

**UHESA Meeting #84
November 09, 2012
Dixie State College
Zion Room 5th Floor Holland Building
9:00am – 4:00pm
MINUTES**

Item	Person	Time
<p>1. Welcome & Roll Call Dixie: Don Johnson, J.D. Robertson, James Miller, Kathleen Briggs, Ken Richmond SLCC: Jon Glenn Snow: Cynthia Avery, Marlin Mason Southern Utah: Sherri Butler, Bruce Barclay, Julie Larimore U of U: Holly Bigelow USU- Eastern: Juanita McIvoy, Kim Rasbold USU- Tacie Watterson, Megan Maples UVU- Brett McKeachnie WSU- Helen Fink, Kristin Radulovich, Aubrey Jenkins</p>	<p>Kim Rasbold</p>	<p>9:00 am</p>
<p>2. Approve minutes: October Minutes approved: Helen Fink moved that the minutes be approved, Jon Glenn seconded, and all were in favor.</p>	<p>Kim Rasbold</p>	<p>9:10 am</p>
<p>3. PR/Media Report James is thinking about refreshing the UHESA webpage and is asking that delegates check their school's information sometime during the meeting. He also needs legislative info for each school-- staff organization legislative person to be listed on the website. Please email info to James directly.</p>	<p>James</p>	
<p>4. Legislative Committee Report / Priorities UHESA Day at the Capitol will be Thursday 2/12 in the Spruce room from 10:00-2:00. A speaker is planned for 10:00, delegates will lobby, then another speaker will be scheduled. Attendance must be on your own time. If delegates are unable to attend they were asked to please send an email to their representatives from a personal email account on personal time. Phone calls and letters are also appreciated. Please explain that you are there on your own time. Training and outreach have been offered at SLCC before their day at the captiol, and it seems to be helpful. Discussion was held on the possibility of a shuttle being arranged which would stop at each school on the way. This event is open to all interested people-- other staff, family and friends are all welcome. The committee will draft a letter to be sent to legislators, and Holly will send a draft before the next meeting. Discussion was held about UHESA's message for this year, including funding for salaries and cost of benefit increases, making sure that staff resources are available for the 2025 initiative, and incorporating suggestions from July's guest speaker. Holly will work on wording and send out a draft. Discussion was held of funding impacts because of projected loss of enrollments. Suggestion that we remind about the return on investment that higher ed offers. Jon asked that we ask our constituents about their priorities. It was also suggested that the letter be sent through the USPS.</p>	<p>Holly</p>	<p>9:30 am</p>

5. Training

Jon / Holly

10:15 am

Holly and Jon offered training on how to effectively communicate with legislators. They asked that we send a letter sometime in November or December, and provided paper and postage paid envelopes. They also provided handouts on How an Idea Becomes a Bill, How a Bill Becomes a Law, and Tips for Successful Communication with your Legislator. They suggested mentioning if you are serving as a caucus delegate, as delegates hold a larger voice with legislators. This message is especially important outside of Salt Lake County. Holly will email a list of contact information for legislators to UHESA delegates. They also offered an orientation on online resources on how to find legislator's contact information, how to find their voting records, and committee assignments (including Higher Education Appropriations Committees). Jon and Holly will distribute handouts electronically. Jon suggested focusing on legislators who are current supporters of higher education.

Holly will send a link where people can sign up to receive email about Higher Education happenings to Aubrey for distribution. Jon also explained that people can sign up for alerts about specific bills, and for a weekly report of activity.

"Green Coat Guys" can help get a message to legislators. You can request that they call or meet with you. Jon and Holly suggested that everyone look up their legislator's names and photos so that they know who they are contacting before the UHESA day at the capitol.

The most important thing, according to Holly and Jon, is to be brief and to the point. They also suggested that you know your facts, and where they came from. Please be concise and courteous.

If you are unavailable for the UHESA day at the capitol, please contact your legislator on another day or by another method. Please schedule trainings with your staff.

6. Guest Speaker David Clark, Former Speaker of the House

11:00 am

Mr. Clark is the former speaker of the house and a current DSU trustee. In his professional life as an employee of Zion's Bank he has found that many companies are still operating as if the recession continues. His presentation focused on the aspects and implications of how the budget is structured, and where the pressure points lie. Mr. Clark stated that the biggest challenge is figuring out how to fund everything.

He explained that knowing which legislator represents you is key. He suggested four times a year which are best to contact your legislator; 1. right after the election. 2. Start after session ends-- make an effort to meet anyone who is in your area. Let them know that you are their constituent. 3. Start with a thank you after end of session. November is the last time committees meet to vote on committee bills, which can move bills to the start of the line. December is tough, but 1st-2nd week of Jan is good. Leadership meetings are good. Create a 1 page concise critical issue presentation. Ask what they think--Can you support this? Do you need any additional information? 4. Sometime during session. Talk with legislators, especially those for whom you are a constituent. "You've done A, B, & C, but we've not had our turn."

He also suggested that UHESA Meet with the Higher Ed committee a couple of times, and that we meet with House Leadership ASAP. All house leadership was elected last night,

including the following: House- Lockheart, Lee, Hues, Don Ibsen. Senate- Wayne Neiderhouser is president. Ralph Okerlund majority leader, Steve Adams Whip, Kneudsen is assistant Whip. He presented background info on budget concerns so that we will know what other draws are also being considered by legislators.

Mr. Clark suggests that UHESA is quite bold at this time in our requests, and referred to "Restructuring." He suggested that we be willing to settle for something less, but be bold in our requests. State legislature on the books states that tuition should not account for more than 25% of the cost of education. He suggested that we contact the schedulers of the house or senate to get on the schedule, and if speaking to the Speaker, talk about the state of the house, rather than focusing on the governor.

7. Review of Goals / Future UHESA

Kim Rasbold

1:30 pm

1. Making contact with Snow: We're glad that the delegates from Snow have joined us today.
2. Legislative: Thanks to the legislative committee for all of their work so far this year

Other Goals/Discussion: Do ATCs have staff associations? (As asked by Dave) If so, they could be an added voice on the committee.

Focus on getting our campus reps involved: SUU gets weekly legislative updates from their university president. Legislative committee needs contact information for each school's legislative person. Tentative timeline (starting in January for the following year)-- Holly will develop and report back.

Suggestion to have a 5 min speaker for some of our monthly teleconferences: Focus on members of the education committee. Delegates were asked to develop a "Top 3 list."

The importance of being unified: How can UHESA help reinforce the message already being sent by our institutions, and how can they help us. Discussion was also held on possibly partnering with faculty.

Including campus legislative people in our phone calls: A separate meeting may be needed.

Need for contact info was emphasized. Dixie will extend an invitation to Brad to participate in our December meeting. (Q & A, plus what he'd like to share.)

The legislative committee will work with Dave to get contact information for senate leadership. Holly will draft the letter and goals to present. (Suggested goals: salaries and benefits) Please include a discussion about legislative priorities as part of association meetings and report back to the Legislative committee. Tentative release date for letter is first part of December.

Staff benefit matrix across campuses: Please send a copy of current staff evaluation form to Sheri (Sheri will send a reminder email).

Switching terminology from Classified/Professional to Exempt/Non-Exempt: Discussion of the terminology change is happening on some campuses. This topic will be explored further at later meetings.

8. Adjourn

Delegates

4:00 pm

Bruce moved that the meeting be adjourned and Holly seconded.