Staff Senate Meeting Minutes  
Wednesday, February 20, 2013  
9:00 – 11:00 a.m.  
SUB 168

<table>
<thead>
<tr>
<th>X</th>
<th>Steve Beasley, PTAC</th>
<th>X</th>
<th>Ron Brekke, Benefits</th>
<th>X</th>
<th>Dave Court, Budget</th>
<th>A</th>
<th>Mandy Hansen, UFPB</th>
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<tbody>
<tr>
<td>X</td>
<td>Mike Hansen, Parking Appeals</td>
<td>X</td>
<td>Deb Harrison</td>
<td>A</td>
<td>Julie Heard, Benefits</td>
<td>A</td>
<td>Donna Kelly, Parking Appeals</td>
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<tr>
<td>X</td>
<td>Kay LaFrance, CSAC</td>
<td>X</td>
<td>Wendy McCarty, Personnel</td>
<td>X</td>
<td>Linda McDonald</td>
<td>A</td>
<td>Merry Paceley, Personnel</td>
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<td>X</td>
<td>Linda Roberts</td>
<td>X</td>
<td>Sylvia Sparkman</td>
<td>X</td>
<td>Owen (O.P.) Taylor</td>
<td>X</td>
<td>Kevin Thane</td>
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<td>X</td>
<td>Justin van Almelo, Facilities</td>
<td>A</td>
<td>Bill Van Horn, Space &amp; University</td>
<td>X</td>
<td>Deb Wilke</td>
<td>X</td>
<td>Eric Wold, Rec Sports</td>
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<td>X</td>
<td>Shana Wold, Marketing &amp; Planning</td>
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Attendance Code Key:  X = Attended   A = Apologies for Absence  
Staff, Joan Ford, was not present.

I. Call to Order. The meeting was called to order by vice chair, Shana Wold.
II. Approval of Minutes. Minute of January 16, 2013 were approved.
III. Approval of MSU Benefits Committee Representative. Shana reported that five candidates applied and three were interviewed. Kerri Marx, Personnel Officer Auxiliary Services, was identified as the recommended representative. Senators unanimously approved Kerri’s appointment.

IV. Committee Reports
   A. Association of Shared Governance Leaders – Staff Senate Chair – no report.
   B. Budget Council – Dave Court – met to prioritize the 104 strategic investment proposals and rank them. The recommendation documents can be found on the Budget Council website: http://www.montana.edu/budgetcouncil/investmentproposalprocess/index.html.
   C. Campus Sustainability Advisory Council – Kay LaFrance – no report.
   E. Fitness Center Oversight Committee & Recreation Sports Advisory Board – Eric Wold – no report.
   F. MSU Benefits & IUBC – Ron Brekke, Julie Heard and Kerri Marx – Ron handed out IUBC meeting notes from the 1/24 meeting and MUS Wellness Workshop offerings (Wellness MUS, Montana moves, Montana meals, and the Bozeman Wellness Champion roster). Next IUBC meeting is 2/21 in Helena.
   G. Parking & Transportation Advisory – Steve Beasley – no report.
   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 – President’s Commission on the Status of University Women is sponsoring an open house in March per Kevin.

V. Old Business
   A. Bylaws Review Committee – Sylvia Sparkman (Chair), Deb Harrison, and Julie Heard – by a motion at the January 16, 2013 bylaws discussion was postponed until this meeting. The December 19, 2012 discussion left off at the beginning of Article IV Officers, resumption of discussion began with Article IV Officers. Discussion continued on with V Duties of Officers, VI Meetings, VII Committees, VIII Parliamentary Authority, XI Dissolution, and concluded with IX Revision and Bylaws. Between the December and February Senate meetings the entire bylaws document has been discussed, modifications and amendments suggested. Senators requested the Committee reword Article IV Section 5 Vacancies for consideration at the March meeting. Senator’s requested an updated bylaws copy, that includes the Article IV Section 5 Vacancies rewording, be circulated prior to the March Senate meeting for review. An initial list of Policies and Procedures could include:
      a. Election of Senate members
      b. Selection of committee representatives
      c. Describe duties Program Coordinator, chair, and vice chair
      d. Definition of how vacancies are declared for elected members
      e. Leadership election
      f. Define “approved means” of voting
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 – Bill received an email from Faculty Senate commending the Task Force’s work on the Staff Senate newsletter.

VI. Information Items
   A. A Staff Senate rep to the Engagement & Outreach Council is being advertised deadline February 22.
   B. Betsy Webb, Professional Development Manager, will be a guest speaker at the March Staff Senate meeting.

VII. Motion to Adjourn. The meeting was adjourned at 11:00 a.m.

Next Meeting: Wednesday, March 20, 2013 at 9:00 a.m., SUB 232