

Professional Staff Organization
Functional Area Review Group
Observer Committee Report
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Committee Members

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Preface

The Professional Staff Organization is pleased to be involved in the annual planning processes of Lewis-Clark State College - with both specific campus groups and the institution as a whole. A representative of PSO participated in each FARG meeting, taking notes and viewing each group through the collective eyes of the professional staff at LCSC. Several themes were garnered from this process and the following observations are a summary of these matters.

Observations/Needs

1) People - Hiring/Training/Workload:

An obvious need that was very common to the presentations involved the need to hire more staff and/or increase the training of current staff to better do their jobs and meet increased expectations. Some of these concerns involved:

- hire more security officers
- hire more custodians
- hire more programmers (particularly Web)
- hire new positions in development, health insurance administration, risk management, recruitment
- offer significantly more training/professional development on Datatel, FERPA, customer service, software skills, etc.
- increase the hours for many $\frac{1}{2}$ and $\frac{3}{4}$ positions – particularly in Student Services
- increase appropriated funds for staff instead of relying on grant dollars and other “soft” money solutions
- appropriate compensation for all staff/faculty

Clearly, as the College grows, so does our need for more staff. Further, workload concerns continue to be of principal importance to current PSO and all current staff/faculty. Long hours and increased responsibilities for offices and staff create stressful and inefficient work environment. Further, low turnover rate should in no way be mistaken for complacency.

2) Things - Technology/Equipment:

Every FARG discussed the need for some level of technological advances in the committee reports. These advances came in many forms including:

- software
- increased Datatel licenses
- computer upgrades
- video streaming for distance learning
- e-commerce

- machinery/equipment for T&I programs
- machinery/equipment for Physical Plant, Security

It is apparent that to successfully do our daily work and stay on pace with tech/equipment advances, LCSC will need to make some significant strides in terms of software, hardware, machinery, etc. that are so vital to our operations.

3) Space – Office/Classroom Space and Facilities

Another omnipresent FARG topic was that of space and the need for/lack thereof. Obviously, as new staff/faculty are hired, equipment is purchased, and programs are created, the need for office and classroom space follows suit. Some departments focused on the need for increased space options while others specified the need to upgrade current space. Either way, this is and will continue to be a major issue on campus.

Summary

The Professional Staff Organization of Lewis-Clark State College emphatically support the growth of the College as a whole and want to work hard to contribute to the success of the students, staff, and faculty. With this in mind, we see the following as paramount for this growth to happen:

- 1) Bolster the campus as a whole by hiring new staff, creating new positions, and adequately training staff to do their jobs to the best of their abilities. Accordingly, address workload issues of staff/faculty and substantially increase the salaries/wages of all employees.
- 2) Improve the positions and programs of the College by investing in advanced technologies (be they software, hardware, machinery, or other) so that we can be on the forefront of the tools needed to do our jobs.
- 3) Look into all options concerning space allocation and room usage. We are a college on the rise and we must be prepared to handle this success even as our physical space becomes tighter.

The PSO recognizes that nothing in this report can be classified as ground-breaking. We understand that most other committee reports in this process will say much the same thing in much the same manner. However, if one statement can be derived from this process, it is this:

The staff of Lewis-Clark State College work very hard and want very much for the school that they love to be successful. However, they must be given the proper assistance, guidance, and compensation if the College is to truly see the fruits of their labor.

Respectfully submitted,
Ryan Gill
Chair, Professional Staff Organization