

Montana Tech of the University of Montana Staff Senate Minutes
December 4, 2015

Members present: Peggy Delaney, Scott Forthofer, Angela Stillwagon, Peggy McCoy, Annalee Werkmeister, Joyce O'Neill, Amanda Shroyer, and Taryn Quayle. Members absent: Frances Holmes, Theresa O'Leary, Casey Vanatta, Faye Wilson, Melissa Kump, Marilyn Patrick

1) Welcome new members - Introductions were done for the new group members. There were no suggestions of new categories for members and Peggy reported that no one has stepped forward to join from Crafts. Peggy will use the description from the Staff Senate bylaws for the description of the categories.

2) The minutes of the last meeting were approved.

3) Senate Development plan - Senate members reviewed the plan and additional ideas were generated for the Staff Senate webpage.

Communication

- Peggy asked that members send a photo to Annalee and write a bio to go with their photo. Annalee will head this up and asked that each senator submit the bio to her by 12/11.
- Senate Newsletter - plan for summer, fall and spring newsletters. Theresa is willing to do the layout and will need help with the articles. Plan to have first one ready in January, 2016.
- Link to Chancellor reports- Amanda Badovinac or David Nolt can create this link.
- Employee recognition-use start dates for recognition instead of birthdays and Annalee will talk to Cathy Isakson to get the appropriate dates. The plan is to spotlight how MT Tech staff volunteer their time here.
- Ask the Senate form – Casey Vanatta will work on this pipeline for confidential questions, concerns, ideas and current staff issues. MT Legislature action regarding MUS can be highlighted and a link put in to the Union info and the Chancellor reports. Bios on retired staff regarding what they are doing now, celebrations and thank-you can be added.

Represent campus to communities

- The intent is to get MT Tech out to the broader community, there were questions about how to appropriately spend state funds for sponsorships.

Address staff issues this was not addressed at this meeting

Promote positive and productive campus atmosphere –

- Ideas for welcoming new staff include give a coffee mug with a laminated tip sheet, highlight service activities, e.g., a cold weather clothes exchange. Scott and Joyce will head this up.

4) Christmas gift wrapping -Peggy reported that she had heard back from RuthAnne Shope, advisor to Circle K and the Christmas giftwrapping session will be Thursday, Dec. 17 at 4:00.

Peggy asked that members bring additional ideas to the next meeting which is scheduled for 12/18 at 9:00 am.

Respectfully submitted,
Joyce O'Neill