



# MINUTES

Conference Call  
October 10, 2019  
9:00 AM

Zoom link: <https://utah.zoom.us/j/174790004>

9:00 AM - Welcome: Sheri

9:00 AM - Roll Call: Diana

Dixie State University: Diana Maughan, Jon Gibb, Roberta Cole

Salt Lake Community College:

Snow College: Paul Tew, Lisa Laird

Southern Utah University: Sheri Butler, Trisha Robertson

University of Utah: Billi Tsuya, Mark Russell

Utah State University: Dennis Kohler, Julie Duersch, Michelle Smith

Utah State University Eastern: Jessica Prettyman

Utah Valley University: Nathan Gerber, Candida Johnson

Weber: Amy Huntington

UHESA Business:

**Approve minutes of Sept 20: Sheri**

Julie Duersch motion to approve, Dennis Kohler Seconded. Motion passed

**Treasurer's report: Julie Duersch**

Expenses have been submitted for the meetings, no new payments have been received. Jenny McConnell said the Uof U payment was mailed to her.

**Legislative update: Jenny McDonnell**

Go to Google doc to update your legislative rep for each institution

Jenny would like to have a meeting next week with all legislative liaisons

**Webpage: Kenzie**



Nathan needs to send a photo

Institutional reports – 2 min each (something happening at your campus that staff association is involved in)

**Dixie State:** Open Social – “Babes in Dixieland” Match staff with their baby pictures; Service project coming up to lay sod for service project; Invited to participate in “Rock the Mall Student Activity”; Monthly Training and Development; Meeting with student body President to talk about the goals of the students and how to help them in their goals

**Snow:** Professional Development – Lunch and learn: “Topic: Navigating Change”; Health and Wellness – Snow Fit is providing Fitbits at a discount with challenges each month

**SUU:** University Initiative – Support initiative for the University to expand to year-round for education; Meeting with Faculty Senate to help support Faculty initiatives

**U of U:** Safe U – Educating Staff on the program this month by holding a meeting and provided lunch; Question was asked about how they got staff to sign up and come- most events are sent out via emailers with an open invite and RSVP form – at this time completely voluntary participation

**USU:** Social planned for November: Gratitude Gathering; Development Seminar to bring in speaker who is an expert on laughter (<https://sea.usu.edu/news/matthew-wappett-sea-fall-2019-development-seminar>)

**USU-E:** Announcing Employee of the quarter; Updating bylaws.

**UVU:** Focusing on education for staff with Staff Development funds; Planning Holiday Social “Winter Fest”; Providing input for Strategic plans

**Weber:** Amy’s mic was not working at this point of the meeting.

Discussion:

### **Staff Association scholarships**

**Dixie:** Working on funding scholarships for part-time employees working 20 a week through Fundraisers at a social and also encouraging Payroll deduction and/or cash donations; Currently adding \$200 a month from payroll deduction donations; Money coming from Amazon Charities as well; Offer two scholarships per semester for \$600. Hard part is getting the word out about the application process to those that qualify; (Qualifications include: Be employee for at least 1 year, submit application, cover letter, letter of recommendation from supervisor)

**SUU:** Does not have part time employee scholarship: Offers staff association scholarship to students, with 6 students receiving \$1000 scholarships this past year. Number of scholarships awarded depends on amount of funds being donated. Most donations come through payroll deduction. Application process (need recommendation letter from staff member, and completed application. Recipients are invited to speak at opening social)



**Snow:** Does not offer yet, but is working to get something in place

**U of U:** Offers scholarships to staff. They raised \$1800 at fundraiser using a silent auction and had some high-end gifts that were auctioned.

**USU:** Education Scholarship – Offers on a need basis through blind review; Have development fund up to \$500 to  $\frac{3}{4}$  to full time employees; Do not offer anything to part time employees

USU-E: Not very active

**Weber:** Does not do any scholarship to staff however they have a large Staff Development fund to offer professional training opportunities to staff. This fund cannot be used for tuition and fees or software. \$64,000 awarded last year and department is expected to contribute to strengthen application. Not available to non-contract part time employees

### **Tuition Waivers**

**U of U:** staff tuition reduction is 50% for .75 FTE or higher, comment offered by Mark

**Russell:** my wife's master's program is a 30k reduction, but I pay taxes on the 30k

**USU:** 50% Tuition Waiver, employee must be employed 1 year for self and 2 years for family

**USU-E:** hired before 2010 full tuition- after 2010 same as USU

**UVU:** 50% tuition waiver for staff and family for undergraduate courses only.

**Weber:** 100 % up to 6 credits employee and spouse. Children have tuition up to age 31- Graduate programs can be covered

**SUU:** 100% tuition is waived for up to 9 credits per semester. Not all fees are waived. Spouse and unmarried dependent under the age of 27 receive 50% waiver.

**Snow:** Has no waiver at this time.

### Action Items

Please update the google doc with legislative Rep:

<https://drive.google.com/drive/u/1/folders/1eKN3PK6xOe6K-lZ7brtF26QAQKz5XdXZ>

Please add information to your institutions policy page in the shares drive. In addition, you can add application links and such for scholarships to the same page.

<https://drive.google.com/drive/u/1/folders/18lzDI4FykNW0ZTztP2kHif2rLYUcB1dY>



## 10:05 AM - Adjourn

## Future Zoom Meeting Schedule

November 14, 9:00am: Topic: Exempt status vs Work to get the job done (What is your institutions policy on exempt status, work hours, comp time, overtime, etc.)

December 13, 9:00am: Topic: Performance review

January 9, 9:00am: Topic: Follow up on remote communications

February 13, 9:00am

Next Face-to-Face meeting March 27th @ Dixie State

- Topics:
  - Legislative allocations and cost of living raises among institute
  - Revisit organization, constitution & bylaws, how we are similar and different. How can we help for those that would like to make changes?

## Chats from Zoom meeting:

\*From Mark Russell - Utah to Everyone: 09:18 AM most events are sent out via emailers with an open invite. at this time, completely voluntary participation

\*From Candida Johnson to Everyone: 09:19 AM How much did that cost you? To do the lunch and learn?

\*From Mark Russell - Utah to Everyone: 09:19 AM I haven't been involved in the direct planning, so couldn't answer that question

\*From Nathan Gerber to Everyone: 09:21 AM Can we get information about that speaker on Laughter? I need a good laugh. :-)

\*From Julie Duersch - USU to Everyone: 09:23 AM  
<https://sea.usu.edu/news/matthew-wappett-sea-fall-2019-development-seminar>

\*From Trisha Robertson - SUU to Everyone: 09:37 AM  
<https://www.suu.edu/staffassociation/scholarship.html>

\*From Dennis Kohler to Everyone: 09:38 AM Here is the USU link: <https://sea.usu.edu/scholarship/>

\*From Roberta to Everyone: 09:39 AM Here is the link to DSU Staff Association application:  
<https://scholarships.dixie.edu/wp-content/uploads/sites/174/2019/09/Staff-Association-Scholarship.pdf>



\*From Mark Russell - Utah to Everyone: 09:44 AM and for the record, the staff scholarship is applicable to ANY TRAINING, not specifically to university of Utah classes

\*From Trisha Robertson - SUU to Everyone: 09:44 AM That's a good clarification, thanks Mark

\*From Mark Russell - Utah to Everyone: 09:45 AM our staff tuition reduction is 50% for .75 fte or higher (but we still pay taxes on the benefit) so my wife's master's program is a 30k reduction, but I pay taxes on the 30k

\*From Candida Johnson to Everyone: 09:49 AM I have a 10am that I need to head to. Thank you for the information that has been shared today. I look forward to reviewing the notes and gleaning some additional information.

\*From Julie Duersch - USU to Everyone: 09:51 AM USU tuition waiver information:

<https://hr.usu.edu/benefits/tuition-reduction>, USU Tuition Waiver Policy:

<https://www.usu.edu/policies/350/>

\*From Nathan Gerber to Everyone: 09:52 AM We would love more information about the lunch and learn costs if you could provide them.

\*From Trisha Robertson - SUU to Everyone: 09:53 AM SUU Tuition waiver policy:

<https://help.suu.edu/uploads/attachments/PP821Education.pdf>

\*From Julie Duersch - USU to Everyone: 09:54 AM USU holds them outside of lunch (keeps them to an hour, and provides broadcast to remote locations); costs vary, but typically are less than \$200/event (may change with the cost to use rooms on campus and the presenter).

\*From Mark Russell - Utah to Everyone: 09:58 AM full tuition waiver to full time employees up to 9 credits? did I hear that correctly? so your staff association scholarships are for students, that may or may not be staff? is that also correct?

\*From Julie Duersch - USU to Everyone: 09:59 AM USU must be staff to receive the scholarships.

\*From Dennis Kohler to Everyone: 09:59 AM As a Federal Grant recipient, I have always been bothered by this distinction.

\*From Trisha Robertson - SUU to Everyone: 10:00 AM Sorry Mark, just seeing your message. Yes, full tuition to full time employees up to 9 credits; and half tuition for spouses and dependents

\*From Mark Russell - Utah to Everyone: 10:00 AM that's incredible. maybe I'd finish my degree. haha