

Staff Senate Meeting Minutes
Tuesday, June 11, 2019
Mt. Con Room, Student Union Building
9:00 a.m. – 10:00 a.m.

Present, Peggy McCoy, Niki Wilcox, Scott Forthofer, Frances Holmes, Casey Vanetta, Debbie Luft, and Marcia Lubick

Absent: Denise Herman, Marilyn Patrick, Kathy Stevens

Minutes: Minutes of April 30 and May 14 were approved as written

New Business:

Elections: (Marcia, Peggy M.) – Staff Senator Elections: Three staff members were nominated to join Staff Senate.

Angela Stillwagon, Enrollment Services
Kinsley Rafish, Enrollment Services
Tristan Sewell, Financial Aid

After a brief discussion and vote all three were elected in as members of Staff Senate.

Staff Senate Officer Nominations for FY2020 – Election will take place at meeting on June 25. The following have accepted nominations:

Frances Holmes, President
Niki Wilcox, Vice President
Marcia Lubick, Secretary
Peggy McCoy, Treasurer

Subcommittee reports:

- **Ask the Senate** (Casey, Frances, Peggy M.) – No new questions.
- **Pat on the Back** (Frances, Casey, Marcia, Nick) – Victoria Pagan has received a Pat on the Back. Her certificate will be awarded once the digger gift card has been received.
- **New Employee Packets** (Frances, Marcia, Peggy M., Nick) – Frances will contact Senators to deliver bags once she has them ready to be delivered.
- **Luncheon Learn Update:** (Niki, Debbie) Luncheon Learn – June – Peggy McCoy will present a session on Alumni engagement on campus, Thursday, June 20.
Luncheon Learn – Fall – Advanced Directives – Power of Attorney - Wills – Niki, Kathy and Debbie are working on this presentation. It will be a two part Luncheon Learn and will be advertised as such. This is an important subject which affects everyone at one time or another so will try to make sure we offer it to the largest audience possible.
- **Scholarship:** (Casey, Marilyn, Peggy M.) Nothing new.
- **Financial Report:** (Peggy M., Marilyn) Peggy M. –

Staff Senate Account:

\$897.80 Beginning Balance
(\$411.87) Peggy McCoy and Scott Forthofer to attend the
MUSSA/BOR meeting in Great Falls May 22-23
(\$100.00) \$5.00 Digger Cards to be presented with the Pat
on the Back certificates

\$385.63. Balance remaining in Staff Senate Budget

Chancellor's Contribution: \$392.50 Balance remaining for Luncheon Learn

Upcoming expenses:

Shirts for Staff Senate members – Denise Herman, Debbie Luft, Angela Stillwagon, Kinsley Rafish, Tristan Sewell

- **Shared Governance:** (Scott, Kathy, Peggy M., Debbie) – Debbie brought up that Chad Okrusch attends the Budget Overview meetings as a non-voting member and suggested that we should have a member of Staff Senate attending as well. Scott volunteered to attend. Peggy will speak with Doug Abbott about sending a Staff Senate Rep to the meetings. They are covered under Montana's Open Meeting Law so there shouldn't be a problem.
- **Elections:** (Marcia, Peggy M.) – Vote on nominated officers at the meeting June 25.
- **By Laws Review:** (Frances, Peggy M., Marilyn) – Peggy and Frances have been meeting about the By Laws updates. They will finish their review and send the updated document to the Staff Senate for comments before the By Laws are ratified.
- **MUSSA:** (Peggy M., Scott) – On May 22 after Scott and Peggy arrived in Great Falls to begin work with the MUSSA team on the presentation they had all been collaborating on for weeks which summarized the results of the Staff Survey with three positive findings and three negative findings from the survey; Mr. McRae, Deputy Commissioner, HR, OCHE presented the MUSSA team with a Gag Order which made it impossible for them to report on the survey results. The justification for the gag order was that the survey had not been signed-off by all of the bargaining units on all of the campuses. In order to present the survey to the public at large in the future all bargaining units will need to sign off on the survey before it goes out to the members. This tied the hands of the MUSSA team and with short notice the report that they were able to put together became little more than fluff. After their presentation to the BOR when the Regents were asking questions the MUSSA Committee had to dance around the questions that could be easily answered from the survey. Next Year the survey will be approved by the bargaining units before it is sent out.
- **Staff Recognition Committee – Sub-committee meeting:** (Peggy M., Casey, Kathy, Denise) Tabled until the new Chancellor begins.
- **Clean-up the M:** Nothing yet on Adopt-a-Lot in the Montana Standard.
- **Community Baby Shower June 23, 2019:** . Peggy will send out a campus email. Drop items off with Peggy.
- **Service Awards:** Victoria has reorder pins and pen sets
- **Summer Newsletter** (Niki & Denise) – Articles due by June 7.
 - Department Highlights: Summer Newsletter
 - Enrollment
 - Physical Plant
 - Petroleum Engineering – 70th anniversary of the 1st Graduating class. – Denise is writing
 - Pat on the Back –
 - New Chancellor – introduction/welcome to campus
 - Highlands –
 - Acknowledgement of Excellence Awards –
 - Events Calendar in the Newsletter
- **Fall Newsletter**

- Department Highlights – Fall Newsletter
 - Recruitment –
 - Student Success Center
 - Career Services
- Article on Jocelyn Bjornstad, coordinator of Campus Life
- Article on Food Services Policies – Peggy has put this on hold. Policies will be reviewed once Cook is on campus.

Next meetings:

June 25, 2019 at 9:00a.m., Regular Meeting - Mt Con Room of the Student Union Building

**Respectfully submitted,
Marcia Lubick
Secretary**