

Conference Call Dial-In Number:
(435) 865-8007

UHESA Meeting #82
Telephone Conference Call Meeting Minutes
Sept 19 2012
2:00-3:00 pm

| Item | Person | Time |
|--------------------------------|--------------------|------------------|
| Welcome & Roll Call | Kim Rasbold | 5 minutes |

The meeting was called to order at 2:03 by Kim Rasbold.

| Institution | Attendees |
|-------------------------------|---------------------------------------------|
| Dixie State College | J.D. Robertson, James Miller |
| Salt Lake Community College | Jon Glenn, Desi Nielson |
| Snow College | |
| Southern Utah University | Sheri Butler, Ron Cardon, Bruce Barclay |
| University of Utah | Jennifer Reed, Holly Bigelow |
| Utah State University | Craig Whyte |
| Utah State University—Eastern | Juanita McEvoy, Kim Rasbold |
| Utah Valley University | Alexis Palmer, Brett McKeachnie |
| Weber State University | Aubrey Jenkins, Helen Fink, Lynnette Jensen |

| | | |
|---------------------------------------|------------------|------------------|
| Approve Minutes of Aug 15 2012 | Delegates | 2 minutes |
|---------------------------------------|------------------|------------------|

Craig moved that the minutes be accepted with changes as noted. Helen seconded. All were in favor.

| | | |
|----------------------|----------------------|------------------|
| Budget Report | Jennifer Reed | 2 minutes |
|----------------------|----------------------|------------------|

Jenn reported that there was no budget activity in September. The August balance was \$7632.00, including reimbursements for all of the Guest House charges from the July meeting, catering charges for the July meeting, and dues from all schools except for Snow (which was not billed) having been paid.

| | | |
|--------------------|----------------------|------------------|
| Legislative | Holly Bigelow | 5 minutes |
|--------------------|----------------------|------------------|

The committee has scheduled the Spruce room at the Capitol for February 12th from 10:00 am to 2:00 pm. They anticipate scheduling two speakers, but will wait until after elections/committee selections. Alexis suggested contacting Becky (last name?), and will speak with Val to ask if he will contact Becky. Jon will send the committee some other speaker suggestions that he received from Ross Romero.

Media and PR**James Miller****5 minutes**

James spoke about website updates, including that meeting minutes have now been posted. He will update the current contact list, and Aubrey will send any updates she received to James. James also plans to post the UHESA constitutional updates made in the July meeting.

Campus Reports**Delegates****20 minutes**

| Institution | Summary |
|-------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Dixie State College | Requested agenda items for the November meeting. Planning to invite a guest speaker, possibly a member of the Utah House of Representatives who is also employed by DSC. |
| Salt Lake Community College | Desi and Jon met with their university president about goals and issues. They spoke with her about their staff professional day, planned for February, and received budgetary support. Their Safety Department has been holding brown bag meetings, which are informal trainings with historically poor participation rates. Participation rates have been dramatically increased now that a pot luck luncheon has been added directly before the brown bag meetings. |
| Snow College | n/a |
| Southern Utah University | Ron spoke about an opening social lunch which was well attended (approx. 300 people). Years of service awards (74 recipients) were presented at the event. A staff appreciation night at Shakespeare festival will be held 9/19. Bruce complimented Ron on the event, and a discussion was held about each school's presentation of Years of Service recognitions. DSU and U of U present awards in a departmental setting. USU presents them through HR. WSU presents a university-wide recognition for every 5 years with a choice of a gift, at an event which also celebrates retiring employees. SUU presents a framed certificate for 5 years and a plaque of varying sizes for subsequent years at an event where centerpieces are produced by departments on their campus. |
| University of Utah | |
| Utah State University | Classified: USU recently awarded an Employee of the Quarter at an appreciation luncheon. Professional: UHESA campus meeting will be held at the David B. Haight Alumni Center on August 17 th . They are working to increase the visibility of their staff awards. |
| Utah State University—Eastern | Kim spoke about an opening of school staff breakfast where service awards were given and their Chancellor invited faculty/staff to collect information about the overall feeling of working at USU-E. |

| | |
|------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Utah Valley University | UVU participated in a general board meeting with Pres. Holland on September 14 th . After their PACE meeting September 18 th , they will present information to their President’s Council about staff member’s view of their university. Pres. Holland asked the following questions in their President’s Executive Leadership Council, a meeting which includes Deans, VPs, and PACE: “What keeps you up at night? What crazy idea do you have to improve experience of staff?” UVU plans to collect answers from staff members and report back to Pres. Holland. They also reassessed a few long-standing initiatives in their last PACE meeting, focusing on if they wanted to continue with and finish the initiatives. |
| Weber State University | Helen reported that a CSAC member spearheads the continuing pursuit of an 8-hour Service Leave policy, which ties in with a core theme of their university. The policy would be prorated based on an employee’s FTE rating, and states that service hours must be part of 3 WSU-centric activities, with days held in summer, spring, or fall semesters. Lynnette reported that PSAC is almost through with a document that will enable staff to teach 1 class with approval of their chair, something that was previously restricted by lower income levels. |

Upcoming Meetings

Phone Call – Oct. 17 2:00 pm

Kim Rasbold

Nov. 09 Dixie

DSC Committee members will continue planning the meeting and will update the committee at the next meeting. They asked that an agenda be provided, and offered to fill in any gaps. They were also asked to provide lodging info for those traveling to the meeting. The meeting will be held in the new Holland building.

Adjourn the Meeting

Bruce moved that the meeting be adjourned at 2:33.