

Quality of Work Life September 16, 2022 | 11:00 am | TEAMS

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)

Minutes

- I. Melanie called the meeting to order at 1:05. Members present: Christy Stergar, Melanie Heinitz (Chair), Mary Ann George, Rick Henry, Mary Twardos, Cari Schwen, and Angela Poole.
- **II. Review of April meeting minutes** Mary Ann made a motion to accept the minutes and Cari 2nd the motion. The motion passed with a unanimous vote.
- III. Treasurer's Report: See attachment below.
 - **a.** We've been given the same budget this year. Challenges with spending since the majority of the money was designated for two employee luncheons. Cannot spend on food anymore.

Quality of Work Life 2022-2023 Budget						
Date	Purchaser	Vendor	Receipt No.	Description	Running Total	Approved By
7/1/2022				Budget	\$4,280.00	
				Total		

- **a.** Longevity Awards: Glassware was purchased with last year's budget. Melanie worked with Mary T and we should have enough to recognize for the next three years.
- **b. Employee Excellence Award:** Plaque has been engraved with last year's recipient and on display. 2023 nomination form is updated and on our QWL webpage for nominations.
- **c. Spring Giving Basket Raffle Event Report:** Checks were distributed to last year's recipients: The Angel Fund and the HC Art Program. \$309 per recipient.

V. New Business

a. Capital City Health Club Corporate Membership

Members had a lively discussion about employee eligibility (Adjuncts, tutors, temporary employees) and how to monitor off-boarding employees.

Options that were discussed:

Honor System: People sign up when they become employees and drop corporate membership when they leave employment.

Employee List to CCHC: Twice per year HR sends a list of current employees to CCHC and they compare it to the membership list and drop off boarded employees.

Who should monitor? Currently, Mary Ann has managed but with her departure, it will need to be passed to another QWL member or to HR.

Members will revisit in October and decide how to proceed.

VI. Work Plan Discussion:

Melanie asked members to brainstorm items that will be added to our FY22/23 QWL Work Plan. After sharing the QWL Mission Statement, members discussed including the following items.

- a. Employee Excellence Award
- b. Longevity Award
- c. Two Campus Community Gatherings at the end of each semester (how can we get food back to at least one at the end of the year?).
- d. Giving Basket Event: Suggestion to have it around Valentine's Day
- e. Holiday Cheer: Back in the Student Center? Funded by Wellness \$ again? Extend into January before the spring semester.
- f. Community Service
- g. Trash Mob a.k.a. Campus Beautification Projects
- h. Support Community Events by providing access for employees;
 - a. Symphony Night
 - b. Myrna Loy
 - c. Grandstreet

VII. Final Thoughts:

QWL is tasked with promoting "camaraderie and an inclusive supportive workplace" (from our Mission Statement). This includes the actual day-to-day quality of our work. We have an important role as we are still coming back from Covid and employees need to have the opportunity to gather (Paraphrase of what Rick Henry said).

VIII. Adjournment Melanie adjourned the meeting at 1:40.