

**UNIVERSITY OF HARTFORD
STAFF ASSOCIATION MEETING MINUTES
MAY 12, 2010, WOODS FAMILY CLASSROOM 1:00 PM**

PRESENT: Jennifer Keyo, Nancy Clubb, Linda Zigmont, Lisa Parker, Tina Berrien, Lisa Belanger, Jamie Harlow, Barbara Dessureau, Ben Ide, Lorelle Wilson, Nancy Fields, Evelyne Haldimann, Kathleen Hayden, Bonny Barsi, Lynn Galvin, Maria Marques, Jason Pomposelli, Bonny Stoecklin, Carla Fuller

MINUTES: Members in attendance approved the Staff Association minutes from the April 14 meeting.

COMMITTEE REPORTS

BTF Lynn Galvin encouraged staff members to complete the Benefits survey. She also mentioned that every three years the BTF goes out to bid; a process of selecting the insurance provider for the University. We will most likely be doing this during the summer.

BAT No report

WELLNESS Kathy Snow has been promoted to Human Resource Generalist and Wellness Advocate. There is no official committee as yet, but she is gathering information, more to follow. Kaz has offered to teach a self defense class this summer. It would be about twelve hour's total. He is willing to split that up to meet peoples needs. Please send Evelyne your availability.

COMMUNITY ENGAGEMENT COUNCIL - No update to report

STAFF ASSOCIATION REPORTS

TREASURER The balance was \$3611.80 - expenditures for recognition cards \$80.33, EAP refreshments, the soft ball game expenses, \$284.20 and income from the raffle was \$14.00 leaving a balance of \$3261.27.

AWARDS AND RECOGNITION - Jennifer Keyo said things were going well and handed out more packets of the recognition cards. Discussion on how to expand program began, possibly including a way to also notify the individual's manager of a job well done. Bonny Stoecklin offered a suggestion on how their department handles recognition and will forward a hardcopy to the EBoard for inclusion in the next discussion.

SUSTAINABILITY - Lisa Parker updated the group on the Sustainability Commission. She let us know Laura Pence and Katharine Owens are co-chairing this commission, their website is: <http://uhaweb.hartford.edu/sustain> Several projects are underway; energy competition for the fall and Our Campus Our Planet are two examples. People were encouraged to submit thoughts and ideas to the committee. Laura offered to present to the Staff Association at a meeting in the fall, either September or October. The group in attendance thought that would be a good idea.

ADVOCACY - Lisa Parker mentioned the Staff Association blog is up and available for use and said that invitations had been sent to the EBoard for comment. Evelyne Haldimann will post a link from the Staff Association page to the blog. (ASKUHA.blogspot.com) This is a place to ask questions, seek answers, help community, and be able to do so anonymously if you wish.

STAFF DEVELOPMENT - Lisa Belanger thanked people for attending the EAP program and announced that there will be several programs coming up: TIAA has an offering on May 25, 2010, another in June, and the EAP will offer something in August. People were also reminded about the ITS Technology Tuesday classes which will resume. The group suggested there be an expansion to the classes. IT offer more advanced topics. Ideas of those topics are to be sent to ITCourses@hartford.edu should you have any specific request. There was some discussion about technical areas for staff development, web, creating a resource list, financial accounting and banner support. People were encouraged to email their thoughts and ideas to the E Board or HRD.

COMMUNITY - Discussion about the mentoring program included such things as supervisory training, the fact that there is no managerial piece that draws everything together, people are supervised by faculty, and they have no voice, no chain of report. The end result was the suggestion that a sub committee be formed, possibly including members from each college to work with HRD, to advocate for office coordinators. Carla Fuller agreed to begin this work, and Kathleen Hayden, Lynn Galvin and Nancy Fields offered to help.

NEXT MEETING: June 9th in GSU 345

Respectfully submitted by

Lynn Galvin
Acting Recording Secretary