



MINUTES

Conference Call Meeting

Wednesday, March 16, 2016 – 1 – 2p.m.

Welcome and Roll Call –

UHESA Executive Board

- Sylvia Bradshaw, President –
- Andrea Brown, President-Elect
- Debbie Millet, Secretary
- Brett McKeachnie, Past President
- Vern Bales, Treasurer

Delegates

- Dixie State University – Andrea Brown, Debbie Millet, Katie Armstrong, Robyn Whipple
- Salt Lake Community College – Julia Ellis
- Snow College – Jim Kittelsrud, Merrill Worthington
- Southern Utah University – Jared Wilcken
- University of Utah – Jan Lovett
- Utah State University –
- USU – Eastern – Vern Bales
- Utah Valley University – Sherry Harward, Brett McKeachnie
- Weber State University – Jenni Unguren

UHESA Meeting Schedule –

UHESA 2015-2016 Meeting Schedule

- **March 31st & April 1st @ Dixie** (Presentation of Bring A Friend at BOR-hopefully) March 31-Apr 1 –two day conference
- May 18th *Conference Call 1:00-2:00 PM*
- June 15th *Conference Call 1:00-2:00 PM*
- **July 14-15 – Annual Conference @ Utah State** (SUU backup)

We are planning on a 5-7 minute presentation at the Board of Regents meeting on April 1st. We have not been given a time yet of when we will present.

It is really important to have every institution represented when we meet with the Board of Regents, so please try to adjust your schedule so that you can be to this spring conference and represent your school as we visit with the Board of Regents.

Minutes & Approval –

The February minutes were approved and passed.
Have James put the minutes on the UHESA website.

Legislative Committee Report –

Sylvia reported some highlights for Clint Moser. It was posted in Higher Ed in week 6 and now week 7 that institutions will have a little to work with as they receive 2% from the legislature. This 2% is not tied to COLA so it can be used at the institutions discretion. Talk to your administration. 7.3% for medical benefits, 5 million on-going funds, 5 million one-time funds, 8.8 million for the Regents Scholarships. The Access and Affordability was not funded. We need to look at which bills were passed and which ones did not get funded. There are implications regarding the bill about donor organs. Donors are notified annually through email. 1.5 million was awarded to the joint U of U and Dixie Physician's Assistant program.

Treasurer's Report –

There are no outstanding dues owed from any of the institutions. Vern will bring a print out of the Treasurer's report and budget to the Spring Conference. The current balance is \$6,511.35 and the projected balance after T-shirts and travel are paid will be \$4,751.00.

BFF Initiative Report –

There are only 8 excess T-shirts to be reimbursed. Julia will bring the T-shirts to the Spring Conference. The postcards have been sent out to the various institutions to give away. Everyone verified they had received theirs.

Brett wondered how the referrer receives their T-shirt. Someone suggested we send it back to UVU with them after the conference. The question was raised of what is the process of giving the referral T-shirts at each institution. The U of U will use the two delegates. UHESA will supply the first 13 to each institution. Thirty or so will go to the Board of Regents. The 50 remaining will be given out to referrers. Sherry said that if they go through the UHESA site, then the institutions can take care of their own referrals. If we need to we can order more T-shirts. We haven't seen the final draft of the T-shirts with the grad caps.

PR/Media Report –

Sylvia reported for Todd. Regarding the link for the BFF referral form on the UHESA.org website, there are a few quirks that need to be rectified. You can't refer more than one person. Andrea said she has corrected that problem. Sherry said she did receive the referral form. Brett told how the process of referral worked. They made Jason, who was the original referrer, on the BFF committee. The information comes into Andrea, as Pres.-Elect, and she passes on all of the information on to the respective institution where the person being referred will be attending. Each institution can then assign their own staff mentor to the referred person. Dixie will have a referral page link soon.

Sylvia would like a training session at the UHESA Spring Conference or the July Conference. Maybe we could have a mini training during the spring and a main one at the July conference. Sylvia asked the PR/Media committee to submit articles for the Higher Ed newsletter.

Jan has a marketing team. She will speak to their association about social media, etc. Sylvia asked that our keynote speaker could include some of this in his keynote address.

Constitution and By-Laws –

Brett asked everyone to look over the edits for the Constitution and By-Laws. Look at the one entitled Draft. It would take too long to edit over the phone. Look over these documents in the next two weeks and add, delete, or correct and have ready to discuss for the March 31st meeting, then we can quickly go through them. We want to be able to finalize and approve at the March 31st meeting. Use track changes in Word and forward to Brett by March 28th. If you have questions or problems, Brett will be happy to answer them.

Sylvia had questions about the amendments at the bottom. She wondered if anyone knows what these amendments were. Brett thought they were about processes and didn't think amendments were bad. If the by-laws don't say what you want them to, then it should be changed, if not just keep it the way it is. This is wisdom from former leaders. The Constitution has stayed more constant. Some of the things in Constitutions and By-Laws have gone back and forth.

Spring Conference Information–

Use track changes rather than Google Docs for the Constitution and By-Laws. Bob Prince from the Board of Regents was not able to meet with us, so we decided to have a mini social media presentation. Deb will ask Colton Campbell from Dixie's PR department to present.

Two people asked for vegetarian meals.

Be sure to let us know of any success stories that you may have with the BFF Initiative.

It was recommended that you pre-book any rental cars you may need, but there are taxis and shuttles available, but the airport is about 20 minutes from St. George.

Comparison Point / Topical Survey–

Next Month's Discussion Topic -

Action Items -

The conference call meeting was adjourned.

Our next conference call meeting will be April 20th at 1:00 p.m.