



2019-2020 Officers:
Chair: Cindy Patterson
Vice-Chair: Angela Meek
Secretary/Treasurer: Johanna Björk
Digital Comm: Kati Wilson

PSO Meeting Minutes

April 13, 2020
10am; Collaborate

Access Link:

<https://us.bbcollab.com/guest/64166c269ce74e51b38d2be08be076d9>

- 1) Call to order. 10:03am by Cindy Patterson. Attendees: 39
- 2) Speaker: Cindy Patterson noted “no speaker” for this meeting, April 13, 2020.
- 3) Approval of minutes from March 9, 2020. Carrie Kyser motioned to approve, Dawn Lesperance seconded, with requested change from Johanna Bjork, in regards to meeting attendees from 17 change to 22.
- 4) Committee Reports
 - a) LC Cares - No report
 - b) Compensation Review Committee – Cindy Patterson reported “No report”
 - c) Functional Area Committee – Angela Meek reported “No Report”
 - d) PSO Mentors – No report
 - e) PSO Employee of the Year – Kati Wilson and Angela Meek responded: We know someone was selected but have not heard anything. Cindy Patterson, will contact Caroline Hatfield, Provost Office, and see how this should be handled, if no announcement has been made yet by administration.
 - f) Professional Development. – Barb Leachman, although all the Live sections are canceled, there is an online workshop in May in marketing your website. These are free for LC employees and students. Dawn Lesperance – PDT (were face to face) have been cancelled, accessibility services will be offering PDT’s on accessible document and Canvas training through E-Learning webpage.
 - g) Professional Staff Hearing Board – No report
 - h) Winter Revels – Dawn Lesperance reported “No Report”
 - i) PSO Donations – Johanna Bjork: \$48 in revenue in April
- 5) Vice Chair Report - Angela Meek
 - a) Calendar of Events

- i No on campus events
- ii Extending the withdraw deadline – notice went out/via email April 20th
- iii There will be a virtual All Campus meeting on May 1st.
- iv Ask and Answer sessions with President Pemberton- See Intranet for schedule
- v Tuesdays at 2pm with President Pemberton – See Intranet for schedule.
- vi Grade Adjustment guidelines – this was released online in PDF format. Can be found on the LCSC Faculty Senate webpage: <https://www.lcsc.edu/faculty-senate/>
Link: <https://www.lcsc.edu/media/7367298/emergency-grade-adjustment-guidelines-spring-2020-draft.pdf>
- vii Dogwood festival update
 - 1 Carrie Kyser – Art Under the Elms rescheduled for July 2020.
 - 2 Shirt designed by Carrie Kaiser. Buy a shirt! Go here: <https://www.lcsc.edu/ce/dogwood/tshirts/>
 - 3 Debi Fitzgerald - The entire month of April is the Dogwood Festival. Art Under the Elms is the only part of the Dogwood Festival that is rescheduled for July 2020. Watch the Inland 360, some virtual events. A coloring sheet. Color sheet, put them in their windows.
 - a Valley wide driving tours of the blooming Dogwood trees information will be available.
 - b Encouraging people to get out and participate, color the sheet – see below.
 - c Complete coloring, enter sheet drawing for a free t-shirt.
 - d Inland 360 link: <https://inland360.com/kids/2020/04/dogwoods-about-to-put-on-a-fabulous-show-festival-may-be-postponed-but-art-and-blossoms-persist/>

b) Committee Openings – Angela Meek

- i By Laws need a Committee member, Angela Meek is on the committee.
- ii PSO Social - Cindy Patterson – we are waiting to see what happens with the Coronavirus. Might happen, depends on what the CDC says.

6) Treasurer’s Report – Johanna Bjork

- a) April revenue \$48. Expense is \$0. Total budget \$2181.69

7) Digital Communication Report – Kati Wilson

PSO Elections start, 4/15/2020: Elections will be open for two weeks, so go out and nominate someone for one of the four officer positions. The nominations are on the PSO website. Kati Wilson will send out an email – Link: <https://www.lcsc.edu/ps0/vote/>

8) Chairperson’s Report – Cindy Patterson.

a) Presidents Council

As far as President's Council, it was a COVID update and what was taking place on campus.

- i We are still awaiting the Governor's direction as far as additional budget cuts that may be to come.

9) New Business

- Erin Cassetto – Student employment – posted information about unemployment for students. Many students lost part time jobs. With the funding coming in, students may qualify. Encourage students to apply for unemployment. Regulations are broadening considerably. Holding an online session about navigating your Leadership Path. This is open to all students. At 10:30 on Friday. Can sign up on handshake.
- Erin Haley – Student union is open. The union main purpose is to provide food via purchase. Social Distancing is being enforced. Warrior Pantry 10:30 – 1:30am for students. Warrior Pantry will be open longer, if requested Question - Johanna Bjork – is the Warrior Pantry still taking donations? Answer: contact Laura Wilson. Question concerning Mobile Deliver – Not yet.
- Barb Leachman– Announcement SBDC, busy. Have a new full-time employee, employees' back ground is law. SBDC currently working with small businesses that were affected by the virus. Helping with the application process. If you know people who are self-employed/ who have small businesses that require assistance, please refer them. Will also be hiring irregular help with business background. <https://www.lcsc.edu/sbdc/>
- Cindy Patterson: Social work LCSC students have a free support help line. The support line, which starts Friday, March 27, will have regular hours at 8 a.m.-5 p.m. Monday-Friday and will use the LC State Social Work office phone number of 208-792-2866. [lcsc.edu/media/7348871/emotional-support-line-flyer.pdf](https://www.lcsc.edu/media/7348871/emotional-support-line-flyer.pdf)
- Johanna Bjork: Library is open for student use, only. Hours: Sunday: 4-8pm. Monday-Thursday: 11-8pm. Friday: 11-5pm. Students are required to show ID, and to sign in. Student access numbers for Library usage are limited, if the Library goes beyond the numbers, the earliest arriving students will be required to leave. Students are required to sign out. Students can choose to sit at a table, desktop computer, or study room. Students also checkout a laptop at Circulation Desk. Library's 2nd floor is closed but if a CTE student requires access to the computers, they are granted access. Students are not allowed to group study. Once a student signs out, Library "Essential" employee cleans that space promptly.

10) Drawings – Angela utilized software for a random name draw

a) Winners

- i Mike Collins
ii Elizabeth Weldy
iii Ashley Edwards

11) Adjourn – Cindy Patterson. 10:44am. Barb Leachman motioned first. Liz Weldy, seconded.