Staff Senate Meeting Minutes  
Wednesday, July 15, 2015  
9-11 a.m. in Wilson Hall, Bradley Conference Room 2-257

<table>
<thead>
<tr>
<th>X</th>
<th>Andrew Board</th>
<th>X</th>
<th>Ron Brekke, Benefits</th>
<th>X</th>
<th>Dave Clark, CSAC</th>
<th>X</th>
<th>Ariel Donohue, Parking Appeals</th>
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</thead>
<tbody>
<tr>
<td>X</td>
<td>Diane Dorgan, Personnel</td>
<td>A</td>
<td>Marie Doubrava, Rec Sports</td>
<td>X</td>
<td>Sandra Fieg</td>
<td>A</td>
<td>Jacob Hahn, PTAC</td>
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<td>A</td>
<td>Deb Harrison</td>
<td>A</td>
<td>Denise Hoepfner, O&amp;E</td>
<td>A</td>
<td>Keely Holmes, Planning</td>
<td>X</td>
<td>Neil Jorgensen, UFB</td>
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<td>X</td>
<td>Peggy Lehmann, Tobacco</td>
<td>X</td>
<td>Kerri Marx, Benefits</td>
<td>X</td>
<td>Wendy McCarty, Personnel</td>
<td>X</td>
<td>Roy Pino</td>
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<td>X</td>
<td>Rita Larby</td>
<td>A</td>
<td>Joe Robbins</td>
<td>A</td>
<td>Tracy Simonson, Benefits</td>
<td>A</td>
<td>Sylvia Sparkman, PCoSUW, Park</td>
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<tr>
<td>A</td>
<td>Mandy St. Aubyn, Budget</td>
<td>A</td>
<td>Justin van Almelo, Facilities</td>
<td>X</td>
<td>Bill Van Horn, Space</td>
<td>A</td>
<td>Shana Wold, Market</td>
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</tbody>
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Attendance Code Key: X = Attended  A = Apologies for Absence  Staff, Joan Ford, was present.

1. Call to Order. Diane Dorgan called the meeting to order. No additions or correction to the agenda were made. Guest Lisa Pino was present.
2. Approval of Minutes. Minutes from the June 17, 2015 meeting were approved.
3. Committee Reports
   a. Association of Shared Governance Leaders – next meeting in September.
   b. Budget Council – Mandy St. Aubyn – next meeting in August.
   c. Campus Sustainability Advisory Council – Dave Clark – met and topics of discussion included bicycle parking spaces in NAIC parking garage.
   d. Facilities Advisory Committee – Justin van Almelo – did not meet.
   e. MSU Benefits & IUBC – Ron Brekke, Kerri Marx, and Tracy Simonson – handed out a flyer with Fitbit exercises and requested the office email to those unable to attend the meeting.
   f. NAIC/CoE Expansion-Parking Subcommittee – Dave Clark – final rough designs provide for 542 to 563 spaces. Ground breaking eta is October, 2015
   g. NAIC/CoE Expansion-Presentation Hall Subcommittee - Rita Larby – did not meet.
   i. Parking & Transportation Advisory Board – Jacob Hahn – no update.
   k. Recreational Sports and Fitness Advisory Board – Marie Doubrava – Marie is on summer hiatus; the Board will meet again in August/September.
   l. Space Management Committee – Bill Van Horn – did not meet.
   m. Tobacco Free Task Force – Peggy Lehmann – committee has not starting meeting.
   n. University Facilities Planning Board – Neil Jorgensen – met and topics of discussion included the NAIC complex and the Sola Café food court located in Jabs Hall.
   o. University Council – Staff Senate Chair – will meet again in August.
   p. Other Committees – no updates.
4. New Business
   a. Service/Maintenance representative Deb Wilke needed to leave the Senate a month before the end of her term. Senators unanimously approved Suzi Nelson start her term early.
   b. Brian Kassar, Psychologist, with the MSU Counseling & Psychological Services approached Staff Senate to sponsor QPR Suicide Prevention Training classes for classified staff. The training is one hour long and only requires Power Point, has all the necessary AV equipment. He recently worked with Professional Council where he trained almost 80 people. After discussion the Senators agreed to sponsor this training suggesting that the Senate works with HR Professional Development and Training Manager, Betsy Webb to schedule, register, and organize trainings. It was noted that since classified staff work 24/7 365 some out of hours training would be appreciated which Brian agreed to do.
5. Information Items
a. HR Professional Development & Training is holding a feedback session today from 2-4 pm in SUB 233.

b. Committee representative openings on MSU Benefits Committee and Parking Appeals Board – first round search yielded no candidates, extending application date to mid-August.

c. Staff Senate meet will meet for one (1) hour on August 19 due to freshman move-in and orientation.

**Next Meeting:** Wednesday, August 19, in Wilson Hall, Bradley Conference room 2-257 from 9-10 am