



2020-2021 Officers:  
Chair: Cindy Patterson  
Vice-Chair: E. Rosita Nabarrete  
Secretary/Treasurer: Liz Weldy  
Digital Comm: Autumn Greene

---

## **PSO Meeting Minutes**

February 17<sup>th</sup>, 2021  
3:00pm; via Zoom:

Join from PC, Mac, Linux, iOS or Android:

<https://lscs.zoom.us/j/95017074895?pwd=N3M5V0tEMHJyU01XbGV2djN3aDRUUT09>

Password: 336228

- 1) Call to order: Called to order at 3:04pm.
- 2) Speaker: No Guest speaker
- 3) Approval of minutes from November 18<sup>th</sup>, 2020: Motion to accept made by Dawn Lesperance and seconded by Angela Meek. Motion passes.
- 4) Committee Reports
  - a) LC Cares: No report.
  - b) Compensation Review Committee: ***Please see the attachment of CRC Report/Recommendations Response from Cynthia Pemberton.***
  - c) Functional Area Committee: Cindy Patterson shared the draft report with members. Cindy needs to submit this report to Lori Ruddell by noon on Friday, February 19<sup>th</sup>, 2021. Can members review and help prioritize the recommendations of the group to be represented for the report to administration? Do we want to state supporting specific positions? Cindy Patterson would like to steer away from leaving any positions out of the report unintentionally. Members can share in this meeting or email Cindy directly, if they feel more comfortable.
    - i Feedback from PSO: Carrie Kyser supports not listing specific positions in the FAC report to administration. A more generalized overview statement would be better. Bert Sahlberg apologized for not attending PSO meetings in the past. Bert stated how valuable PSO's feedback is to accurately represent PSO's input on the report. Carrie Kyser suggests sending a more generalized draft document out to PSO members to suggest changes for the final report. Cindy Patterson stated that she doesn't know if she feels comfortable sending this document out as is. Dawn Lesperance suggests that it is fairly straight forward and let PSO members ask questions if they want clarification. Tessa Jilot asked if PSO's report has the same weight as other divisional reports. She also stated that supporting current staff positions should be before creating new positions. We should support our current need for staff for positions that changed during budget cuts. Cindy Patterson will draft a more generalized version of the report to send out to PSO

members to be able to submit the final report to Lori Ruddell on Friday, February 19<sup>th</sup> at noon.

- d) PSO Mentors: No report.
  - e) PSO Employee of the Year: Nominations opened on Monday for PSO Employee of the Year. If you go to the website, you can visit a Qualtrics survey to nominate a PSO employee. E-mail was already sent out to all CSO, PSO, and Faculty for PSO members eligible to be nominated. March 12<sup>th</sup>, the committee will select the winner and send the name to Provost Stinson that same day.
  
  - f) Professional Development: Some accessibility webinars have already happened. There are a few coming up. Check the website for more PDTs to come.
  - g) Professional Staff Hearing Board: No report.
  - h) Winter Revels: No report.
  - i) PSO Donations: Still looking for deductions for payroll.
- 5) Vice Chair Report
- a) Calendar of Events-Reminders
    - i Reminders that faculty and staff should be encouraging their students to start meeting with their advisors to register for classes soon.
    - ii STAR – student advising, and registration is open for incoming new students – please help spread the word if you have been working with new incoming fall 2021 students.
    - iii The IACRAO Higher Ed Tour that usually lasts about a month and a half in the spring where the Idaho higher ed institutions visit high school juniors – will be held next week from February 22<sup>nd</sup> to February 26<sup>th</sup> virtually. Our admissions office will be on each day for information sessions, including some during the evenings.
    - iv Leadership Series has kicked off this week on Monday, February 15<sup>th</sup> with President Pemberton’s talk on “The Difference – Difference Makes Women in Leadership.” Hopefully you caught it, but we will find out where you can watch it if you missed it. The next one will be on March 18<sup>th</sup> at 9:00 am with Bill Hayne titled “Leadership Through Serving Others.”
    - v March 4<sup>th</sup> will be the Student Fee hearing. Zoom links are forthcoming.
    - vi Women’s Leadership Conference – held virtually on March 5<sup>th</sup> – register for the event through the link sent out on this week’s Monday Message.
    - vii Currently being planned are protocol-compliant versions of Art Under the Elms (April 23-25), the outside commencement ceremonies (May 14<sup>th</sup>), and the AVISTA NAIA World Series (May 28<sup>th</sup> to June 4<sup>th</sup>.)
    - viii And as a reminder, Tuesday’s at Two are still being held by President Pemberton through zoom.
    - ix And lastly – priority date is coming up on March 1<sup>st</sup> – remind your students to apply for the scholarship application through the financial aid new online scholarship portal.

x

- 6) Secretary/Treasurer’s Report: In December, \$49.00 for revenue through the payroll deductions. \$200 was expensed for a donation for the LC Cares holiday drive. In January,

\$151 came through for PSO payroll deductions and \$70 was expensed for drawings during the last two meetings.

- 7) Digital Communication Report: No report except new website is ready to go.
- 8) Chairperson's Report
  - a) Presidents Council:
    - i How can PSO do more, or what do we already do that can enhance recruitment at LC State for month of February. In March, "improving retention" will be our focus on top of "recruitment." Ask PSO members how we are communicating and what we can do further as PSO members individually and for the organization as a whole. This is targeted at the new student population and new employees for PSO at LC State. All campus student fee hearing will take place on March 4<sup>th</sup> virtually starting at 3pm going until 4pm.
    - ii Waiting to hear back on CEC since it's up to the legislature. Governor has proposed re-releasing the 2% kept from the institutions with an additional 2% on top of that. We have to give CEC increases based on merit and will rarely be the full 4.4%. The 3.3% student fee increase will support the CEC recommendations.
    - iii If any staff want to go up to the new CTE building, there is a tour guide at the front desk for a self-guided tour. Women's' leadership conference to be held virtually. Registration is open for that conference. Covid cases are going relatively well. Three testing dates for campus residents to take mandatory Covid tests at no cost. Insurance will be billed. Feb. 19<sup>th</sup>, March 19<sup>th</sup>, and April 16<sup>th</sup> are the testing dates.
- 9) Drawings: Schuyler Daugherty, Kim Tuschoff, and Carrie Kyser were the winners of the \$10 Warrior Bucks.
- 10) Adjourn: Carrie Kyser motioned to adjourn the meeting at 3:50pm and Angela Meek seconded the motion. Meeting adjourned at 3:50pm.