Staff Senate Meeting Minutes  
Wednesday, August 19, 2015  
9:00 – 11:00 am in Wilson Hall, Bradley Conference Room 2-257

Attendance Code Key: X=Attended, A=Apologies for Absence

X Andrew Board  A Ron Brekke, IUBC  ADave Clark, CSAC
A Ariel Donohue, Parking Appeals  X Diane Dorgan, Personnel  AMarie Doubrava, Rec. Sports
X Sandra Fiegi  AJacob Hahn, PTAC  ADenise Hoepfner, O&E
X Keely Holmes, Planning  ANeil Jorgensen, UFPB  ARita Larby
X Milana Lazetich  XPeggy Lehmann, Tobacco  AKerri Marx, Benefits
X Wendy McCarty, Personnel  XWendy Minster  XSuzi Nelson
X Roy Pino  AJoe Robbins  ATracy Simonson, Benefits
X Sylvia Sparkman, PCoSUW, Park Appeals  XMandy St. Aubyn, Budget  AXJustin van Almelo, Facilities
X Shana Wold, Marketing

1. Call to Order, Additions or Corrections to the Agenda
2. Welcome newly elected members: Wendy Minster, Suzi Nelson, and Milana Lazetich
   1. Milana: from HHD, comp support specialist/building supervisor
   2. Suzi: works at Miller Dining Hall and recruited by Deb Wilke; has been on many boards in the area, esp. the arts
   3. Wendy: from College of Nursing at GF campus; interested in helping with issues faced by those off-campus; did Leadership MSU
3. Announcements regarding shifts and changes in Staff Senate
   1. Bill Van Horn no longer works at MSU he left to start a brewery.
   2. Diane accepted position with Gallatin College as the Program Manager for Dual Enrollment and Big Sky Pathways which are two programs that promote access to college level coursework/credits and career prep or planning and advising for area high school students.
   3. Sylvia Sparkman has the opportunity to replace Diane as chair to be confirmed at the September meeting. Additionally, the Senate will need to elect a new vice chair at the September meeting.
4. Approval of Minutes of July 15, 2015 was postponed until the September meeting.
5. Committee Reports
   1. Association of Shared Governance Leaders (academic year) – Staff Senate Chair - starts in September.
   2. Budget Council – Mandy St. Aubyn - met yesterday; included first draft of budget and proposals; the formulas involved will be based on activity within current programs; will include credit hours with in a College which hasn’t been done before.
   3. Campus Sustainability Advisory Council – Dave Clark - no update.
   4. Facilities Advisory Committee – Justin van Almelo - did not meet.
   5. MSU Benefits & IUBC – Ron Brekke, Kerri Marx, and Tracy Simonson - no update
   6. NAIC/CoE Expansion-Garage Subcommittee – Dave Clark
   7. NAIC/CoE Expansion-Presentation Hall Subcommittee - Rita Larby (meetings to start in Sept)
   8. Outreach & Engagement Council – Denise Hoepfner - no update
   9. Parking & Transportation Advisory – Jacob Hahn
10. Planning Council – Keely Holmes (did not meet)
11. President’s Commission on the Status of University Women – Sylvia Sparkman - Subcommittee has submitted a draft strategic plan to Executive Committee looking into expanding focus to other minority groups, but going to stick with focus on women for now.

12. Recreational Sports and Fitness Advisory Board (academic year) – Marie Doubrava - no update.

13. Space Management – vacant


16. University Council – Staff Senate Chair - starts to meet in September.

17. Other Committee reports

6. Old Business

1. Staff involvement on Dean/Dept. Head Reviews – Staff Senate Chair: discussion will commence with President and Provost at next scheduled meeting

7. New Business

1. Years of Service event planning – event scheduled October 27th from 2-4 pm.

2. Committee representative openings on MSU Benefits Committee and Parking Appeals Board – first round search yielded no candidates, extending application date to mid-August. Additional committee representative opening on Space Management Committee

3. MUSSA teleconference meeting was held on August 7th and Staff Senate vice chair attended. Reviewed prior year involvement – chart of professional development opportunities on campus; data comparison of staff wages; importance of staff in advising of student initiative to BoR Elections were held and Deborah Bradley from MSU Havre was elected chair and Sherri Steiner was elected vice chair. Hope to have two (2) meeting per year with BoR instead of one. Would like to continue employee profiles. Havre would like to make video showing how students interact with staff over course of time on campus. A suggestion of the chairmanship be held for 2 years instead of one – would require a review of bylaws.

8. Updates and Other Business

1. Additional Senate member(s) need to have access to listserv for unexpected events where information needs to get sent to staff on campus.

9. Move to adjourn by Sylvia, Sandi seconded the adjournment.

Next Meeting: Wednesday, September 16, 2015 in SUB 233 from 9-11 am