



AGENDA

Conference Call Meeting
Wednesday, January 25, 2017 | 2:00 PM
Call-In Number: 435-879-4449

Welcome and Roll Call –

Dixie State University – Lauralee Davenport, Katie Armstrong, Michele Tisdale, Andrea Brown, Sylvia Bradshaw
Salt Lake Community College – Julia Ellis, Gus Calder
Snow College - Merrill Worthington
Southern Utah University – Stuart Bunker
University of Utah – Jenny McConnell, Jim Logue
Utah State University – Amanda Davis, Tricia Hunsaker, Maren?
Utah State University – Eastern – Vern Bales, Kerstine Fausett
Utah Valley University – Shalece Nuttall, Brett McKeachnie
Weber State University – Jenny Unguren

Approval of Minutes – October and November

October and November minutes approved as is. Shalece will send them to Gus to post.

Legislative Day at Capital– Stuart Bunker

The Aspen room is scheduled for Feb. 17. We will be combining with USHE for higher ed day on the hill. Stuart will provide an agenda closer to the date. USHE is seeing what their tentative schedule is, and what we can help with. We can also look into seeing where goals overlap.

Probably won't do anything official until 10. Sylvia mentioned that we started early so we could have people come talk to us. We normally invite a Legislature or two to come in, easier to get them to stop by earlier. This was changed, to meet at 9:00.

Brett provided some historical info about combining with USHE, and how the last time we did it, things didn't go over well. He mentioned that the focus was on USHE and not UHESA. Can we engage with USHE so we are collaborating and not competing?

USHE has a lunch with legislatures, have meetings with committees, presidents are there, very busy day. Stuart will follow up with USHE to see what the agenda is, and possible decide what to do. Brett

mentioned the name of Spencer Jenkins to talk to. Brett mentioned talking with his assistant and can provide that information to Stuart (possibly a cell phone as well).

Jim mentioned that the higher ed commission has met this week already and is worried about meeting so late with them. Stuart will look at getting Evan Vickers to come and meet with us while we are up there.

Stuart and five members from Dixie met with Evan Vickers last week. The meeting went well and was productive. Sylvia suggested asking for an expectation to be at the table, where does USHE see us, and what can we do to support. Key is making contact early.

Stuart feels ok, wondering if we need to switch the date to an earlier day? If we go with USHE we need to temper our expectations, knowing that we won't be able to have as much influence. Also this is later in the session. We can go early.

Jim will talk with his representative to see if there is anything that we need to be aware of. USHE is asking for 3% and other items, but it's more than three times what we normally get. Need to get in early and make that a priority.

Stuart will send items that UHESA needs to be aware of to Andrea and Shalece

BFF Committee Report – Sylvia Bradshaw

Functioning! Held a 30-minute meeting before. The committee has representation from Dixie, SLCC, UVU, and University of Utah.

Kevin Springer initiative of first class back at free. Will need to be vetted at each institution and statewide. Out of school 2+ year, 25-64, first 3 credit course free to get their feet wet. Part of requirements would be they would have to fill out FSFSA, mentor, and any other requirements. First class free for the person their first semester back. Each institution would need to talk with and get support. UEN would help disseminate and create media to do it.

We need to have each institution give the BFF committee links to either their institutional rep, or an institutional webpage. Call to action-links to whatever you have for the institution. Staff association president and/or committee member. Need to have an institutional presence. No links yet but Gus will work on creating this on the BFF UHESA webpage.

If you can't do a website, if you need help with this, reach out to Sylvia to get the help. The executive committee can work to make sure each institution has a google doc. Sylvia will look into seeing if she can grant access to qualtrics to the Presidents at other institutions, does it send out an automated email?, Julia can ask the expert at her institution to see if some of these things are possible. Best thing would be to create a website to drive people to the website.

Katie mentioned that this could pull away from UHESA agenda. Provide multiple sources to go to UHESA or institution. Provide the same information on UHESA to each webpage, and then add the institutions website and contact there. Sylvia will work on creating a webpage template that we could mirror. BFF Logo and picture, common header, consistent message to put on each website. Will use what is there at UHESA, will find pictures and forward them. Include UEN. Need to add BFF logo to website. Sylvia will send to Gus. Will also send out pictures and logos to all.

Budget Discussion – Andrea Brown and Vern Bales

There would be about an \$80 annual increase. Vern created a budget to allocate expenses by event, which simplifies billing. The increase would pay for the spring visit, and two one-day visits for two members from each institution, any additional members over two would be approximately \$14/day. Vern will go ahead and get the invoices out by July 1, and these need to be paid by September. 1. Bylaws state we need to be paid to have voting. Invoices have been sent out after the summer conference. Bill after summer conference.

Weber, UVU, Utah, SLCC, SNOW. Move forward with budgets, will need to propose a change to constitution and by-laws to make the changes.

Treasurer's Report – Vern Bales

As of Nov. budget is \$2,714.40. Vern will send this to Shalece for the minutes. The current will be reflected in the minutes. Stuart had a questions about reimbursement (received receipt) and will give it to him. If you haven't received reimbursement, please let Vern know.

PR/Media Report – Gus Calder

Committee is doing good. Missed this month's meeting. Weber, UVU, SLCC, USU has Facebook sites, not for sure for U of U. Jessica the SUU representative sent an email providing good feedback for the UHESA Facebook and website. It was mentioned that the website did not look professional and needs to have more of a professional look, it's hard to find information, we need to clarify what the purpose is, didn't get refreshed enough, HR, salary, higher ed links. Legislative etc. Balance between fun/professional. Gus will talk with his committee, bring back to executive committee. Any other input for Gus, please send it back to him (PUT ON AGENDA).

Discussion Topic-Weber-Role of Association on Campus

Chair/vice chair, trying to create a better relationship with administration, would like to get feedback from other institutions on the relationship with other institutions. Shalece will resend the link out.

Meeting adjourned at 3:08

Next meeting is scheduled for February 17, 9:00 at State Capital, and there will be no phone call on 15th.