
MINUTES: The June, 2012 meeting minutes were approved. There was no meeting in July.

UNIVERSITY COMMITTEE REPORTS

BAT No meeting in July.

WELLNESS Kathe Snow was unable to be present. The following was discussed:
Weight Watchers on campus is beginning another session in mid/late August. A minimum of 15 members is required to offer a session. Please contact Kathe Snow with interest.
The Corporate 5K run will be held August 9, 2012.
Emails will soon be distributed about the use of Pure Wellness.

BTF No meeting in July.

SUSTAINABILITY COMMITTEE - The Executive Board is looking for a new staff representative for this committee.

FOUNDATIONS OF THE FUTURE - The July 15th submission date was met. There will be more town hall meetings forthcoming.

STAFF ASSOCIATION REPORTS

WEB ADVISORY COMMITTEE - Barbara Dessureau was unable to be present. It was discussed that the Web Advisory Committee meets once a month and is currently still working on fixing broken links.

FACULTY SENATE - No meeting in July.

COMMUNICATIONS COMMITTEE - Holly Stevenson reported that an email blast went out asking for all staff to provide information on any forms that they access and the current location of those forms. This will help the committee create proper links to those locations. The new form website will be called "Forms for U."

MEMBERSHIP DIRECTOR’S REPORT - Nancy Clubb reported that there are now 172 members.

TREASURER’S REPORT - Nothing new to report. The balance remains at $3,088.56.
OLD BUSINESS -

1. The new Community Representative position description and proposal to add it to the current Staff Association Bylaws will be brought to the September meeting and will be discussed. Hopefully, the new description and its addition to the current bylaws will be ready for vote at the October 2012 meeting.

2. The new Grievance Officer job description and proposal to add it to the current Staff Association Bylaws will be brought to the September meeting and will be discussed. Hopefully, the new description and its addition to the current bylaws will be ready for vote at the October 2012 meeting. Additionally, the Eboard created a “confidentiality agreement” for the appointed Grievance Officer which will be presented to Tom Dorer for review. Once his review/comments have been received it will be adopted by the Eboard and provided to the appointed Grievance Officer for signature.

3. Staff Association Thanksgiving Luncheon at 1877. The Staff Association has reserved the 1877 Club for November 14th for 100 seats for University of Hartford Staff to attend the Thanksgiving Luncheon. The cost of each meal is $12.50. The Staff Association will subsidize the meal at $5.00 per reservation which will mean that each reservation will be sold to attendees for $7.50. It was discussed that current Staff Association members will have first opportunity to purchase reservations. An email will be sent to all current members in early September, informing them of the opportunity and asking them to purchase their reservations through their Community Representatives and/or Eboard members by the end of September. In early October, an announcement will be made in UNotes which will inform the rest of University staff of the event, providing them the opportunity to purchase reservations prior to November 14th. Should more than 100 people respond, we will start a waiting list and will make arrangements with 1877 Clubb to accommodate those on the waiting list.

4. Membership annual verification was revisited. Now that dues are not collected to establish membership in the Staff Association, the issue of conducting an annual membership drive needs to be outlined. Nancy Clubb contacts all new employees and provides them with the opportunity to “opt in” to membership. If they choose to “opt in”, their name is added to the Staff Association email list and they are then considered members. It was suggested that in mid October (in advance of the Thanksgiving luncheon announcement) a UNotes article be written inviting staff to join by contacting Nancy Clubb. All attendees at the Thanksgiving luncheon will be invited to join if they are not already members. In October, an email will be sent to all current members asking them if they would like to have their name removed from the membership list (effectively offering an “opt out” option).

NEW BUSINESS - The Staff Association needs someone to volunteer to become the WebMaster for Staff Association website. Lynn will ask Barbara Dessureau if she has interest. Holly Stevenson might have interest. This will be discussed again at the next meeting.

Respectfully submitted by

Nancy Fields, Secretary)