



AGENDA

Conference Call Meeting
Wednesday, April 19, 2017 | 2:00 PM
Call-In Number: 435-879-4449

Welcome and Roll Call –

Dixie State University – Robyn Whipple, Katie Armstron, Andrea Brown, Sylvia Bradshaw
Salt Lake Community College –Gus Calder, Julia Ellis
Snow College - Merrill Worthington
Southern Utah University – Barbara Rodriguez
University of Utah – Jenny McConnell, Jim Logue
Utah State University – Trisha Hunsaker
Utah State University – Eastern – Kiersten Fausett,
Utah Valley University – Shalece Nuttall, Brett Mckeahnie
Weber State University – Ameila Williams

Approval of Minutes –

Shalece will send the minutes out and will approve in the May meeting

BFF Committee Report – Sylvia Bradshaw

Sylvia has not meet with the BFF Committee for a little bit. If you have not sent in a representative from your institution, please do so. Sylvia mentioned that the ABC4 Utah Southern Utah reporter would like to do a story on BFF for Monday 4/24. Sylvia asked how she can have the story represent all of UHESA, but also tell the Southern Utah side of it. Every institution needs to have a link or a contact info for the UHESA BFF to Sylvia and Gus by Monday 4/24. Sylvia will see if they can get the story pushed back a little. See the attached story here: <http://www.good4utah.com/news/local-news/students-helping-students-graduate-at-dixie-state-university/704135505>.

Treasurer’s Report – Vern Bales

PR/Media Report – Gus Calder

Everything is going good. Committee is working on the website. Gus will send an email out with the mission statement to Shalece and Andrea. The committee is keeping the Facebook page updated, checking with the different institutions to update that and share on UHESA

If you have any feedback for Gus, please reach out to him.

March Meeting Review – Andrea

We had some issues with the March meeting and technology. We ended up using Google hangouts. Andrea asked the following questions: How did it go? Do we do it again? What can we do better? What else can we do?

Feedback from Jim, went generally well, had some audio issues, needed to share the PowerPoint through the hangout rather than the camera. Jenny had some issues logging in, but was unable to do so. Would recommend a better resource. Need to plan ahead of time for a worst case scenario and let everyone know of the options before hand. Plan for worst case scenario.

Those attended in person: Andrea will reach out to Dylan to get a copy of the PowerPoint he presented. Gus likes the speaker, nice to have an informative side of things, and how to grow. Also to have fun as well.

Visits for next year

July-SUU

Sept. 14-Weber in conjunction with Board of Regents (Andrea will talk with Weber about this)

March-UVU

July-Snow

Everyone enjoyed doing the meeting in conjunction with the regents meeting. Regents meeting at Weber, Sept. 14. Agenda would be to have a speaker, attend the regents meeting, then UHESA business.

Merrill will look at meeting in July. Shalece is good for meeting at UVU in March. Look into dates and feasibility. Will talk about this in our next meeting.

July Conference Planning – Stuart and Barbara

Shalece will send out a link with an form for planning. Some institutions will have not yet have it elected. UVU, DIXIE, WEBER, UofU will have elections for the President-Elect in May, USU and Snow will be electing in June, USU-E and SLCC president elect is done (PP and PRES)

Form will include questions

- Plays-Attend a play in conjunction with the Utah Shakespearean Festival
- Hiking-optional or teambuilding activity

Business Items at conference

- Best Practices Document (UHESA)
- Document Storage and Sharing (UHESA) how is the best way to share the information. Available to institutions but not public (procedures vs. constitution and bylaws)
- Hotel block? This is on the survey. Will need two nights at least, Wednesday and Thursday. She will look into dorms as well. This is a tight time with Shakespeare and tourist season.
Approximately 20-30 people

Two people from each institution are included in the dues. If an institution sends more, there is a charge for additional members brought down.

Thursday would start between 8:30-9

Ending Friday 2.

Two days of meetings, part on Thursday (nominations), part on Friday (elections). Executive board members are covered with the increase in dues, no charges for them from the individual institution they represent.

Elections-can elections be opened a lot earlier? Can we open elections for the positions earlier so institutions can support in cost of travel. Would be an opportunity to have a possibility of this, budget requests are going in now. Bylaws would allow this. Nomination process will be started during the May meeting.

Barbara will check on alumni discount for the tickets.

Gus had a question about the term limit. There is none for the Social Media/BFF/Legislative chair. What is the process if someone is on their campus, but not on the UHESA board and they are nominated? They would need to be notified of the nomination and get their Supervisor approval

Other thoughts.

Amelia at Weber

Thanks for the survey. This was used to invite the university President, and reconnecting with them. Not seat at president's council, now they do. Also chair and vice chair will meet regularly with president to discuss staff issues, written report for monthly BOT meetings. Made great strides with it. UVU and SUU have reported positives from this.

Homework-fill this out include number of people you will be sending.

BFF link to Sylvia and Gus by 4/24.

Survey for May's meeting-led by SUU

SUU working on salary and equity. Staff evaluations. Wondering to send evaluation form, how the process works, if it works, opinion on the system for staff. Work with Barbara to do the survey. If you send the form, print and send a PDF, scan and email. How does the process work, who does it, supervisor. Discussion for May's meeting.

Next meeting May 17, 2-3 same phone number.