



September 12, 2017
9:00 am – 10:00 am
SUB 143

Minutes

Meeting called to order by Chair Carrie Kyser at 9:03 am.

Special Guest – President Tony Fernandez

Tony presented several updates. The new CTE building has been funded by the state and LC has our matching funds, though fund raising efforts will continue. The location has been planned, north of the new high school property and has been acquired through land swaps with the city. Local contractors and engineers will be hired for the building process and completion is scheduled for when the new high school is completed, if not sooner. Tony continues to sit on the Governor's Higher Ed Task Force including the Funding Subcommittee. The Funding Subcommittee is currently reviewing outcome based funding models to be proposed to the Task Force. Based on our continued increases in graduation rates LCSC should come out well in this process. This process would then eliminate the line item fiscal year requests to the state and give each institution appropriations to do with as they see fit. This also means that there will be a re-examination of LC's Strategic Plan, which the VPs are currently working on. The major goals of the updated Strategic Plan will not be much different, but the objectives and outcomes will be much more specific and will follow the new mission statement themes. Finally, Tony mentioned his upcoming retirement which will be in June of next year.

Approval of Minutes

The minutes of the April 18, 2017 meeting were briefly reviewed and it was moved by Dawn Lesperance they be accepted with a second by Kevin Reynolds. Vote was unanimous to approve.

Committee Reports

PSO Mentors – Vikki Swift-Raymond reported that a mentor training was held in July. Changes to the program will see new PSO hires be assigned a mentor directly rather than just an offer to be assigned a mentor (only 50% were taking the offer in the past). A scripted email will be sent to new hires with their mentor information. There are currently 17 PSO mentors, but more are always welcome. If interested, contact Vikki.

Compensation Review Committee – As PSO Chair and Vice-Chair Carrie Kyser and Liz Weldy will be the PSO representatives this year. Carrie reported that nothing is happening as of now, but will send out email updates when things do start.

Professional Development – Erin Haley is the new Chair. Erin reported that things are currently in a holding pattern as she gets things sorted out.

Functional Area Committee – Chair Liz Weldy stated there was nothing to report as of yet, but the committee has been set.

LC Cares – No report.

PSO Employee of the Year – no report.

Professional Staff Hearing Board – Will be looking for a new member.

Winter Revels – Will need 2 PSO volunteers to act as members this year. Carrie will send out an email to request those volunteers.

PSO Donations - Dawn Lesperance reported that a form has been started and will be soon ready for approval.

Vice Chair Report

Liz Weldy presented the following calendar items:

| September | |
|-----------|---|
| 12 | 8:30 pm : Open Mic Night (The Mystic Cafe) |
| 14 | 3 pm-4pm : Traditional Dance Demonstrations |
| 14 | 6 pm-7:30pm : International Food & Culture Night Potluck |
| 16 | Free Documentary Showing : "Good Neighbors: Legacy of the American Chinese in Lewiston, ID" |
| 19 | 8:30 pm : Open Mic Night (The Mystic Cafe) |
| 20 | 8 pm : WEB- Comedian Adam Grabowski |
| 21 | 10 am : 73rd Nez Perce County Fair |
| 26 | 8:30 pm : Open Mic Night (The Mystic Cafe) |

| September | |
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| 28 | 8 pm-9 pm : WEB- Musician Jason LeVasseur |
| 30 | 6:15 pm-10 pm-Lewiston Supercross |

| October | |
|---------|---|
| 3 | 8:30 pm – Open Mic Night (The Mystic Cafe) |
| 4 | 8 pm-9 pm : WEB- Comedian Mike Winfield |
| 6 | 6 pm-10 pm : Downtown ArtWalk |
| 10 | 8:30 pm – Open Mic Night (The Mystic Cafe) |
| 14 | 1 pm- 3 pm : CAH Second Saturday- Pinhole Camera Projects |
| 16 | LCSC Homecoming #NoFaceLikeLC http://www.lcsc.edu/homecoming WEB Humans v. Zombies |
| 17 | 4:30 pm- 7 pm : CAH Craft Happy Hour-Steampunk Crafts |
| | 8:30 pm – Open Mic Night (The Mystic Cafe) |
| 24 | 8:30 pm – Open Mic Night (The Mystic Cafe) |

| PDT Classes | |
|-------------|--|
| October | |
| 12 | 9 am – Cyber Security Awareness (SUB 143) |
| 16 | 3 pm – Grant Basics: Award Administration (SUB 225) |
| 18 | 8 am – LCSC Web Accessibility (SAC 146) |
| 19 | 11 am – Webinar: Managing Employees Who are Stretched to the Max (ACW 133) |
| 20 | 9 am – Digital Photography Basics (ACW 136) |
| 24 | 3:30 pm – Adobe Acrobat Professional (SGC 124) |
| 25 | 3:30 pm – Rascals & Shenanigans: A Mischievous History of LCSC (SAC 112) |

| PDT Classes | |
|-------------|--|
| September | |
| 13 | 2 pm : BEC Training-Fire Extinguisher(SUB 143) |
| 15 | 2 pm : Supervising Student Workers (SGC 126) |
| 19 | 3:30 pm – iPhone Basics (ACC CR 211) |
| | 3:50 pm – Shots Fired Training (MLH 130) |
| 20 | 4 pm – Early Alert & Advising (ACW 134) |
| 22 | 3 pm – Advising Technology Updates (ACW 136) |
| 26 | 3 pm – Building Evacuation Coordinator & Monitors Training (MLH 130) |
| | 3 pm – Web Editing (Umbraco) (SAC 146) |
| 27 | 9 am – Financial Basics (SAC 112) |

Erin Cassetto added that the YWCA bowl painting will be happening this week. There will be limited spots available due to the number of first year students involved and departments interested should contact the YWCA directly to see about painting times.

Treasurer's Report

Travis Osburn reported revenue total of \$212 during July and August (member contributions), no expenditures and a current balance total of \$1176.68. It was also urged that for any member not currently donating could do so, forms were offered.

Chairperson's Report

Carrie reported on several topics:

President Search Committee – as PSO Chair Carrie has been asked to sit on the President Search Committee. There are no details on the full committee list, but she will keep PSO updated.

2017-2018 Focus – Will remain very similar to the focus for 2016-2017, but will include the addition to provide input to the State Board of Education during the LCSC Presidential search. The complete list is available at the bottom of the PSO webpage.

Digital Communications Officer – Lana Schwartz tendered her resignation as the 2017-2018 PSO Digital Communications Officer due to her resignation from LCSC. Carrie will be sending out an email shortly seeking volunteers or suggestions to fill the position. In the meantime she has been doing double duty to keep things going. Hoping to have an announcement by the next meeting.

Meeting Dates - The meeting dates/times for the 2017-2018 academic year will be as follows:

- September 12, 2017 at 9am
- October 10, 2017 at 9am
- November 17, 2017 at 2pm
- February 13, 2018 at 2pm
- March 13, 2018 at 9am
- April 17, 2018 at 2pm

All meetings will be held in SUB 143 and meeting requests will continue to be sent out prior to each meeting.

New Business

Introductions were held around the room.

Vikki Swift-Raymond mentioned a couple of upcoming Wellness Programs opportunities/updates.

- Diabetes Prevention Program – starts September 12 and is a year-long program with weekly meetings
- Mammos and Massages – Will be held on October 17 just for LC employees at the St. Joseph Breast Imaging Center
- A Work Scholar has been hired as a Wellness Coordinator this year and is currently working on a walking event that will happen in October

Erin Cassetto reported that the Native American Friendship Luncheon would be held today as part of the Multi-Cultural Week activities.

It was reported that the State Board of Education will be holding their meeting here on campus October 18 and 19. More information to come at the next PSO meeting.

Drawings

\$10.00 in WarriorBucks will go to:

- Lori Ruddell
- Vikki Swift-Raymond
- Jerry Hindberg

Adjournment

The motion to adjourn was made by Dawn Lesperance with a second by Angela Meek. With a unanimous vote the meeting was adjourned at 9:47 am.

Respectfully submitted by Travis Osburn.