Professional Staff Association  
Senate Meeting Notes  
November 10, 2010  
Boyington Room, Student Union Building

In Attendance:  
Karen Wargo, Brian MacDonald, Kathleen Tuck, Bill English, Kristine Barney, Melissa Wintrow, Mike Reed, Marlene McVeigh, Bob Henry, Alain Rodrigue

Absent:  
Dan Griggs, Corrine Henke, Pat Pyke

I. Call to Order  
- Mike called the meeting to order at 10:30 a.m.

II. Approval of minutes  
- The October minutes were approved as written.

III. Treasurer's Report  
- Mike reported that the balances have not changed since last month.

IV. Guests  
Discussion  
Replacement cards for faculty/staff - Facts  
$50 fee for replacement cards for staff was implemented in July. It was set at $50 primarily to keep it the same as the fee for replacement student cards.  
Staff get initial card for free, but pay for replacements.  
Staff don't get charged for expired cards or name changes.  
Cards are valid for 6 years.  
It is estimated that the replacement fee for staff only affects about 5-6 employees per year.  
Student lost cards can be as many as 500-1000 per semester.  
Cards will be replaced for free if they are stolen (with a police report).  
The appropriation that the campus card office has received in the past has been eliminated.  
The $50 replacement fee is purely punitive.  
Executive Council made the change.  
Depending on future appropriation changes to the ID card office, other costs may be considered.

Replacement cards for faculty/staff - Discussion
Some staff feel this fee is excessive and that we, as staff, should not be used as a revenue stream for the University.
It cannot cost $50 to activate a new card.
Limited appropriation is understandable.
If it is needed to do your job, and an occasional replacement is required, why shouldn't that be covered?
Nobody needs a 'punitive' charge.
What are potential options?
  Can we ask about a one-time replacement at no cost? What other options are there?
  What about simply a replacement cost, rather than a punitive charge?
Can we ask for a second look at the fee, and the options, and see if something else can be agreed upon?
If it is not a revenue-generating fee, why is it so much?
A structured fee might be a better approach. (For example, $10 for first replacement within 6 years, $25 for second, etc.)
Certain departments might have different opinions about this, depending on how staff use it.
Maybe a lower punitive amount, or a one-time replacement is a better approach?
The larger concern is that there was no conversation about this change. It was pushed down from above as a directive, without any discussion with those affected.
Leadership of other staff and student organizations are interested in working together with the Professional Staff Senate in shared governance issues like this.
What is the appropriate cost of replacement?
Should we solicit feedback from employees on this issue?
It was agreed that we should work to provide regular updates to our constituents.
Minutes will be published (as 'unofficial') using the UPDATE.
Mike will follow up with Stacy about more discussion on this topic.
Marla suggested that we offer some alternatives to this solution to Administration.

Marla Henken - Affirmative Action Director
Marla has taken over for Holly Borden
Background - local law firm 15 years, focused on labor and employment, discrimination issues, requests for accommodation.
Current duties include requests for accommodation, harassment, discrimination claims.
Implementation of Affirmative Action Program, looking at positions that have historically underutilized women and minorities and reach out to organizations that would help target these groups.
Training and policy formation.
Question, would you be open to help facilitate with student groups on diversity, equity in education, etc.?
Is very interested in proactive approaches to reducing conflicts.
Senate members indicated interest in how we are educating employees on sexual harassment. Effective training programs benefit the employer as a defense for discrimination suits. Training employees to access our own processes for working with these issues is definitely a priority.

V. Old Business

Winter Luncheon Update
- Catering confirmed. Will need estimate (minimum guarantee) by Dec 23rd.
- Estimate was 150, can adjust that one last time on Jan 3rd.
- Save the Date email has been sent out.
- RSVP and Innovate email should go out next week. (date?)
- 13 people will be the maximum for the Innovate portion
- It was suggested that we email many reminders (for PSoY nominations)
- PSoY committee - Kathleen, Brian, Bill, and Melissa
- Remind staff in email to send photos for the slideshow

Open forums for AVPHR-
Karen attended all of the open forums, she will send out her notes to all senate members.
When will the decision be made?
Comments about AVPHR should be sent directly to Stacy Pearson.

Committee Updates
- Social Committee is planning a football throwing contest. Notification is going out in UPDATE. Open to all employees, sponsored by PSA. At the indoor field. The Senate is encouraged to come and participate.
  Contest is November 23rd.
- Question about budgets for these type of events came up. This particular event does not require any funds.

- Volunteer committee - Rake Up Boise is this weekend.

- Kimberly Woodings was recently recognized as "Volunteer of the Year" by the Boise Young Professionals
- Kathleen has followed up with committee representatives and reminded them to report any important issues back to this board.
Shannon Mahoney replaced Beth Oppenheimer on the Children’s Center Advisory Board
- Kathleen is getting regular feedback from members.

- Discussion about email updates from the Senate, regarding how much email is too much, and how can we communicate effectively to all staff, and not overdo it.
The recent email from Faculty Senate was talked about as a good example.
- Action items
  - Reach out to Faculty Senate, Classified Senate and ASBSU
  - Email Stacy about ID Card cost
  - Email updates on Winter Luncheon
  - Post 'unofficial' minutes
  - Ask Dan to email copy of resolution of support of 'Tuition Benefit for Dependents' that was sent to Stacy

VI. New Business

VII. Announcements

VIII. Adjourn

- Mike adjourned the meeting at 11:45 a.m.