

Staff Senate Meeting Minutes
Tuesday, February 11, 2020
Mt. Con Room, Student Union Building
9:00 a.m. – 10:00 a.m.

Present: Frances Holmes, Niki Wilcox, Peggy McCoy, Angela Stillwagon, Debbie Luft, Kathy Stevens, Casey Vanatta, Denise Herman, Kinsley Rafish, Tristan Sewell, and Marcia Lubick

Absent: No Senators were absent

Minutes: Minutes of January 21, 2020 were approved as corrected.

Ask the Senate: (Frances, Casey) No questions have been submitted

New Employee: (Tristan, Frances, Marcia, Kinsley) Tristan is working on getting the list organized so packets and mugs may be delivered. She will work with Peggy to get the supplies moved from the Foundation storage this week. Frances will have the mugs that are left in her office deliver to Tristan.

Pat on the Back: (Frances, Marcia, Casey, Kinsley) Kim Roberts and Mark Armstrong are the latest recipients and their certificates and gift cards were delivered yesterday.

Lunch and Learn Update: (Kathy, Debbie, Denise, Niki) The next Lunch and Learn with Marsha Goetting is scheduled for Tuesday, April 28. Kinsley will design flyers/poster to advertise the Lunch and Learn using the information and photo that Marsha Goetting's sent to Kathy.

Scholarship: (Casey, Angela, Kinsley) For future fundraisers, if a donor wishes to claim the donation on their taxes they will need to fill out the Gift in Kind memorandum for the Foundation. The form will be placed on the Staff Senate share.

Summer Cornhole Tournament - Kinsley has been receiving input from staff and participants from our January tournament and is getting some great ideas for the next Cornhole Tournament. Ideas include holding the tournament when students may participate, holding the tournament as a TGIF, petitioning the city to allow a us to block off a section of Park Street and hold the tournament outside the KC, or holding a tournament at the McQueen Club as they have an outside area. She will narrow down the ideas before the next planning begins.

KC Fundraiser – Kinsley will check with Jack Hogart this week to find out if the Burgers and Dogs Scholarship Benefit is still on for March 7, 2020 at the KC. She will ask what we can do to help. Kathy has volunteered to make salads.

Budget Report: (Peggy, Marcia) No expenditures since the last report our balance is unchanged at \$603.07.

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|---------------------------|-------------------|--------------------------------------|
| Beginning Balance: | \$1,100.00 | 7/31/2019 |
| Dinning Services | (\$337.50) | Sept. 17 Lunch and Learn |
| MSU Extension | (\$47.43) | Sept. 17 L&L Speakers Mileage |
| Universal Athletics | (\$112.00) | Staff Senate Shirts for new Senators |
| Remaining Balance: | \$603.07 | 1/21/2020 |

Scholarship Funds Report: (Peggy)

| Cornhole Tournament Proceeds 1/16/2020 | | |
|---|-------------------|---|
| 50/50 Tickets | \$475.00 | Entire sales of 50/50 tickets (Colleen Fink donated winnings back to the scholarship) |
| Registration | \$467.00 | Cash Registrations for tournament participants' |
| Donations | \$1,448.00 | Donations received for scholarship |
| Total | \$2,390.00 | Total of funds deposited morning of 1/17/2020 |
| Check received 1/17/2020 | \$100.00 | Check deposited after 1/17/2020 |
| TOTAL | \$2,490.00 | Total as of 2/11/2020 |

Events Committee: (Peggy, Kathy, Marcia, Niki, Frances, Kinsley)

Scholarship Fundraiser – Kinsley checking on Burgers and Dogs benefit (see Scholarship update above).

Shared Governance: (Kathy, Frances, Debbie, Tristan)

LEAD Team – Tristan reported that a Book Club meeting is scheduled for Feb. 21, 2020, 3-4PM in the Poore room of the URC. Chapters 4 and 8 of the book Radical Candor—Be a Kick-Ass Boss Without Losing Your Humanity, by Kim Scott, will be discussed. If you don't have the book, the podcast does a good job of covering the chapters: <https://www.radicalcandor.com/candor-podcast/>.

Professional Development for Faculty and Staff – The LEAD Team is in the process of planning 4-hour and 8-hour professional development seminars for Faculty and Staff.

Staff Recognition Committee: (Peggy, Casey, Kathy, Denise) There has not been a meeting with the Chancellor yet.

Elections (Marcia, Frances): No report

Bylaws Review: (Frances, Debbie, Angela) - No report

MUSSA: (Frances, Peggy) The OCHE and BOR revised their policy on the Regents' Award for Excellence in University System Citizenship to include and recognize outstanding staff across the MUS. Nominations are being sought for FY2020. Each campus may submit two nominations.

Montana Tech Staff Senate will use our pool of recipients of the Pat on the Back award to select our two candidates to nominate for this honor.

Casey will email the Pat on the Back nominations today.

Please reply with your top two choices by Friday, February 14.

Peggy will write the nomination letters describing how each nominee meets the award criteria and will submit the nominations along with photos before Friday, February 28 at 5 pm.

This will be a good tool to promote future Pat on the Back submissions.

Newsletter Committee: - (Niki, Denise, Peggy, Angela) Articles are Due March 4, 2020.
Spring newsletter will be published the week of March 9th or 23rd.

Newsletter articles for Spring newsletter – March

- **Cornhole Tournament** – Kinsley
- **Pat on the Backs** – Marcia
- **Advertisement for the Lunch and Learn with Marsha** - Kinsley
- **Scholarship Article** – Angela

Round table updates:

Angela Stillwagon - Your fellow Senators thank you for completing and mailing the thank you notes to the people and businesses that were instrumental in making our first scholarship fundraiser a success.

Employee Service Awards – April 16 - Chancellor Cook will continue presenting the 5-year and 10-year service awards. We have a supply of pins and pen sets for the awards.

Meeting Adjourned.

Next Meetings:

Tuesday, February 25, 2020 at 9:00 a.m., Mt Con Room of the Student Union Building.

Respectfully submitted,
Marcia Lubick, Staff Senate Secretary