Minutes
Dixie State University Classified Staff Association Board Meeting
Wednesday, February 11, 2015 | 10:00 A.M. | Jennings Conference Room

Present
Jack Freeman, Robyn Whipple, Felica Griswold, Sheila Cannon, Aaron Porter, Sylvia Bradshaw, Michele Tisdale, Deb Millet, Adam Szymanski, Andrea Brown

Absent
Brent Stanworth

Excused
Fred Thomas, Kathleen Briggs

Information Items
1. Welcome
2. Review of Minutes
   a. Deb Millet motioned, and was seconded by Michele Tisdale, that the minutes from December be approved. Motion passed unanimously.
3. General Update
   a. Deb Millet completed the UHESA survey. Survey results can be sent out to the board by either Deb Millet or Sylvia Bradshaw.
4. Strategic Planning
   a. Task Force groups have been formed. If you volunteered but haven’t heard yet, you may be contacted about serving on other committees.
5. Speaker for UHESA
   a. UHESA will be on campus March 6th. The University needs to provide speakers on several subjects. In the past, motivation has been a common topic. If you have suggestions for speakers, please contact Sylvia Bradshaw.
6. Christmas Card
   a. The President appreciated the thank-you note from the CSA Board.

Action Items
7. Staff General Meeting Breakfast
   a. The agenda for the meeting will consist of presentation of awards, notes about elections, and we will hear from the president. Sylvia Bradshaw will help Sheila Cannon with planning of the meeting. Sheila will send an email to Steve Johnson to be sent out to DixieAnnounce. Attendees will RSVP to Sheila. Flyers will be created and sent to Adam Szymanski, Robyn Whipple, and Sheila Cannon for distribution around campus. Jack Freeman would like to invite the VPs and Deans to attend.
8. Awards
   a. The special award to be given out at the March meeting will be called the Excellence in Service Award.
   b. The winner of the CS of the Semester will be going to Brenda VanValkenberg.
9. Newsletter Items
a. If you have additional items to be added to the newsletter, please let Felica Griswold know. Felica will update the flyer to include the Staff General Meeting, CSA Scholarship, and UHESA Day.

10. Strategic Planning Website
   a. Be sure to check the website often for new information.

11. Committee Reports
   a. Compensation Committee – if you are interested in serving on this committee, please contact Sylvia Bradshaw. Discussions will be held regarding merit pay and evaluation of supervisors by employees.
   b. Policy Committee – remember that if you don’t comment on policy updates within the 31 day comment period, the opportunity is lost. If you have specific comments that you would like brought up in Policy Committee, please let Aaron Porter know.
   c. Newsletter – Felica Griswold is planning to send out the newsletter monthly.

12. Other

13. Adjourn