



# AGENDA

Fall Conference  
University of Utah, David Eccles School of Business  
C. Roland Christensen Center, Room 110  
Thursday, September 20, 2018  
10:45 AM – 4:00 PM

10:45 AM | Welcome, Introductions, and Roll Call – Jenny McConnell and Diana Maughan

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Dixie State University – Diana Maughan – Sylvia Bradshaw  
Salt Lake Community College – 0  
Snow College – Teresa Flinders  
Southern Utah University – Sheri Butler  
University of Utah – Jenny McConnell – Jim Logue  
Utah State University – Julie Duersch  
Utah State University Eastern – Jessica Prettyman  
Utah Valley University – 0  
Weber State University – Amy Huntington

11:00 AM | Approval of Minutes – Jenny McConnell and Diana Maughan

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11:15 AM | Nominations for President-Elect

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Sheri Butler: has been voted in as President Elect

11:45 AM | Break/Lunch will be delivered (Apple Spice Box Lunches)

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12:00 PM | Lunch

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1:00 PM | Team Building Activity

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1:30 PM | Break

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1:45 PM | Legislative Committee Update – Jim Logue

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Need committee members

The have opened how many people can speak on departmental or divisions with the following limitations:

- Cannot speak during work hours
- No use of institutional resources
- Cannot imply institutional stance
- Develop employee disclaimer: The views and opinions expressed in this communication are mine alone or of my constituency and are not to be interpreted as official views of my institution

Create some legislative advocacy training

- Awareness of Exec order
- ID your representation
- Means and forms of communication
- Then what are going to talk about

Get institutions to create something to get the word out to staff the guidelines for reaching out to the legislature.

2:15 PM | PR/Media Update – Kenzie Lundberg

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Remember to check Slack often for important conversations and information...Thank You!



Postponed

2:45 PM | Open Discussion/How do we want to communicate task one?

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Ideas:

- What has UHESA done for our institutions?
- What have our institution done for UHESA?
- We would like to set some goals and plans to help UHESA becoming more of an impact with both the state similar to USEA.
- Push to have staff members get their degrees.
- Push all institution to offer release time for full time staff to take advantage of tuition reductions.
- Have drop in day care for non-traditional students
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Steps for strengthening USHE relationship/partnership and the value UHESA can provide

- What initiative do they have that a line with our goals
  - Non-traditional students/ Returning students
  - BFF
  - In report either in writing or verbal regarding what we are doing to support their initiative to the board of trustees.

What institutions are doing for new staff members?

- Orientations (Weber, SUU)
- Online boarding-Staff on campus mentoring (Dixie)
- Welcome Committee (Dixie)
- HR- Comit to retain staff
  - Staff Turn Over
    - Who left Campus
    - Who moved to a different position

3:30 PM | Finalize President-Elect Nominations/Elect/Adjourn

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Misc:

There is interest in why people are leaving the institution, moving within the institution, and if there is an increase numbers.

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# AGENDA

Fall Conference  
University of Utah, David Eccles School of Business  
C. Roland Christensen Center, Room 110  
Friday, September 21, 2018  
8:30 AM – 1:30 PM

## 8:30 AM | Lite Breakfast, Welcome and Roll Call – Jenny McConnell and Diana Maughan

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Dixie State University – Sylvia Bradshaw-Diana Maughan  
Salt Lake Community College – 0  
Snow College – Teresa Flinders  
Southern Utah University – Sheri Butler  
University of Utah – Jenny McConnell- Jim Logue  
Utah State University – Julie Duersch  
Utah State University Eastern – Jessica Prettyman  
Utah Valley University – Shalece Nuttall  
Weber State University – Amy Huttington

## 9:00 AM | Treasurers Updates and Dues – Nathan Gerber

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Received dues from:

UVU  
Weber  
USU  
SUU  
Dixie

Possibly move to non-profit organization with own bank account.  
Vote to put in on the next meeting agenda.  
Nathan, wasn't here so we did not get balance information.

## 9:15 AM | BFF Committee Update – Amy Huntington

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Discontinue the BFF program  
Take out the referral form  
Keep links and video  
Rename once they have name at USHE  
Identify the person who that is their job and have them be the go to for the referral.  
Just put the link to this person on the page.

## 9:45 AM | Discuss Communication Plan and Set Deadlines/SWAG EXCHANGE

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Action Item: Find out who is on the USHE adult learner committee. Ask Spencer

Action Item: Who is over the non-traditional students?

We are going to put a purpose to create or add to the responsibility of presidents to go to USHE meetings.

10:30 AM | Gather belongings and Depart for Lunch at the Union

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11:00 AM | Group Lunch at the Crimson View in the Olpin Union

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12:00 PM | Depart for the Alumni House for Board of Regents Meeting

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12:15 PM | Board of Regents Meeting (President's Report and Committee of the Whole – Ballroom C)

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1:45 PM | Depart to Kingsbury Hall for President Watkins Inauguration/Adjourn to those that need to depart

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