



Professional Staff Organization

September 15, 2015 | 9:00am – 10:00am | SUB 143

MINUTES

The meeting was called to order by Jerry Hindberg at 10:00 am.

The minutes of the April 23, 2015 meeting were approved without changes.

Jerry Hindberg requested that members review the minutes of the previous meeting in advance; we won't spend a lot of time going over previous meeting minutes. Jerry also extended Vice-chairman Phil Liggins' apology for being unable to attend this meeting.

Guest Speakers:

Tony Fernandez, LCSC President

- The resignation of Chet Herbst's (Vice President for Finance and Administration)
 - Chet will be leaving after Oct 5. Ron Smith will be the interim VP for Finance and Administration for the rest of the academic year
- Enrollment and the campus strategic enrollment plan
 - Enrollment is down for 4th year, at least 3%. FTE is down about 4-5%. (Exact figures will be available after October 15.) "That's not good."
 - What we are looking at to increase enrollment:
 - Incentives for out of state students
 - Recruit from Community Colleges to get more upper-division students in our classes (we have the capacity)
 - Forming a committee (with Vice President and other individuals) for more plans to set and achieve 5 year goals

Sean Gehrke, Director of Institutional Planning, Research & Assessment

- He has been learning as much as he can and looking for needs his office and the institution have and figuring out his role in meeting those needs.
- Big initiatives
 - Strategic enrollment plan
 - Starting a research study about enrollment - who we offer to, who comes, who doesn't
 - Assessment - he was working with Lori Stinson over the summer: UAB/UAP process information to go up on their web site this week
 - Data: Trying to streamline and improve the presentation of data to the campus

Committee Reports: Jerry Hindberg

Reviewed list of PSO committees, some of which is outdated. We want to make sure the correct information is on the website and that the correct committee members are listed.

LCSC Cares

Kathy Martin stated that the President's cabinet has decided this needs to be a committee under Community Programs, primarily for better tracking of donations.

- The committee has a new local account, and donations go through the Foundation.
- The committee is seeking representation by students, PSO, and CSO.
- Charlotte Kremer continue on this committee. Other PSO members interested in serving should email PSO.

Compensation Review Committee

- Jerry Hindberg and Phil Liggins will serve on this committee

- First meeting is September 15, 2015

Functional Area Committee (FAC)

- Email PSO if interested in being on this committee
- F. PSO Employee of the Year Committee
- Vicki Swift is the chair, needs more individuals

PSO Mentors

- To stay on or get on this committee, email PSO

Professional Development

- Julie Crea is the chair, needs 2 more people

Professional Staff Hearing Board

- Charlotte Kremer would like to step down as chair

Winter Revels

- We need 2 members by Friday 9/18; Courtney Robinson volunteered

Vice Chairperson's Report: Jerry Hindberg (for Phil Liggins)

Instead of a calendar review item on our agenda, we will now have "Important Date Reminders."

Important Date Reminders

9/18/15 (Friday) - benefit concert for fire victims, Silverthorne Theatre

10/29/15 (Thursday) 10am-pm2 - Employee Benefits Fair, Williams Conf. Center

July 1, 2015 - Apr 30, 2016 - Thrive Idaho. This is an opportunity for employees to get \$250 back without a lot of time spent. Log onto Blue Cross of Idaho web site, click on Thrive Idaho.

Update/modifications of bylaws and Council member handbooks

There are proposed changes to the PSO bylaws. PSO members, please read (on your own). Email PSO with questions or other proposed changes. We will vote on bylaws at next meeting. If members can't attend next meeting, send your vote by email.

Treasurer's Report: Bob Franklin

Available Balance (as of August 31, 2015): \$963.68

Revenue (July, August): \$164.00

Expenses (July, August): \$253.40

Membership Donations

We are funded by donations of our members, typically \$1-2 per pay period. (Donations are tax deductible.) Information is available from the PSO home page slider.

Digital Communications' Report: Angela Meek

PSO Website: There is a revamped page of officers, committee members and drawing winner pictures. After the upcoming vote on changes to bylaws, those will be on the web site, too. In an attempt to keep the website streamlined, agendas and minutes from past years and past officer councils' photos have been removed.

Email: Members can opt out of PSO mailings

Chairperson's Report: Jerry Hindberg

2015-2016 PSO Focus: Compensation

The PSO Focus is presented on the PSO home page (<http://www.lcsc.edu/ps0>).

The year's focus is to be involved in making recommendations regarding employee compensation.

- We need competitive, market-driven salaries (per Gov. Otter)
- Salary of many at LC has not kept up with Cost of Living
- Benefits have been reduced over the past 10 years

More ideas are solicited from PSO members. Email PSO with suggestions/ideas. We will present at Oct. Pres' council, but can provide info throughout the year. We would also like to solicit ideas for non-monetary compensation. Example: have work release for more than NAIA World Series, such as for campus clean-up after recent wind storm.

President's Strategic Enrollment Planning Initiative

As PSO, we can provide support to departments. We can make recommendation (Ex: social media presence on LC website, structured approach for social media info).

Discussion:

- Student frustration with Blackboard inconsistencies and excessive email notifications
- How to communicate with students... flyers on restroom stalls

MORE Ideas are solicited from PSO members. Please email PSO with suggestions/ideas. We will present at Oct. Pres' council, but can provide info throughout the year

New Business

The IT department will be converting the campus email system over the next couple of months. Information is available through IT webpage.

- The next phase will be to get email in "the cloud", hopefully by summer 2016
- Outlook will require a restart
- Mobile devices will need connections updated

October meeting treats 10/22/15

1. Carrie Kyser
2. Angela Meek

Announcements

Kathy Martin announced that Liz Weldy is chair for e-Learning director search

Drawing winners - \$10 WarriorBucks

1. Sue Hasbrouck
2. Muna Crook
3. Travis Osburn

The meeting was adjourned at 9:55 am.

Respectfully submitted,

Robert Franklin
PSO Secretary/Treasurer