

**UNIVERSITY OF HARTFORD**  
**STAFF ASSOCIATION MEETING MINUTES**  
**June 8, 2011, GSU Room 345 - 12:00 pm**

**PRESENT:** Evelyne Haldimann, Nancy Fields, Ben Ide, Lisa Parker, Nancy Clubb, Jillian Holt, Erik Pavesic, Karen DeGrace, Connie Yoczik, Bonny Barsi, Barbara Dessureau, and Paul Siegel.

**MINUTES:** Meeting minutes for May have not been completed or distributed. They will be provided with the June minutes at the next scheduled Staff Association Meeting.

### **UNIVERSITY COMMITTEE REPORTS**

**BAT** Carolyn Crane reported for Sharon Scorso. The May meeting of BAT was spent continuing to work of contingency planning and five-year planning. BAT will not meet again until the fall.

**WELLNESS** Anyone interested in a back road course for walkers and runners should contact either Kathe Snow in HRD, or Olga Clark at [oclark@hartford.edu](mailto:oclark@hartford.edu). Further announcements will be forthcoming. Groups will be meeting on Tuesdays and Thursdays at noon at the Handel Performing Arts Center (HPAC). Shower service will be available. In October, a Healthy Heart seminar will be held on either the 18<sup>th</sup> or 28<sup>th</sup>. They will be taking blood pressure, checking BMI, etc. A fee of \$20.00 will be charged for the seminar.

**BTF** No report.

**SUSTAINABILITY COMMITTEE** - Lisa Parker reported that the committee does not meet in June, July, or August. There was discussion about where recycle bins for cardboard are located. Currently there are bins for paper and bottles/cans in specific locations in each building, but cardboard recycling has not been addressed. Questions about cardboard recycling and bin location will be brought to the Sustainability Committee when they begin meetings in the fall.

### **STAFF ASSOCIATION REPORTS**

**WEB ADVISORY COMMITTEE** - The committee did not meet - no report.

**FACULTY SENATE** - The Senate did not meet - no report. However, it is important to note that Paul Siegel has stepped down as Faculty Senate Representative to the Staff Association. Ellen Wetherbee will be the new representative. It was agreed that the Eboard will meet with Ellen to welcome her to the Staff Association and provide a little orientation, just as was extended to Paul.

**OFFICE STAFF COMMITTEE** - Evelyne reported that the committee is waiting on the final compilation report for the additional surveys that were received on the second collection from Administrative Support Staff (commonly referred to as Phase 1 of the surveys).

**TREASURER'S REPORT** - Carolyn Crane reported that there were no revenues or expenditures since the May report. The current balance is \$3,166.85.

**CONSTITUTION/BYLAWS** - The draft of both the Constitution and Bylaws will be reviewed and discussed under the "New business" agenda item below.

**MEMBERSHIP DIRECTOR'S REPORT** - The Eboard has been working to produce a new "one-pager" sheet that will be given to all new staff in their employee packets provided by HRD and it will be used as a handout at all new employee orientations. The "one-pager" provides information about the Staff Association mission and purpose, meetings, Eboard contacts, and contact information for Community Representatives. Nancy Clubb continues to reach out to new employees. There are 160 staff members currently on our email lists.

**NEW BUSINESS** - Evelyne Haldiman - continued the presentation of draft revisions to the University of Hartford Staff Association Constitution and Bylaws, which began in the May meeting.

Once again, Evelyne began the presentation of proposed changes to the Constitution and Bylaws by explaining that all proposed changes had been reviewed by the University's Legal Counsel, Tom Dorer.

Discussions continued with proposed changes to the Bylaws. Article 4: Meetings; section 3, was clarified further from the May meeting. Once discussions were complete with that article, discussions picked up at Article 5: Nominations and Elections. Discussions ended at Article 6: Recall of Officer(s) and Representatives(s); section 1, subsection e. Presentation will continue at the next scheduled meeting at subsection f.

A new draft document containing all current revisions will be provided prior to the next meeting and will become the source document for further discussions.

Respectfully submitted by

Nancy Fields, Secretary