

Minutes from the July 17, 2008 General Meeting

Board Members in attendance: Naarah McDonald, Michele Brittany, Jennifer Burley, Michelle Hartman, Laurie McKay

1. Welcome to all in attendance! Naarah welcomed all who attended (list of attendees below)

2. Naarah McDonald introduced new staff members @ UWT.

- Aubree Robinson, Business
- Lori Neumann, Business
- Stephanie Beall, Enrollment Services
- Martha Wilson, Institute
- Theresa Ramos, Institute
- Filiz Satir, Advancement

3. Jennifer Burley announced this quarter's – 'Unsung Hero Award'. This quarter, Charlotte Cron from Enrollment Service was awarded.

4. Naarah McDonald & Jennifer Burley talked about the upcoming SA BBQ (July 23rd - 11:30a-1:30p) and the Summer Service Project which running through August 13th and will be a "School Supply Drive" and will be working with United Way . The board received good response about this Service Project especially about it will occur during the summer instead of the holidays when there seems to be so much going on.

5. The board welcomed and introduced the newest board member, Michele Brittany, who will take over as the Mentoring Chair, filling the open spot that has been vacant since Lorna Fernandez left.

6. Naarah McDonald discussed the Budget Management meeting and asked for comments or suggestions that the board members can share with Chancellor Spakes at our next one on one meeting with her. Naarah also mentioned that the May 5th meeting notes can be found on the UWT Finance website. She encouraged staff to please review and explained how important it was for staff to voice their concerns or suggestions.

7. Renee Smith Nyberg from Human Resources came to give an update on 'Release Time'. Things are still in the works but at this time there were really no new updates to share because she is still waiting to hear from other campuses about what they do? Renee will definitely help move this forward and get the staff some clarity on the policy. She noted that a form was started back in 2006 but had been dropped since then and not seen through with completion. Staff had concern about some program getting a lot of release time while others get none. Staff would like

to see a policy set or an education campaign to get faculty and supervisors on board. There were questions put forth about the forms and how using them would assume you are using work time and those issues should be separated if not. There should be no hoops to jump through, if, an employee is choosing to take classes outside of work hours. One staff member commented that employees shouldn't be limited to taking classes that have a direct bearing on ones job. One staff wondered on a policy of Professional Staff versus Classified Staff – are the Professional getting more leave time. There was mention that there use to be a policy?

The board members asked for comments from staff about the form. Here is a little of what they had to say:

- Clarification of where you can take classes and travel time if it's off campus.
- The max of 2-hrs. (If specified) could only cover travel time.
- Maybe there can be a set minimum standard?
- Equitable
- Extreme could be “No” release time
- Have a minimum
- ½ of 6 credits or Max – 6 credit (so 3-6 hrs)
- Maybe a minimum % and PT/FT
- will a policy be able to be enforced? Classified vs. Professional? Will Pro staff really be made to follow?
- Forms: Release Time and Tuition Exempt. Maybe is using release time – must complete a form.
- Comments were made that ‘release time’ is not a benefit...Tuition exemption is. - list on form comp time...pay for training outside work hours.
- flex time and modified schedule in policy and on form

There is no clear answer on all of the above but Renee Nyberg will continue working on it and keep staff informed.

8. Meeting adjourned...Next meeting is scheduled for January 2009.

END OF MEETING

***List of Staff who attended: Michelle Hartman, Jennifer Burley, Naarah McDonald, Charlotte Cron, Bronwyn Pughe, Renee Smith Nyberg, Jo Enscoe, Beckie Ethridge, Jill Danseco, Feliz Satir, Brian Anderson, Tyler Wilson, Serin Anderson, Natalia Artimonia, Loretta Lukaczer, Linda Gilbert, Dana Clark, Carolyn Maxson, Tracey Norris, Nancy Geier, Megan Bentley, Marti Curtis, Alison Navarrete, Angie Zurcher, Laurie McKay, Betty Perry, Marcie Pierson, Michele Brittany.