appropriate time to send it out
b. Elections
   i. Solicitations have gone out. Nominations are open until the 10th.
c. Daffodil Days
   i. Goal was met. Delivery is on the 21st

V. New Business
a. Meeting with Administration next week
   i. Will make sure to add job descriptions and reporting structures to the agenda
b. Facilities
   i. Cindy mentioned that Facilities started a committee to revamp work orders. They are still in the information gathering phase