



**Professional Staff Organization**  
April 19, 2016 | 2:00 pm | SUB 143

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**MINUTES**

The meeting was called to order by Jerry Hindberg at 2:00 pm.

Jerry welcomed Angela Meek back from maternity leave.

**Approval of minutes:**

The minutes of both the Feb. 2, 2016 and March 1, 2016 meetings were approved.

**Committee Reports:**

**PSO Mentors**

- no report

**Compensation Review Committee – Jerry Hindberg**

- The CRC's Report to president is on the CRC website (link was sent to PSO members via email)
- Website: <http://www.lcsc.edu/crc>; 2015-2015 Documents, 2016 CRC Compensation Recommendations
- The PSO Website has a new section called PSO Resources. This contains the 2016 PSO Compensation Review document, which contains PSO's recommendations to the CRC
- Sue Hasbrouck clarified that this report is one of several inputs to the LCSC President for his final compensation plan which gets sent to the State of Idaho and Governor's Budget Office
- The committee is done for the year
- The CRC group has recommended an earlier start next year

**Professional Development – Julie Crea**

- The courses are rolled over for next year
- Some courses are being bundled into Certificate tracks
  - Examples: Technology Certificate, Development Certificate, etc.
- More info will be out within the next month or so

**Functional Area Committee (FAC)**

- no report

**LC Cares – Charlette Kremer**

- Art of Giving / Send Hunger Packing; will have a presence at Art under the Elms
- Campus clubs are collecting food and money. Beneficiaries are:
  - Asotin County Foodbank
  - Community Action Partnership Foodbank
  - YWCA
  - ROC Rescue Mission

**Professional Staff Hearing Board**

- no report

### **PSO Donations (new committee)**

- no report

### **Vice Chairperson's Report: Phil Liggins**

#### **Important Date Reminders**

- 5/13/16 Graduation at 6pm
- 5/16/16 summer work hours begin
- 5/26 NAIA World Series begins

### **Treasurer's Report: Bob Franklin**

#### **Financial Report for February and March, 2016**

Opening Balance (February 1, 2016):	756.18
Revenue:	67.00
Expenses:	30.00
<b>Ending Balance (February 29, 2016):</b>	<b>\$793.18</b>

Opening Balance (March 1, 2016):	793.18
Revenue:	67.00
Expenses:	130.00
<b>Ending Balance (March 31, 2016):</b>	<b>\$730.18</b>

#### **Revenue:**

February member contributions	67.00
March member contributions	67.00

#### **Expenses:**

February	
- Meeting drawing	30.00
March	
- Meeting drawing	30.00
- Donation: Kids' College	100.00

### **Digital Communications' Report: Angela Meek**

#### **PSO Employee of the Year**

This year's award is shared by two people:

- Lori Ruddell
- Elizabeth Weldy

Lori and Liz received their award at the campus Faculty and Staff Recognition luncheon on April 8, 2016.

#### **PSO Officers Election Results**

Phil Liggins - Chair

Charlette Kremer - Vice Chair

Linda Stricklin – Recording Secretary/Treasurer

Carrie Kyser - Digital Communications officer

#### **Survey Results**

##### **1. Year-end PSO Social**

- a. 70% of respondents voted for holding the event off-campus to allowing for the serving of "adult beverages"
- b. Details for the Year-End social are:  
**Date: June 1**  
**Venue: Tomato Brothers**  
**Time: 4-6pm**

**2. Meeting dates/times**

- a. The majority of votes favored letting the incoming officers' council set the meeting dates and times.

**Chairperson's Report: Jerry Hindberg**

We're still asking for ideas for the President's Strategic Enrollment Planning Initiative

**Other Business**

- **PSO End of year social:** June 1, 4-6pm, at Tomato Brothers (see above). Come when you can.
- A question was asked concerning the President's Strategic Enrollment Planning Initiative: What initiatives are currently being worked on? Jerry responded that we don't know; the Presidents' Council hasn't said what they're working on. As part of the CRC recommendations/requests, it was asked that there be more response back to our inputs/suggestions to report back to our respective organizations (PSO, CSO, and faculty).
- The IT department is starting upgrades to Microsoft outlook, which will increase users' email capacity dramatically. The project timeline is still under development. Preliminarily, it is set to be completed by the end of June. Some testers may be needed; let Jerry know if you are interested.

**Drawing winners - \$10 WarriorBucks**

1. Erin Cassetto
2. Jerry Hindberg
3. Carrie Kyser

The meeting was adjourned at 2:20pm.

Respectfully submitted,

Robert Franklin  
PSO Secretary/Treasurer