I. Call to Order. The meeting was called to order by chair, Bill Van Horn. Date corrections were made to the agenda. Guests Phyllis Bock and Brandi Higgins were present.

II. Announcements. Ariel Donohue was introduced as the classified representative on the President’s Commission on the Status of University Women. Jill Flores replaced Kay LaFrance as the classified representative on the Campus Sustainability Advisory Council (CSAC). Jill was unable to attend this Senate meeting.

III. Approval of Minutes. Minute of April 17, 2013 were approved.

IV. Committee Reports

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

B. Budget Council – Dave Court – reviewed the budget related Legislative recommendations. Discussion focused on the 5% of funding that will be “performance based”.

C. Campus Sustainability Advisory Council – Jill Flores – Jill was selected to replace Kay LaFrance. No report.


E. Fitness Center Oversight Committee & Recreation Sports Advisory Board – Eric Wold – Oversight has not met. Recreation is planning to add additional lockers.

F. MSU Benefits & IUBC – Ron Brekke, Julie Heard and Kerri Marx – met 5/2 with the main topic of discussion being the pension plan. A Task Force is being formed to review the current brokerage firm and the possibility of going out to a RFP. Senators requested information about the current plans fees, Ron will investigate. Wellness is giving a webinar on 5/22 at 12:05 p.m. “Sitting is the New Smoking”.

G. Outreach & Engagement Council – Diane Dorgan – no report. Next meeting is Friday, 5/17.

H. Parking & Transportation Advisory – Steve Beasley – no report


J. President’s Commission on the Status of University Women – Ariel Donohue – no report.

K. Space Management – Bill Van Horn – no report

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

M. University Council – Staff Senate Chair – no report.

N. Other Committee reports

V. Old Business

A. Training Task Force – Justin van Almelo (Chair), Dave Court (Co-Chair), Julie Heard, Bill Van Horn, and Eric Wold – a meeting has been scheduled with Betsy Webb on 5/29. Betsy has established a Training Advisory Group to identify five training tracks: financial management, human resources, academic support, supervisor training, and new employee skills. These trainings are for both those in the direct impact area but also those whose job duties include these skills.

B. Public Relations Task Force – Shana Wold (Chair), Bill Van Horn, Sylvia Sparkman, and Deb Wilke - published the spring 2013 issue of the Staff Senate Newsletter. A question was raised regarding the FMLA article. Senators recommended that HR would be the source for any questions or clarification regarding FMLA. Monthly a few Senators will share a little about themselves and what they do on campus. First up, at the June meeting, are Dave, Wendy, and Deb Wilke.

C. Staff Senate Office Manual Task Force – Linda Roberts (Chair), Sylvia Sparkman, Bill Van Horn, and Joan Ford – did not meet.
VI. Leadership elections for 2013-2014 (chair and vice chair) – Shana Wold was unanimously elected as chair. Dave Court, Sylvia Sparkman, and Bill Van Horn stood for vice chair. Dave was elected as vice chair with one abstaining vote. Officer terms begin August 1st.

VII. Information Items
   A. MUSSA will meet on Wednesday, 4/22 in Great Falls. MUSSA members are on the agenda to meet the Board of Regents on Thursday, 4/23 for a 7:15 a.m. breakfast meeting.

VIII. Updates and Other Business
   A. Bill, Shana, and Eric met with Montana Public Employees Association (MPEA) representatives, Molly Anderson and Quint Nyman to review the salary study performed by Eric. Prior to this meeting the study had been shared with President Cruzado, Provost Potvin, and Commissioner Christian. Joan was requested to email copies of the study to the Senator’s.
   B. Bill recommended that the next task the Senate should take on is employee recognition. He will be forming a Task Force soon. He requested those interested to contact him.

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

Next Meeting: Wednesday, June 19, 2013 at 9:00 a.m., Wilson Hall, Bradley Conference Room 2-257