



# AGENDA

Conference Call Meeting  
Wednesday, August 16, 2017 | 3:00 PM  
Call-In Number: 435-879-4449

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## Welcome and Roll Call –

Dixie State University – Michele Tisdale, Andrea Brown, Ali Threet  
Salt Lake Community College – Gus Calder, Kevin Springer, (Julia Ellis excused)  
Snow College -  
Southern Utah University – Jim Shakespear, Stuart Bunker  
University of Utah – David Brower, Jenny McConnell, Jim Logue  
Utah State University – Christine Ballard, Steve Funk  
Utah State University – Eastern – Kerstine Fausett,  
Utah Valley University – Shalece Nuttall, Nathan Gerber (excused)  
Weber State University – Lonnie Lujan, Jackie Shafer

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## Approval of Minutes – Shalece

No minutes to approve yet. Minutes will be sent out by 8/21.

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## Legislative Committee Report– Jim Logue

Jim is the legislative committee chair for the University of Utah staff council. He has been on staff senate before in an institution in Wyoming. There are no specific agenda updates, just there to facilitate. The committee needs representation from each institution. Stuart Bunker is willing to help with any questions and suggestions from the previous year.

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## BFF Committee Report – Kevin Springer

Kevin has been on the staff association at SLCC for last couple of years. He works at career services. Nothing specific to report, just getting started. Again, send representative names in. Sylvia Bradshaw is happy to help.

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## Treasurer’s Report – Nathan Gerber

Notes from Nathan- He encourages all to use SLACK. The Treasurer position is three year term, to ensure there is consistency. Vern Bales rotated off UHESA executive board, to focus on the institution board. Vern sent last invoice out, Jenny at University of Utah did not receive it. Kevin Springer at SLCC

(Julia or Dave). Shalece will send an email to Vern to see who he sent 2017-18 invoices to and let him know that he may need to send invoices out again.

### PR/Media Report – Gus Calder

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Gus works in the IT department at SLCC. He has been the PR/Media chair for UHESA for the last two years. He has updated the website with current members, and encourages all to look at it.

UHESA will be moving the website from BlueHost to UVU, to save the hosting fee. We will have the same domain name and functioning the same. Gus is working with Nathan to make that transition. Would like to have one person from each institution. Jim Buchanan (SUU),

All chairs will need to send out their committee goals/expectations, time commitments, and expectations of the members, that can be sent to the institutions and their associations.

The committee is looking for help with Facebook/Twitter, and websites. If an institution has an employee who is doing this at the institution, they would be a great fit. It can also be the same committee chair

### Communication via Slack – Nathan/Gus

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New tool. Allows us to communicate without going through email, and functions like instant messenger. Able to share documents and videos. A way to chat without clogging up our email. All are encouraged to sign in and use it. Anyone who has not yet had an invitation, Nathan will resend invite out. (Ali Threet, Kerstine Fausett, Steve Funk).

Shalece will send an email to Nathan with the board members to resend the invitation. Please look in your SPAM or Junk mail inbox, the email would come from SLACK, and sent out 7/28.

Could add additional channels for the committees.

### Leroy Maughn Feedback – Andrea

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Andrea received a call from Leroy. He is willing to do additional trainings with us if we are interested. If you have any feedback, please provide to Andrea so she can share it. We are meeting on Friday 9-15, could have time to do some training that day for free if interested.

#### Feedback

- Need more time with him.
- Was very interactive and engaged all in the meeting.
- Information and activities was useful, have already been implemented in our areas.
- How to be a better leader, critical thinking, color (student ready to learn), and spiritual, mental, emotional, physical. Looking at colors to see how a decision influences you in the different areas. Thinking outside the box.
- Problem Solving-looking at two different ways (what are we doing too much of, what are we doing too little of).
- Concern, state you have a concern, the facts and what are we going to do about it.

Andrea will work with everyone for our September meeting at Weber! Lonnie is happy to have him help.

### Committee Representatives – Andrea (email Shalece Nuttall at Shalece.nuttall@uvu.edu)

- Legislative – SLCC, Dave Brower, Dixie-Will Powell, UVU Stephanie Albach,
- PR/Media –
- BFF –

Expectation;

Each committee would like to have, and it is helpful, to have representation from each institution. If each institution has a committee regarding these, it would be great to have them on there. The committee member does not need to be on the staff association. They can be anyone from your institution. If you do not have someone from the institution, the President/Pres-Elect will be assigned to be on the committee. This could be motivation to find someone from your institution to serve on the committee. Will have this available by Sept. 1, the time commitment, expectations and goals. Two weeks to find someone to serve on the committees. Shalece will send this out in an email. Committee chairs need to have this to the executive board by Friday, Aug. 25 so we can finalize and get it out.

### Next Meeting – Andrea

Weber State University – Board of Regents Meeting

Friday, Sept. 15

8:30 – 4:00 (Tentative)

No agenda has been set. Lonnie and Jackie need some help with this and planning for no more than 30. Phone call with Julia, Shalece, and Weber to look at the day. Want to try to go to the Regents meeting if possible, held in the AM. Typically, around 10, meet before take care of business, attend regents meetings, make connections with regents and Presidents, VP, Provosts. After this is lunch, \$300 budget for lunch, followed by. Institution can use the money for Lunch and (snacks, breakfast, etc.) After lunch, business and Leroy.

Meeting scheduled with Exec. Board and Weber reps for Tuesday, August 22 from 1:30-2:30

Shalece will send out an RSVP for the meeting soon.

Goals/directions, Legislative where UHESA wants to move for the meeting. What room, map, parking instructions, etc. Possible hotel accommodations and group rate.

Where are the Regents meeting located at? Andrea can work with Liz Hitch at the USHE office. Does not know where meeting is at.

Face to Face once in fall and Spring semesters, Legislative day at the Capital in January/February, and then meet in Summer. Fall at Weber Spring at Dixie, Summer at SNOW. Will set Legislative day. (note to Jim)

### 2017-2018 Goals/Direction – Andrea

- Legislative Discussions around BFF and Family Leave Act

How can we promote and provide a structure (individual schools, and state) so that our community members can see that they can benefit from (having them se

BFF Bring a Friend to Finish – an experience at Dixie (staff reach out to try and get students to come back) Reach out to those we know – resources so they can get back into school and complete. Ways to provide some support for that effort state-wide.

Birth and Placement Leave (Weber trying to mimic UVU)

Parental Leave (U of U interested)

SUU and SLCC – can take sick leave for birth (SLCC – has a sick leave pool)

Weber is really interested in this discussion (birth and placement leave)