



AGENDA

Conference Call Meeting
Wednesday, November 16, 2016 | 2:00 PM
Call-In Number: 435-879-4449

Welcome and Roll Call –

Dixie State University – Katie Armstrong, Andrea Brown, Robyn Whipple, Sylvia Bradshaw
Salt Lake Community College – Gus Calder, Julia
Snow College - n/a
Southern Utah University – Barbara Rodriguez, Stuart Bunker
University of Utah – Jennifer McConnell
Utah State University –
Utah State University – Eastern – Kerstine Fausett, Vern Bales
Utah Valley University – Shalece Nuttall, Brett McKeachine
Weber State University – Jenny Unguren

UHESA Meeting Schedule –

- Wednesday, December 21, Conference Call, 2-3
 - We will have a discussion on the Legislative day end which will be either the End of January or beginning of February
- Wednesday, January 18, Conference Call, 2-3

Approval of Minutes – October U of U Meeting

Shalece will send out the minutes of the October meeting by the end of the week for approval. We will approve these minutes, along with November in December. Please send any minute updates to Shalece.

BFF Committee Report – Sylvia Bradshaw

Sylvia is still gathering information on how to best move forward with BFF. Currently, 3 schools have sent her names for representation. They are working on trying to find time to move the initiative forward. Dixie has had meetings and their president is very open about his BFF. The committee would like to move the initiative forward and gain momentum. It is up to the individual universities on what they want to do and to host a meeting. UVU is hosting one 11/16/16 and will report to Sylvia after. The goal is to have a lead person at each institution that can take charge and report up Sylvia what is working, not working, why, etc.

Legislative Committee Report – Stuart Bunker

Vern will come up with a day for the “Day on the Hill” and get it on our schedule. Sylvia would like to try to have this day be aligned with the higher ed appropriations committee meeting. Stuart identified that there are some things that have changed with the house, such as leadership, so the higher ed subcommittee will see some changes. He mentioned that it looks like Evan Vickers is pulling out from being chair of the committee. We will know soon when the committee is meeting and can align our day at the hill.

PR/Media Report – Gus Calder

Gus reported that there has not been much change on the PR/Media since the Oct. meeting. His committee is meeting on Monday, Nov. 21. He is willing to talk with institutions to see if anybody needs help with Facebook and social media, share on UHESA. UVU mentioned that they would like to see some updates on the BFF website to make it more appealing and to provide information. Shalece will share information from October meeting with GUS to post on BFF website.

Treasurer’s Report – Vern Bales

Vern has received an updated budget from Mark today. He will get this sent out to all of us. Jenny mentioned that the October meeting was approximately \$350. Taking out the cost for breakfast the event would have been less than \$300.

Discussion Topic-Vern Budget

Vern just sent an email with proposed budget with flat \$350 fee, with meals for only 22 individuals. He suggested that meals per day be at \$14, with the meeting starting later so UHESA does not have to pay for breakfast, and only having one meal. If we do this, we could keep each in-person meeting to under \$300 which would help our budget. It was encouraged that each institution pays for the meal, so that it is tax exempt if then submit a reimbursement.

We need to create document with guidelines, for travel reimbursement. How the institutions will pay for it, and then submit for reimbursement form UHESA.

It was discussed how late to start the meeting on a second day. Most agreed to start early and have breakfast and get out early with no lunch, to save on costs.

There are great concerns with the budget where officer travel is concerned. Vern tried to plan less for next year in order to keep within confines of budget. The board is aware that travel is eating the budget away. How do we keep it under \$3100?

It was suggested at the annual meeting at SUU, that we look into who is on the board, if they are serving as a delegate from their institution, and if costs would be paid for by their institution. When new board is elected we can have an idea as to what travel expenses we will incur the following year. For the remainder of this year, with meetings at SUU and Dixie, and with the two board members not covered by their institution, there will be an expense, but it will be lower since the meetings are in the southern portion of the state. Julia mentioned that she is covered by her institution for 2 years. Andrea will be needing to use the travel budget next year. Look at this for future meetings. 2017-18 meetings should be at Weber and then UVU. From there we can estimate for the following year’s budget.

When elections are held at the annual meeting, we need to have a budget for travel for officers, where some is covered by UHESA the rest is covered by the institution.

Discussion Non- Health Related Benefits – Shalece

- Attached Excel Sheet

Shalece had a question about how each institution looks at the dependent tuition waiver, and what the age limits are. She will resend the 2014 discussion question, and everyone is encouraged to update their institution, providing policy information and it send back to her.

Barbara mentioned that SUU is looking at working with faculty senate proposing something similar. She mentioned that there are tax concerns and that there needs to be careful wording as to who is included, (dependent vs. children, etc.) Their faculty senate is proposing married children up to 26 – ½ tuition for children, full tuition for spouses and employee

Jenny at Weber mentioned that they pay for 6 credits per semester to staff spouses and children, up to age 31. Only dependents, she will look and send the policy.

Sylvia cautioned to be careful about what battles we pick, and that sometimes we may end up doing more harm than good. UVU and Dixie has a very generous packaged, however at Dixie, their part-time employees do not get tuition waiver.

Brett pointed out that the caution is not necessarily within individual institutions, but within the Board of Regents.

Action Items

Shalece will email Gus the BFF document from October meeting, and will send out the topical survey for updates, will also send out the current member list for updates.

Adjourned 11/16/2016 at 3:53 p.m.