



MINUTES

Conference Call Meeting

Wednesday, June 22, 2016 | 1:00 – 2:00 PM

Welcome and Roll Call –

UHESA President – Sylvia Bradshaw

Dixie State University – Katie Armstrong, Robyn Whipple

Salt Lake Community College – Julia Ellis

Snow College - Jim Kittelsrud, Merrill Worthington

Southern Utah University – None present

University of Utah – Jan Lovett

Utah State University – Todd Hugie

Utah State University – Eastern – None present

Utah Valley University – Sherry Harward, Brett McKeachnie

Weber State University – Jenni Unguren, Amelia Williams

UHESA Meeting Schedule –

UHESA 2015-2016 Meeting Schedule

- **July 14-15 – Annual Conference @ Utah State** (SUU backup)

Welcome –

Sylvia welcomed everyone to the conference call. Discussion of the Summer Conference immediately followed.

Summer Conference @ USU, July 14-15, 2016

- Hotels
- Parking
- Presentations
- Dinner group for Thursday night?

Sylvia mentioned that she will be sending phone information for University Inn as well as parking information. Todd mentioned that University Inn has reserved a block of rooms at a special rate which you can get by using the code: UHESA. The fee for the conference will be \$30, which will be billed to each institution along with the annual fee. Todd said the conference will be held in a conference room in the new business building. Since some people will not be staying in Logan, a dinner group for Thursday will be formed as necessary at the conference. Todd also said a speaker has been arranged for the 2nd day of the conference. It will be Nancy Hyde who will speak about international students. The speaker will be at 1:00 followed

immediately by elections. Todd said there will be an opera festival going on and he will get ticket information for anyone who is interested. Sylvia asked that everyone RSVP for the conference by July 1. It was clarified that anyone can come to the conference, but only delegates can vote. It is up to each institution to decide whether the old or new delegate will vote. Nominations will take place the first day, and elections will take place the second day. Brett said that both delegates and alternates can nominate, but only delegates can vote. The offices of President-Elect, Secretary, and PR/Media will be voted on. Treasurer will be discussed at the conference.

Sylvia mentioned that DSU will have a large vehicle going to the conference and anyone along the I-15 corridor that wishes to carpool should contact her.

Approval of Minutes – May Conference Call

January-May minutes all need to be posted on the website.

Minutes for the May meeting were approved. Since previous minutes have not been posted Todd will resend them to James Miller for posting.

Legislative Committee Report – Clint Moser

Final Overtime Ruling Announcement

Sylvia asked each institution to report on what was going on with regard to the Final Overtime Ruling.

DSU – Katie reported that conversations are being held between staff associations, the compensation committee and HR. No decisions have been made.

Sylvia noted that Travis Rosenberg from DSU is heading up the HR response for institutions from around the state. The big question is how to define the academic administration exception, which applies if the salary is at least as high as the lowest paid faculty member. He is seeking clarification about whether the \$30,000-\$40,000 salary on a 9-month contract must be adjusted to a 12-month equivalent to apply the exception. That will make a big difference in whether the exception is useful.

SLCC – Julia said she hasn't had a chance to look at it yet, but will be prepared to discuss it at the conference next month.

WSU – Jenni said it was being discussed in staff council and HR. She said HR had sent a memo to all staff about it. Amelia said they are trying to decide the qualifications for applying the ruling and the staff council has offered help. Sylvia asked Jenni to send a copy of the memo to her.

USU – Todd said HR has met with the staff association and the President's Council is formulating a plan. The plan is to hold town meetings to inform staff about the changes. HR has indicated they will be very strict in applying the ruling to avoid possible problems.

Snow – Jim said HR had sent out an email. He said that at first look it doesn't appear there will be major changes. Sylvia asked him to send her the email.

U of U – Jan said there has been no official communication. HR is asking department heads not to do anything until HR makes decisions. A concern has been raised about what will happen to raises for staff unaffected by the ruling if budget needs to be used to deal with the ruling.

UVU – Sherry said that 2 emails have been sent to staff. The cabinet and HR are gathering information to make adjustments. The General Counsel is involved to make sure legal concerns are addressed.

Sylvia asked if there were any ideas going forward. She mentioned that a memo with links had been sent to USHE right after the ruling asking to be involved in the process. She has heard nothing back, but since USHE usually allows institutions to make their own decisions in matters such as this she did not find that surprising.

Treasurer's Report – Vern Bales

Vern was not present, so there was no Treasurer's report.

PR/Media Report – Todd Hugie/James Miller

Todd recommended that Gus Calder be utilized as a speaker at the Summer Conference. Sylvia said he was scheduled.

Constitution & Bylaws – Brett McKeachnie

Any assignments to prepare for Summer conference?

In response to Sylvia's question, Brett said to read the proposed revisions. He has not received any feedback so far. He asked that anyone with comments send them early. In response to a question about whether the information should be forwarded to new members, he said yes.

BFF –

- We have LOTS of t-shirts - get those referrals coming in!
Sylvia asked for reports about what is happening at the institutions. Sherry of UVU reported that they have an upcoming event targeting non-traditional students and they are encouraging staff to bring someone to the event. Jan asked her to report back about what worked and what didn't work. Jan also mentioned that the U of U has an initiative to get people back to college, but she feels they need a point person to direct students to resources. Todd mentioned that returning students can be confused and overwhelmed by the process.

Action Items –

- ✓ Send updated contact information for any newly elected incoming delegates to Deb Millet (millet@dixie.edu):
 - Institution:
 - Name:
 - Job Title:
 - Association Position:
 - Voting Delegate (Yes/No):
 - Phone:
 - Email:
- ✓ Disseminate information regarding Summer Conference to new delegates
- ✓ Forward emails from HR regarding the overtime ruling to Sylvia
- ✓ RSVP for the Summer Conference by July 1