



Quality of Work Life
February 19, 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: Kim Caldwell, Rick Henry, Anna Thennis, Patricia Pierson, and Mary Twardos.

I. Review of Minutes: January 15, 2025 meeting minutes

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

II. Treasurers report: Index H01026, \$1,480.00 *after \$20 for new name plate/ Melanie Heinitz Employee Excellence Award*. Balance in account is for spring 2025 employee excellence award (\$1,000 grossed up (Walnut plaque \$50) (Wall plaque plate \$4) *(Total cost of EEAward in 2023: 1,400.03)*

III. Old Business

Melanie Heinitz Employee Excellence Award

Typically added to MMM in March with mid-April end date. *Time for committee to meet for recipient and to order plaque for May campus meeting.* Nomination Form on the QWL page:

https://helenacollege.edu/campus_facilities/committees/qualityworklife/default.aspx

- Anna volunteered to manage this, Kim & Mary will help.

Giving Baskets status

- Mary will send a Main Teams reminder on 2/19, Kim will write up and send to Mary what to post
- Monday, February 24th Mary will set up the Fishbowl to show baskets & jars to collect tickets
- MMM flyer pictures of baskets, Christy & Anna will create and send to Paige by Friday 2/21 noon
- Drawing raffle winners on Friday 2/28 @ noon. Mary will be in the Fishbowl for the drawing
- Winners: Mary will reach out to winners not present. *Do not need to be present to win*
- Announce winner photos for MMM *optional*
- Donate funds to Melanie Heinitz Scholarship established through HC Foundation

Employee Longevity Awards

Mary will manage this, sending out notices to recipients in 2nd week of March.

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

IV. Conversations where QWL going- tabled to next meeting

Abby not here to discuss her updates from Cabinet. Kim will invite Abby to the March meeting.

V. New Business

- a. No new business

V. Next meeting: Thursday, March 20, @ 3:00PM

VI. Adjournment @ 2:50pm.