



Quality of Work Life
January 15, 2025 | 2:00 pm | TEAMS

QWL Mission:

Employees of Helena College who are happy, healthy, both mentally and physically, and positively involved in our campus community are better able to support our students' success. Therefore our mission is to encourage and promote camaraderie and an inclusive supportive workplace for all. (2021)

Helena College Mission:

Helena College supports our diverse community by providing the paths and tools necessary to assist learners in achieving their educational and career goals. (2022)

Minutes

Attending the meeting: Mary Twardos, Anna Thennis, Rick Henry, Kim Caldwell, and Patricia Pierson. Guest Abby Rausch

I. Review of Minutes: November 20, 2024 meeting minutes

Kim made a motion to approve the minutes and Trish seconded the motion. The vote was unanimous.

I. Treasurers report: Index H01026, 10/2/24 Cari confirmed \$1,500.00 money in account is for spring 2025 employee excellence award (\$1,000 grossed up). (Total cost of EEAward in 2023: 1,400.03) (Walnut plaque \$50) (Wall plaque plate \$4)

II. Old Business

Employee Excellence Award

- Renaming Employee Excellence award in Melanie's honor. – [Mary delivered plaque to Crown Trophy 12/19/24. 1/15 Mary SW with Crown Trophy they will print today.](#)

Giving Baskets

- Committee decided on February 2025 for the giving basket. Kim talked with Cari who gave okay for cashier to handle ticket sales & yes okay, cash & debit, check. Sandy appropriate to do on campus. *Kim will double check with Cari the start and end date of ticket sales.*
- Guidelines on what is in baskets: what where are they, we need to double check. *Kim will visit with Cari.*
- Announce
 - On 2/3 to join the event – who will send announcement?
 - Give till 2/18 to get together basket
 - Then actual baskets photo in MMM 24th – who will take photo to send to Paige for MMM?
 - On the 25th tickets sales start for the week – *Kim double checking the dates of sales with Cari.*

- And draw on Friday 2/28.
- Donate funds to established scholarship (Melanie Heinitz Scholarship through HC Foundation)
Motion to give 100% to Melanie Heinitz Scholarship Christy 1st, Rick 2nd, all approved.
- Mary will help with set up room/jars to show baskets & collect tickets, and visit with Christy to reserve the fishbowl for baskets with jars.

Employee Longevity Awards – tabled to next meeting

- Suggested handing out glassware to recipients at a campus function, maybe at the State of the College at the end of spring semester in May, also maybe a power point to recognize. May 5, 2025.

III. New Business

QWL Future going forward

- Abby Rausch/Marketer guest speaker talk about bylaws/the name of the group/structure going forward: Accreditation visit that committees/councils groups need more formalized bylaws (vision, mission, scope) and names that represent the group. QWL projects may shift/rework if the committee is dissolved. **Abby** talked with Dean Bauman that QWL transitioning to the employee Well Being and Engagement Committee. If group dissolves where would events live/carry on. This historical committee events, maybe add the potlucks HC has had can maybe fall under QWL, another idea that came to float by this QWL. Do you think rebranding name change to try to get more members? Wellness Champs integrating that group does, no food allowed in budgets anymore. Wellness Grants available to consider for food/event funding. Excellence, Longevity, Giving Basket, Holiday Cheer where would they go? Makes sense to have outlined the events. How to establish how many members is to 2 or 3 from each area should be outlined, there are times committee will be missing some, then time to recruit more members. Formalizing agree with. A case to be made for shifting language of committee. Cabinet will look at membership recommendations. Abby notes to cabinet and get back with us. **Kim** felt it is a good time to review, what timeframe you need Bylaws, Abby spoke it will be an ongoing process no hard date yet. Not to overlap on other committees mission statements, not point in keeping it if not interest in participation in committee members. Think mission statement should differ from Staff/faculty senates, what void we are filling. Think committee should require 2 of each staff, faculty, professional. **Rick** zero interest in writing Bylaws, committee good about events at HC, maybe not an end to the committee do need a direct mission. Longevity not received as well since the welding items made, we will continue until our glassware is gone. Rick okay to figure out bylaws conversation, technically leaderless (no president) in this group, no answer where events will move to other committees. Will continue to be a team member. **Kim** have not strong view either way, happy to stick with to help. **Trish** likes term limits, events should be spread out. **Anna** do not feel representation from all groups it is an extension of staff senate. Would stay on if representation from all groups. Events should not flow over to Staff Senate if QWL dissolved. **Mary** remembers (2012) when she started her supervisor advised had to be on a committee, that is when joined QWL.

V. Next meeting: Wednesday, February 19, @ 2:00PM

VI. Adjournment @ 3:04pm.