



MINUTES

Summer 2019 Conference
Utah Valley University – Main Campus
Thursday, July 11, 2019
11:00 AM – 4:00 PM

11:00 AM | Welcome, Introductions, and Roll Call – Jenny McConnell and Diana Maughan

Dixie State University – Cameron Draper, Diana Maughan
Salt Lake Community College – Julia Ellis
Snow College – Paul Tew
Southern Utah University – Sheri Butler, Jim Shakespear, Ben Johnson
University of Utah – Jenny McConnell
Utah State University – Julie Duersch
Utah State University Eastern – Shylie Dickey
Utah Valley University – Nathan Gerber, Candida Johnson
Weber State University – Amy Huntington, Tricia Cook

11:15 AM | Approval of Minutes from May – Jenny McConnell and Diana Maughan

- Sheri Butler Motioned to approve
- Julie Ellis Seconded
- No June Meeting
- Minutes approved for May

Board of Regents report

Concerns with unfunded mandates without defining what these security mandates are not feasible. i.e. Edge computing

11:30 AM | Nominations and Elections

Nathan Gerber Nominated and approved as President Elect

Julie Duersch Nominated and approved as Treasurer

Legislative Chair possible changes due to Amanda Costillo's change in job responsibility. Julia Ellis and Jenny McConnell will assist Amanda in fulfilling her responsibilities.

12:00 PM | Lunch

1:00 PM | Recap of Committee work from past year

Nathan Gerber, gave a treasurer report.

Some budget set aside to assist if needed for council to attend meetings.

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



Annual dues \$350.00 for two members from each institution
Conferences drop back to 1 day site visits: September and March
See appendix for detailed information on the budget.
Motion to approve budget passed.

Webpage:

USU and Snow do not have a landing page for the website. Please send to Kenzie Lundberg.
<http://uhesa.org/bff.html>

Legislation:

We had a meeting in June with Neil Abercrombie, the Vice President for Federal and State Relations at USU. He mentioned that the Board of Regents were not meeting in July and that there were no major priorities identified in June by any of the point contacts at each institution. A lot of activity will start to happen leading up to the August Board of Regents meetings. He mentioned that there is an informal social event that might be good to have representation from Legislative individuals but he wasn't sure who would be appropriate to invite. I will try to find out when and where that is taking place and let you both know. I don't think it will be an open invite for just anyone.

I had planned to send out a survey to gauge Legislative concerns, should I still send this out? I am not sure if this is the best way to engage this board on Legislative issues. I sense that the board prefers updates but does not really get into the nitty gritty. I may just sense this because of the informality of the phone calls. Possibility of attending education day during the legislative period and having other legislative rep attend as well.

Get to know your representatives, but not as a representative of your institution.

Jenny - Expressed her appreciation of her time as president -

[2:00 PM | Break before tour](#)

[2:15 PM | UVU Tour – Roots of Knowledge](#)

[3:15 PM | UHESA Business – led by Jenny](#)

2019-2020 phone calls 9:00 am - Second Thursday of the month Starting August 8th

Zoom meetings

Have Kenzie update webpage

September 13 full day calendar USU

March 27th Dixie Full day

July visit Weber July Tentative 9 and 10 or 16 and 17

[4:00 PM | Adjourn](#)

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



MINUTES

Summer 2019 Conference

Utah Valley University – Main Campus

Friday, July 12, 2019

8:30 AM – 2:00 PM

8:30 AM | Lite Breakfast, Welcome and Roll Call – Sheri Butler and Diana Maughan

Dixie State University – Cameron Draper, Diana Maughan

Salt Lake Community College – Julia Ellis

Snow College – Paul Tew

Southern Utah University – Sheri Butler, Ben Johnson

University of Utah – Jenny McConnell

Utah State University – Julie Duersch

Utah State University Eastern –

Utah Valley University – Nathan Gerber, Candida Johnson

Weber State University – Amy Huntington, Tricia Cook

9:00 AM | Vision, Mission, and Direction for 2019-20 year – Sheri Butler

Without us the staff administration and directives never reach the students

Our role of UHESA is to support each other in our roles at our individual institutions

We need to make a connection to our presidents who then has connection with the legislator

10:30 AM | Break

10:45 AM | Presentation – How UHESA serves us and our institutions (Nathan Gerber) ??

Review Mission Statement

Mission: Our mission is to unify, train, educate, and cultivate higher education staff and their associations; to create a powerful voice for staff within the state of Utah; to instill a sense of pride in higher education staff; and to educate the citizens of Utah regarding the worth of Higher Education.

Collaborating ideas is how we fulfill our role as UHESA. We need to bring ideas and learn ideas

Help people excel in their strengths both in our associations as well as our staff

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



Our ultimate goal has got to be student success
How to implement solutions back home.....

Bee Colony Culture vs Staff Association

- We each have different roles in our Staff Associations
- We each serve for a relatively short period of time
- Transferring responsibility seamlessly is a must for success
- We must be easily replaced when the time comes
- If we each fulfill our roles, our team will flourish
- Constant communication creates smooth working connections
- Sharing the load keeps the staff association progressing as a unit, team, and mechanism

Leadership needs to empower and delegate

The communication mechanism is the best means of getting people to focus on their own responsible

Staff Associations: Advocate, unify communicate, involve

Shawn Achor: The happiness Advantage--TED Talk https://www.youtube.com/watch?v=GXY_kBVq1M

12:00 PM | Lunch

1:00 PM | Set goals, make assignments, etc.

Topics will be discussed during the conference calls. Notice given in advance

- Benefits
- Staff Association Organization
- Recognition
- Staff Association Scholarship
- Tuition Waiver
- Check past surveys
- Staff Development
- Staff Salary equity
- Procedure manual
- Marketing to staff about association (Method, to whom, etc)
- Socializing Events for staff
- Connection and communication with administration
- Connection and communication with Faculty
- Connection and communication with student association

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



- Wellness programs
- Diversity of staff of representation
- Policy Review
- How does staff factor into the strategic plan of your institution
- Performance review
- Service for staff
- Service Opportunities

2:00 PM | Adjourn

Please encourage participation from your leadership in UHESA meetings