I. Call to Order

The meeting was called to order by chair, Kevin Thane. There were no additions or deletions to the agenda.

II. Approval of Minutes of October 19, 2011

The minutes were approved with corrections.

III. Committee Reports

A. Association of Shared Governance Leaders – met 11/9 per Kevin. The group discussed facilities services, presentation to Leadership MSU, the President’s training initiative, and the upcoming Board of Regents meeting. Reports available at http://www.montana.edu/staffsenate/CommitteeReports/ctteerep-asgl.html.

B. Budget Council – meeting was cancelled. Minutes of the Budget Council meetings at http://www.montana.edu/opa/coms/councils/bcouncil/bcouncil_min.html.

C. Campus Sustainability Advisory Council – met 11/9 per Debbie Drews. They worked on the Sustainability Plan draft and framework for this draft is estimated for the end of December. The group will move forward the Climate Action Plan to University Council in January. Senators discussed both small and large activities that can support sustainability on campus, which included a “where to start” web page and a way to make suggestions to this group. Senators also discussed buying, returning, and recycling caps and gowns. Reports available at http://www.montana.edu/staffsenate/CommitteeReports/ctteerep-csac.html.

D. Facilities Services Advisory – met per Kevin. Topics included the Facilities Forum held on campus to discuss the complexity of building and maintenance projects. Minutes of the OFS meetings at https://www.facilities.montana.edu/committees/ofsc/display.html.

E. Fitness Center Oversight Committee & Recreation Sports Advisory Board – Eric reported they are working on a revision to the governing documentation and are developing a user’s wish list.

F. International Program – no report.

G. MSU Benefits & IUBC – Shari and Carol noted the group continues to pursue alternate ID numbering for the Rx card. They noted a retirement planner is available for counseling. Senators requested a retirement link is available on the Senate’s web page. Senators also request Shari and Carol following up on information regarding the BCBS lawsuit and New West changes that may effects MSU. Reports available at http://www.montana.edu/staffsenate/CommitteeReports/ctteerep-benefits.html.

H. Parking & Transportation Advisory – met in September and was cancelled in October per Molly. The impact of special events parking was discussed. Senators discussed how events are communicated. Senators requested Molly work with the Committee to improve announcements and information available to employees and students. Reports available at http://www.montana.edu/staffsenate/CommitteeReports/ctteerep-parking.html.

I. Planning Council – met 10/20 and 11/3 per Raechell. By using the Mission Statement & Core Themes developed by the Planning Council, the Strategic Planning Committee is working on creating 5-6 goals for the University to use to help direct the Budget Council to distribute the funds. The team is looking at the University’s strengths, weaknesses, opportunities, and threats as part of their work on the
strategic plan learn more click here. Minutes of the Planning Council meetings at http://www.montana.edu/opa/coms/councils/p council/pcouncil_min.html.

J. Pure Gold Selection Committee – no report.


L. University Facilities Planning – met per Mandy. Discussion included a landscape master plan, pedestrian crossings, and screening walls. Learn more about projects click here. Minutes of the UFPB meetings at https://www.facilities.montana.edu/committees/ufpb/display.html.

M. University Council – met 11/2 per Kevin. Topics included the possibility of Engineers without Boards winning a national award and a completion report regarding MSUii and termination of that task committee. Minutes of the University Council meetings at http://www.montana.edu/aircj/coms/councils/ucouncil/ucouncil_min.html.

N. University Marketing – did not meet per Shana. Reports available at http://www.montana.edu/staff senate/CommitteeReports/ctteerep-marketing.html.

O. Other Committee Reports

IV. Old Business

A. Training Task Force – Co-Chairs, Neil and Justin. The topic of training was raised at the “Brown Bag” lunch with President Cruzado on 10/25. The President directed the Senate to do two things. First, organize an education event for classified personnel each semester. And second, to compile an inventory of existing training opportunities. To achieve the second task, the Training Task Force will develop a survey to identify existing training strengths (convenience, location), weaknesses (time/cost, lack of employee training), and opportunities (assessment of existing training, territorial barriers, cultural resistance to training, combine hands on with virtual training, and offer training to other locations, delivery, types of training needed). Discussion by the Senators included improving employee satisfaction with current and future job and skills’ training as well as personal development training was needed. Discussion also included the importance of having a central resource for employee training opportunities or a “MSU Training Center”. University of Idaho (http://www.uidaho.edu/pdl_portal/archive/Training%20Resources) and Ohio State University (http://hr.osu.edu/training/) were cited as examples of centralized resources for employee education.

B. Public Relations Task Force – Chair, Shana. The group has been brainstorming the idea of a Staff Senate newsletter. Topics discussed were publishing biannually, reports on Regent/MUSSA activity, important topics discussed by the Senate, training, highlighting classified groups, classified employee statistics, and a “did you know” section. The Task Force is considering a third issue for year-end review.

V. Information Items

A. Staff Senate leadership meeting with Provost Potvin on December 8.

VI. Updates

VII. Motion to Adjourn

A motion to adjourn was made at 11:03 a.m.

Next meeting, December 21, 2011, from 9:00 to 11:00 a.m. in SUB 232