

## Helena College Quality of Worklife Committee (QWL)

### Meeting Minutes

January 19, 2018 / 2:00 p.m. / DON 120

#### **Call to Order/Introductions**

Chair, Mary Ann George called the meeting to order at 2:08 pm.

#### **Attendance**

The following persons were present: Mary Ann George (Chair), Cari Schwen, Mary Twardos, Bridget Guerin.

#### **Review of Minutes**

Members reviewed the minutes from the December meeting. Cari made a motion to approve the minutes and Monica seconded. Minutes were approved by a unanimous vote.

#### **Old/Ongoing Business**

Helena College Informal Happy Hour

- Mary Ann will ask Ben to coordinate the informal social this winter

#### **Winter End of Semester Luncheon Recap**

- Positive feedback from attendees
- Gift baskets were a success.
- Some suggestions for next year
  - Presell tickets during the week before the luncheon
  - Reminder in late fall to start thinking about ideas for the baskets
  - Don't sell the raffle tickets in the corner
  - Having two activities made the pre-luncheon hectic. Cari suggested making gingerbread structures as the pre-luncheon activity next year.
  - Mary Ann will go to Leadership in January to request an assessment of our budget for the luncheon. Cari will help Mary Ann to access UMDW to look at previous budgets.
  - Mary will get with Therese and start the process of longevity award recipients for this spring

#### **January Movie / Potluck Social**

Rick had suggested a Social Movie Night and Potluck. Mary Ann will check with Haley, Robyn and SGA about our contract with the movie licensing service to see what we have contracted so far.

#### **Retiring Staff and Faculty**

Not sure what the reference for this was?

## New Business

Mary Ann passed around a template for a QWL Newsletter with ideas for articles.

### Meeting day for QWL

Ben is unable to attend the meeting on Friday at 2:00. All are able to attend at 3:00 on Friday. Mary Ann will send an e-mail out to members surveying ability to meet at 3:00.

### Merging / Collaborating with Wellness Champs

Mary Ann asked members to consider collaborating with Wellness Champs. She explained that the mission and goals of both groups is similar and that there is grant money available from MUS Wellness to the campus for things like paying for a fitness class once per week. Both could take advantage of this benefit.

### Gender Neutral Restroom on Campus

Access to Success teacher Charlie Crawford approached Mary Ann about QWL sponsoring her effort to have a gender-neutral restroom on campus. Mary Ann was going to invite her to speak to the committee in February. After a group discussion, there was a question regarding cost of the renovation: would Helena College absorb the cost or would Helena School District share because of use of Access to Success students' use? Members discussed whether SGA would be the more appropriate group on campus to further this cause. Mary Ann will speak with Charlie and report back to committee.

### General Discussion

#### Limeade/Incentive Program

Cari reported that an individual was able to join her walking team on Limeade and did not actually contribute any steps but got the points. This is a burden to other members. Mary Ann said that in all team challenges, there is an "invitation only" option and "Anyone can join". Limiting to inviting members will avoid "freeloaders". Our conversation expanded to the incentive program and the award of an Amazon gift card instead of a Fitbit. New employees will not get a new Fitbit, which will potentially limit their ability to participate in step challenges. Limeade does support other tracking devices and Mary Ann suggested getting a grant from MUS to purchase 6 Fitbit Ones that could be checked out by individuals who didn't have a Fitbit. Mary Ann will discuss with Well Champs and Mus Wellness team.

#### Recruiting New members

Committee discussed potential members. Mary Ann will send an invitation to join the Quality of Worklife Committee to those suggested.

### ACTION ITEMS:

- Mary Ann will visit with Leadership regarding budget increase
- Mary Ann will contact Diversity and find out about movie screening situation.
- Cari and Mary Ann will review last three years of QWL Budget
- Mary will work with Therese to create the list of longevity award recipients

- Mary Ann will meet with Wellness Champs and suggest the merger/collaboration with both committees.
- Mary Ann will send an invitation to prospective QWL Committee members.
- Mary Ann is doing too many things and needs to delegate!!

Mary Ann adjourned at 2:45 pm