



February 13, 2018
2:00 – 3:00 pm
SUB 143

Minutes

Meeting called to order by Chair Carrie Kyser at 2:01 pm.

Special Guest – Johanna Bjork, Library Director

Johanna gave a brief presentation on LC Library services available. These services include: SuperSearch for books and movies, 24/7 online collections (streaming, journal and newspaper articles, and ebooks), the availability for research appointments with a Librarian (30 minute appointments), interlibrary loans and the ability to chat with a librarian 24/7. She then gave a web demo of their website which included the link where faculty and staff can make purchase recommendations for new library items. She finished by talking about Library events which include: Library Game Night (escape rooms are being looked at for a future event), visit by the therapy dog, and Rock the Finals.

Approval of Minutes

The minutes of the November 14, 2017 meeting were briefly reviewed and it was moved by Dawn Lesperance they be accepted with a second by Angela Meek. Vote was unanimous to approve.

Committee Reports

LC Cares – Charlette Kremer reported that the Food and Toy drive in December was a success, they were able to send out 5 vehicles with donated items to the Asotin, Lewiston and Community Action Foodbanks as well as the LC Warrior Pantry. She also reported that there were record volunteer numbers for the MLK Day events.

Compensation Review Committee – Allen Schmoock (CRC Committee Chair) reported that there were 6 PSO members on the CRC committee. The CRC website (www.lcsc.edu/crc) is available for people to view and includes the new Presidential PG for the committee. This new PG gives CRC members a 2 year membership and has them looking at what accomplishments have been made from last year's recommendations and assist in the development of a long term compensation philosophy. Allen reported that the questionnaire that was sent out last year had 200 total responses (64 from PSO members). The questionnaire results showed that compression and compensation in general remain issues. The CRC is now compiling their report for the President and are anticipating completion the last week of February and will include the audit of last year's report. The report will be available on the CRC website. Vikki Swift-Raymond then gave a brief overview of the progress of the campus compensation

philosophy. They are currently reviewing Bureau of Labor Statistics reports from neighboring states to compare them to the current CUPA reports used to make more accurate standards for PSO and CSO positions. Longevity and prior experience will also be taken into account. They are hoping to have it completed next year and a website will be created for people to review. She also mentioned that they are looking at making sure LC employees are paid at a fair wage which means a campus minimum wage will be instituted as currently there are some staff who are brought on below the poverty level.

Functional Area Committee – Liz Weldy reported that committee members are currently attending the campus FAC meetings. They will get together as a group on February 26 to put together their recommendations and PSO will present to the President’s Council on March 2.

PSO Mentors – No report.

PSO Employee of the Year – Carrie Kyser reported that the schedule has moved up from last year based on the request from the Provost’s Office. The website is currently up and running and nominations should be made by February 16. Voting will then be open February 26 – March 12. A reminder email will be going out shortly.

Professional Development – A meeting was held last week. They are currently looking at new class options, changing some of the current courses and a change in the current rewards program. The new roll out will hopefully take place in the fall. Volunteers to teach a class are always welcome.

Professional Staff Hearing Board – No report.

Winter Revels – No report.

PSO Donations – Dawn Lesperance noted that the new PSO Donations form is available on the website. She also presented a donation request from LC Kids College. No specific amount was requested, but it was noted that \$200 supports 1 child for the summer. CSO donated \$250. It was moved by Angela Meek to approve a \$250 donation from PSO which was seconded by Charlette Kremer. Motion was approved.

Vice Chair Report

Liz Weldy presented the following upcoming calendar information:

February	
13	4pm NSLS-Speaker Broadcast Thaddeus Bullard
13	8:30pm-Open Mic Night-Mystic Café
15	7pm-Music:Third Thursday Celtic and Old Time sessions
16	Chinese New Year-Year of the Dog
16	5:30pm & 7:30p-LC Warrior Women's Men's Basketball vs. Montana Western
17	5:30pm & 7:30p-LC Warrior Women's Men's Basketball vs. Montana Tech
25	11am-LC Warrior Baseball vs. University of BC

March	
6	5pm-LC Warriors vs. Georgia Gwinnett College 8:30pm-Open MIC Night-Mystic Cafe
7	8pm-WEB-Comedian Jenny Ziffrino @ Silverthorne
6	8pm-9pm : WEB-Comedian Hailey Boyle @ Silverthorne Theatre
8	5pm-LC Warrior Baseball vs. Georgia Gwinnett College
9	8am-Past-Present-Future: Women's Leadership Conference
10	12pm-LC Warrior Baseball vs. College of Idaho
13	4pm-NSLS-Speaker Broadcast-Scott Hamilton 8:30-Open MIC Night-Mystic Cafe

March	
15	7pm-Music-Third Thursday Celtic and Old-Time Sessions
16	5pm-March Madness
17	11am-Regional Art & Design Faculty Exhibit Artist Reception
20	4:30pm-Craft Happy Hour-Feed the Birds Crafts 8:30pm-Open MIC Night
26	SPRING BREAK!!!

PDT Classes

February	
23	10am: Grant Writing 101: Research & Proposal Prep SAC 144
23	10am: Safety on Campus MLH 100
23	1:30pm: Adobe Acrobat Professional SGC 124
23	3pm: Colleague UI 5.4 Workshop SGC 122

March	
6	10am: LCSC Web Accessibility SAC 146
8	1pm: Benefits Refresher
13	9am: Digital Photography Basics

March	
14	1:30pm: MS Excel-Part I
14	3pm: QPR, Suicide Prevention & Awareness Training
15	11am: PA Forms 101-Refresher
21	1:30pm: MS Excel-Part II

***Carrie also mentioned the PSO vs CSO Food Drive Contest currently going on. Last date to donate is Friday, February 16. PSO is currently behind. An email update/reminder will go out shortly. The winner will receive a travelling trophy created by Angela Meek. Overall there has been quite a few donations made so far between the two groups.

Treasurer's Report

Travis Osburn reported a revenue total of \$370 from November 1 to February 1 and expenditures of \$410 (drawings from 2 meetings and Winter Revels and LC Food Pantry donations) with a current balance total of \$1319.68.

Chairperson's Report

President Search Committee Update – Carrie reported that they had met yesterday and went through the 64 applications received. On March 5 – 6 the committee will interview the first group in Spokane. The pool will then be narrowed down and on campus interviews will be held the week before Spring Break (probably 3-5).

Upcoming Elections – More information will be coming next month. The PSO website currently has info on what each position does. Carrie showed the video trailer for the new Vice Chair interview that is also available on the PSO website. The new officers will take office in July.

Next Meeting Speaker and Topics – The next meeting will be on March 15 at 9am in SUB 143. Debi Fitzgerald will speak on Art Under the Elms and Amanda Gill will speak on payroll deductions.

New Business

Kathy Martin offered LC 125th lapel pins to anyone who had not received one.

Drawings

\$10.00 in WarriorBucks will go to:

- Scott McClure
- Barbara Leachman
- Jeanette Klobetanz

Adjournment

The meeting was adjourned at 2:58pm.

Respectfully submitted by Travis Osburn.