Staff Senate Meeting Minutes
Wednesday, January 16, 2013
9:00 – 11:00 a.m.
SUB 168

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<td>Steve Beasley, PTAC</td>
<td>Ron Brekke, Benefits</td>
<td>Dave Court, Budget</td>
<td>Mandy Hansen, UFPB</td>
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<td>Mike Hansen, Parking Appeals</td>
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<td>Deb Harrison</td>
<td>Julie Heard, Benefits</td>
<td>Donna Kelly, Parking Appeals</td>
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<td>Kay LaFrance, CSAC</td>
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<td>Wendy McCarty, Personnel</td>
<td>Linda McDonald</td>
<td>Meric Pacey, Personnel</td>
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<td>Linda Roberts</td>
<td>X</td>
<td>Sylvia Sparkman</td>
<td>Owen (O.P.) Taylor</td>
<td>Kevin Thane</td>
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<td>Justin van Almelo, Facilities</td>
<td>X</td>
<td>Bill Van Horn, Space &amp; University</td>
<td>Deb Wilke</td>
<td>Eric Wold, Rec Sports</td>
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<td>Shana Wold, Marketing &amp; Planning</td>
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Attendance Code Key:  X = Attended  A = Apologies for Absence  Staff, Joan Ford, was present.

I. Call to Order. The meeting was called to order by chair, Bill Van Horn. Guests in attendance were Terry Leist, Tom Calcagni, and Phenocia Bauerle.

II. Approval of Minutes. Minute of December 19, 2012 were approved with changes.

III. Guest speakers –Terry, Tom and Phenocia joined the meeting to discuss the Year of Engaged Leadership 2013-2014. Engagement is one principle in the 2012 Strategic Plan. The MSU Year of Engaged Leadership will serve to jumpstart campus and community discussions about next steps in developing leadership principles unique to MSU. Starting in August there will be monthly films, events, presentations, book discussion, and other activities. Themes change monthly and will focus on one characteristic per month such as Listening, Empathy, Awareness, etc. The committee drew from Robert Greenleaf’s essay, The Servant as Leader, in developing the above monthly activities. Greenleaf stated, “...it is the willingness to be a servant first. That means that the leader is focused on the needs of others. This characteristic – being a servant at heart – is the characteristic that truly distinguishes servant-leaders from other kinds of leaders.” Web pages are being developed.

IV. Committee Reports

A. Association of Shared Governance Leaders – Staff Senate Chair – no report.

B. Budget Council – Dave Court – they received and scored 104 strategic investment proposals and are moving forward to public forums.

C. Campus Sustainability Advisory Council – Kay LaFrance –Kristin Blackler has been hired as the new Sustainability Director.


E. Fitness Center Oversight Committee & Recreation Sports Advisory Board – Eric Wold – no report.

F. MSU Benefits & IUBC – Ron Brekke, Julie Heard and Vacant – updated Senators on benefits meetings held 11/20, 12/6 and 1/9. At the 11/20 Plan Change meeting, the Medical, Dental, and Rx Plan expenses continue to trend downward. Reserve funds are above target; however, they will be needed to pay for PPACA (patient Protection and Affordable Care Act) costs and other projected expenses. At the 12/6/12 IUMC meeting the Reinsurance fee is projected at $63/11 per covered life beginning in 2014. IUBC also discussed paying a portion of Health Club memberships. At the 1/9/13 Plan Change meeting there was continued discussion regarding PPACA. Potential changes to the Medical Plan may include increasing copays from $/$150 to $50/200 and giving discounts for individuals to participate in the blood draw twice a year at the WellChecks. Senators discussed the challenge of monitoring both the Health Club membership and blood draw information. It was suggested that returning to the Wellness Reward program allowing employees to provide health information and giving a cash bonus at the end of the year may be a solution.

G. Parking & Transportation Advisory – Steve Beasley – followed up on a request to add a second entry/exit point to the Linfield Hall parking lot. The request was denied at this time. There is a proposal before the President to increase parking fees $5 for both FY14 and FY15. Facilities raised quality issues regarding small utility vehicle usage months ago with the President, these issues continue to be evaluated.


I. Space Management – Bill Van Horn – no report.

J. University Facilities Planning – Mandy Hansen – no report.

K. University Council – Staff Senate Chair – no report.
L. Other Committee reports – Shana Wold announced HR has hired Betsy Web as the new Professional Development & Training Manager. Betsy will be the guest speaker at the March Senate meeting.

V. Old Business
   A. Bylaws Review Committee – Sylvia Sparkman (Chair), Deb Harrison, and Julie Heard – a motion was made and seconded to table bylaws discussion until the February Senate meeting.
   B. Training Task Force – Justin van Almelo (Chair), Julie Heard, Bill Van Horn, and Eric Wold – no report
   C. Public Relations Task Force – Shana Wold (Chair), Molly Anderson, Shari Curtis, Bill Van Horn, and Deb Wilke – no report.

VI. New Business
   A. Bill Van Horn, Shana Wold, and Joan Ford reported that MUSSA (Montana University System Staff Association) met in Helena on 1/8. Representatives from UM Missoula, Helena, MT Tech, MSU Billings, Bozeman and Northern were present. Bylaws were written and approved. Christy Aamold, MSU Billings was elected MUSSA chair. The other campuses were interested in how Bozeman has expanded its membership by including committee representatives into the Senate membership. The smaller campuses are challenged in expanding beyond the default of the union leadership being the staff representative and getting more staff involved. MUSSA member expressed an interest in watching via video conference a Bozeman Staff Senate meeting.
   B. MUSSA members made a presentation to the Regents during lunch. Christy kicked off the meeting by announce the approval of bylaws making MUSSA an official organization, as well announcing that she was elected chair. MUSSA requested the Regents support HB 13 that advocates 5% raises over the next two years. The Commissioner stated they whole heartedly support this bill. Each campus talked about their campuses issues and concerns. Missoula share results of a satisfaction survey. The survey reported 70% of those participating in the survey were satisfied with their jobs at UM. However, pay disparity with market wages was a contributing factor in not being satisfied. Billings discussed pay disparity of Custodial staff. MT Tech, Helena and Northern discussed small campus employees are performing the duties of multiple job titles. Bozeman shared that it is working on a comprehensive salary survey.
   C. Bozeman performed the salary study in an effort to gain a better understanding of the MUS Compensation Pay Plan. The study gathered information from the Big Sky Conference institutions of higher education as well as local businesses, city, county, and state. The group also consulted with HR, A&F, and MPEA union leadership. Using the Standard Occupation Codes (SOC) available in Banner reports allows apples to apples study of low-entry and high-entry wages. The Occupational Employment Statistics (OES), a program that produces employment and wage estimates annually, is the standard MUS uses to set low-entry and high-entry rates. Although data continues to be analyzed, some observations have been made. For example, the Plan has a lot of open area for interpretation which works if you have people in HR and Supervision that know how to interpret it. The last comprehensive salary study was performed was in 2004 and per the Plan should be done on a biennium bases. The Regents and Commissioners were very interested in the research. Bill noted that prior to releasing information to a wider audience a memo will be drafted to President Cruzado for her review.

VII. Information Items
   A. The University will have several opportunities to be heard by the Legislatures. Staff members interested in participating are encouraged to do so. Staff Senate is working with the ASMSU Lobbyists to share the classified story.

VIII. Motion to Adjourn. The meeting was adjourned at 11:05 a.m.

Next Meeting: Wednesday, February 20, 2013 at 9:00 a.m., SUB 168