



“A Unified Voice”

MINUTES

UHESA Meeting August 20, 2014

Present:

Officers:

Brett McKeachnie, President; Sylvia Bradshaw, President-Elect; Bruce Barclay, Past President; Kathleen Briggs, Secretary; James Miller, PR and Media Committee Chair; Holly Bigelow, Legislative Committee Chair

Delegates:

Andrea Brown (DSU), Jack Freeman (DSU), Julia Ellis (SLCC), Mike Blaine (SLCC), Marci Smith (USU), Vern Bales (USU-E), Shalece Nuttall (UVU), Sherry Harward (UVU), Lynette Jensen (WSU), Debbie Murphy (WSU)

Minutes	Minutes of the July conference were read. Sylvia Bradshaw moved they be approved with a second from Sherry Harward. They were approved by unanimous vote.
Treasure’s Report	Vern has been working with Bruce to get the first transactions going and will work with Jen to learn what dues have been paid. Sylvia asked if invoices had been sent out and was answered that they had been last spring, but they could be resent if necessary.
Legislative Committee Report	Holly reminded those present that August is the perfect time to contact our representatives and senators. She urges everyone to determine who their representatives are and begin to establish a good relationship with them. She will send out a Power Point with instructions on “How to Talk to Your Senator”.
PR/Media Committee Report	<ul style="list-style-type: none"> • James said he still needs contact information for SLCC, Snow, U of U, USU-E and one from USU. Delegates from these schools promised to send them in. • He has been working on the web site. Brett reminded him that Nathan Gerber from UVU can help and James promised to contact him. • He is also working to make the web site mobile-friendly.
Regents Meetings	<ul style="list-style-type: none"> • Brett led a discussion about increasing our attendance at Utah Board of Regents’ meetings. It included how we might interface

	<p>with them, and a possible liaison between us and them. He mentioned that he had tried to ask those questions, but had not heard back -as yet.</p> <ul style="list-style-type: none"> • Sylvia suggested that we try speaking with the support staff. Brett said he would work as many avenues as necessary. • Bruce endorsed the liaison idea and added how important it would be to get the staff at each institution involved in the meetings when they visit their schools, shaking hands, etc. • Brett promised to send out a schedule of the Regents' meetings to the UHESA Board and a schedule of our meeting to the Regents He encouraged everyone to be thinking about ways to tie the two groups together. • Bruce asked what happened at the Board of Regents' last meeting held August 19 and was answered that it was mainly about the SLCC presidential search and to announce the new president. • Upcoming meetings will be held on <ul style="list-style-type: none"> ○ September 26, 2014 at Utah State University, ○ November 14, 2014 at Utah Valley University, ○ January 24, 2015 at the University of Utah, ○ March 27, 2015 at Dixie State University, and ○ May 15, 2015 at Salt Lake Community College.
<p>Topical Discussions</p>	<ul style="list-style-type: none"> • Brett reminded the Board that when we met in July we talked about discussing specific topics during each meeting. The topic for this meeting was to be "staff opening socials, convocations, etc." • He then led a discussion, asking questions such as "How do we document these discussions?", "How do we share the information?" and "Who will be documenting them?" • This could be similar to the data Lynette gathered from each school last year via a Google Spreadsheet. • Sylvia suggested sharing the information gathered with the staff at each institution. This would be a good way to make contact with the staff on our own campus at the beginning of each semester. • It was suggested that a Google Form may work well for gathering the information, which could then then be transferred to a spreadsheet on Google Drive. • Lynette suggested using Google Forms for gathering the

	<p>information, then discussing it at the meeting. Then Kathleen could summarize it and share it.</p> <ul style="list-style-type: none"> • At this point in the meeting Kathleen called for a response from each school, gathering some information-, but not universally from everyone. [Ed. Note: The discussion kind of morphed into campus news.] • Andrea suggested that we use Google Forms to recap this month’s discussion, then again to gather information on next month’s topic. • It was decided that the topic for next month will be compensation.
<p>Campus News</p>	<ul style="list-style-type: none"> • U of U (Holly)- – They have a catered lunch the month before the 1st meeting of the year for the staff associations. They also have an Employee Appreciation Day in Rice Eccles Stadium, with the committee’s job being to get money for staff scholarships. There they have vendors, tables from internal and external groups, games, food, music and a free book from the library. • USU (Marci) – They have a luncheon for all Professional Staff Association members once a year with other events throughout the year, including swim night, etc. • WSU (Debbie) – The Monday before fall semester begins, the University provides breakfast for all faculty and staff. The University President addresses everyone; a drawing is held for prizes with the grand prize being a weekend condo stay in Park City. This allows the staff association to introduce their chairs, talk to staff. The colleges then hold their own meetings. • UVU (Shalece) – Their opening social was a staff fall forum where they were served a small breakfast and President Holland spoke. Brett also spoke about all the different types of staff at UVU and then wrapped it up with a visit from the school mascot. • DSU (Sylvia) – There is an opening meeting for all employees that includes introductions of new employees. The staff are involved. The Classified Staff Association did have an opening breakfast for their Board. September’s meetings will be combined with the Classified Staff and Exempt Staff meeting for the first hour, using the games from the July UHESA conference, then splitting into their own meetings for the second hour. The Exempt Staff Association will have an opening luncheon in the fall for their staff, talking about why we’re here, getting the

	<p>word out about the benefits of involvement.</p> <ul style="list-style-type: none"> • SUU (Bruce) – Bruce wasn’t sure what the organization is currently doing, but representing what had happened in the past, he said the President-Elect had planned the opening events that included a welcome from the administration and the awarding of scholarships. These were very successful, promoting the donation of money toward scholarship funds. They had been asking various departments to decorate a centerpiece for one of the tables, contesting against each other for the best. They were judged, but it was hard to choose because all centerpieces were very good. An inexpensive meal was served. They had asked for an additional ½ hour for lunch on those days. Bruce thought their budget was around \$1,200 for about 750 employees, but wasn’t sure what will happen in the future. • SLCC (Mike) – They recently held a Staff Commencement Meeting, speaking about last year’s achievements, including the community engagement system (Banner) where they can volunteer, logging 60 hours since July. They have implemented a 2-year tuition program for continuing education up to \$2,000 per year per employee. They have already spent \$58,000 on this program. The Interim President welcomed everyone in yesterday’s [August 19, 2014] meeting with faculty and staff, then they all met in the arena and broke for lunch. Departmental meetings followed. The staff board will have a retreat on September 4, 2014 to plan the President’s Forums and bi-monthly brown bag lunches. They are working on the clean air initiatives which provides additional bus stops and lines between the various SLCC campuses. It is working fairly well. • USU-E (Vern) – They have a “Welcome Back” breakfast for faculty and staff combined, recognizing new employees and presenting the “Staff of the Year” award. It’s a pretty big deal with \$1,000 cash and a plaque.
<p>Title IX Clery Act</p>	<p>Sylvia addressed a concern she has with the management of the Title IX Clery Act, reporting that it was first posted under the DSU H.R. office, then moved to Student Services. She asked what other schools were doing.</p> <ul style="list-style-type: none"> • SUU – doesn’t have that officer yet • WSU – Lynette would have to research it, but thinks it should

	<p>be in H.R. Debbie said the main reporting officer is a member of the WSU legal counsel. They want to put reporting responsibilities more on faculty and staff employees to get them more validated on campus. More training will be coming.</p>
Next Meeting	<ul style="list-style-type: none">• The next UHESA meeting will be September 17, 2014, which will be another phone call / Google Hangout. Bruce offered to continue to host the phone call.• The October meeting will be held at Snow College.