

QWL Minutes 10/21/2020, 1-2 pm

Attendees: Mary Ann George, Bridget Guerin, Melanie Heinitz, Rick Henry, Phillip Sawatzki, Cari Schwen, Christine Stergar, Mary Twardos.

Treasurer Report: \$4,260.00 Budget

Department Highlighting snacks: \$81.16

Food Trucks plus tip: \$682.50 (\$600.00 Meals & \$82.50 Tip)

Amount available \$3,496.34

Food Truck Report:

60 employees ate at the Food Trucks out of 70 employees that were on campus.

Mary Ann announced 8/25/2020 that she would be stepping down as chair. Melanie will be chairing the QWL committee this year. A nomination was made and accepted. A motion was made by Mary Ann 9/17/2020, and it was seconded by Rick Henry 9/17/2020. This action is now formalized as all other communication was done through email.

Database Goals: updated and approved by QWL committee and Idea committee.

Department Highlighting: Bridget and Mary Ann will be highlighting all departments on campus for the rest of this school year. They will send out a questionnaire for the department head and all employees in that department to fill out. Photos will be taken of each department to be added to the highlight. A small snack will be given to all employees in the department that is highlighted. It was later decided that the department highlighting would be added to the HR Newsletter instead of the 3M Newsletter. Bridget purchased snacks for this event.

Longevity Awards from spring 2020: Glen Zeigler is making these awards. Mary will send out a reminder to the recipients of these awards that they are still in production. Bridget will check with Glen if he needs material.

Perpetual Plaque: Mary Ann contacted an engraver to add names to the plaque. It will be mounted in the hallway near the faculty excellence plaques.

Online Trivia Night: Mary Ann will communicate with Bozeman Public Library about their Zoom Trivia Online. In February, we would like to provide this option for our employees. The prizes will be drawn randomly.

Giving Baskets: Chocolate Themed Baskets awarded February 12, 2021

1. Cari will set up a raffle purchase option where individuals can purchase tickets over the phone.
2. Baskets will be publicized prior, so the Business Office can place the ticket(s) in the correct raffle jar.
3. Virtual photo's for all to see the Baskets and their contents listed.
4. Money raised will be donated to an educational related event.

HC QWL email contact group will be set-up: Melanie will email IT and request contact group.

Reminder to Support Events on Campus:

1. SoupFest: Submit a recipe and vote on a soup recipe. Raffle prize drawing as part of the event.
2. Wellness: Lunch bags with fun items are heading to employees this month.