

Professional Staff Organization Functional Area Review Group
November 2009 Observer Committee Report

Committee Members

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Observation/Needs

We are very aware that fiscal year 2011 will be another lean year for LCSC. PSO has chosen to support expenditures we feel are necessary to maintain the overall viability of the institution and its personnel. These items are listed in order of priority.

- **Safety for all students and staff is of utmost importance.**
 - We support the request by the Physical Plant for money to maintain life-safety and code-required testing, inspection and maintenance of fire safety equipment. Proper care of this equipment is paramount to a safe working environment.
 - The purchase of VHF radios for Security staff is vital to the operations of that department in ensuring safety for all staff and students. We heartily support the purchase.
 - Compliance with ADA requirements is paramount—we support the expenditures needed to replace the door on Spalding Hall in order to meet ADA requirements.
- **Reinstatement of key positions is necessary for the viability of the college.**
 - We strongly support and encourage the reinstatement of two positions key to the viability of the college—the Webmaster and the Grants Director. The absence of a Webmaster over the past year has caused significant hardships for many departments in maintaining and updating websites that have become the college's main venue for advertisement and information. In order to attract and retain students, we must be able to use the Internet to its fullest potential. It has also been made painfully obvious in these tough economic times that more and more of the college's funding will need to be supplemented by grants. With already increased workloads from previous budget cuts, staff cannot alone shoulder the burden of the work involved in researching, writing, and administering grants. The Grants Director position is crucial to the college's ability to effectively manage this important funding source.
- **Technology plays a vital role in the ability to effectively do our jobs.**
 - Support of campus technology is imperative in order to effectively pursue our mission of serving students. The needed upgrade to Blackboard servers and software is critical in maintaining the ever increasing number of courses delivered through that medium, as well as to serve the every increasing number of students taking those courses.
 - Also of importance is the need to be able to service the campus community through the college's scheduling software. This scheduling system has become instrumental not only to the Registrar's Office in scheduling classrooms, but has also become an integral part of the college process in scheduling meeting rooms and assisting visitors for information of scheduled events. Any interruption in service would certainly be detrimental to the effective operations of the college; therefore, the purchase of two servers to support this system is recommended.

- **Replacement of equipment is a must in order to remain viable.**
 - Replacement of inoperable equipment in the Student Union Building kitchen is necessary in order to properly service the students who live in the residence halls and are required to purchase a campus meal plan. Many of our faculty and staff also rely on the SUB kitchen for their lunchtime meal. We support the allocation of monies for repair of this equipment before it is needed, rather than after.

Development of a campus-wide master plan for equipment replacement is sorely needed.

An overarching issue across campus seems to be the need for better planning and budgeting regarding replacement of outdated equipment. Many of our departments and divisions find themselves begging for monies when replacement is necessary. Rather than be reactive and attempt to find funding for replacement when it is needed, we support being proactive by allocating monies for replacement before it is needed. We support the idea of forming a campus committee to study the issue and formulate a master equipment/software replacement plan that can be implemented where needed.

Summary

The Professional Staff Organization recognizes the importance of the UAP process and appreciates the opportunity to provide input from a more global perspective over and above the individual department and division requests. We are united in our efforts to make Lewis-Clark State College a warm, friendly, efficient, and safe educational environment in which our staff and students work and learn.