Staff Senate Meeting Minutes
Wednesday, September 16, 2015
9:00 – 11:00 am in SUB 233

| Attendance Code Key: X=Attended, A=Apologies for Absence | Staff, Joan Ford, attended |

1. Call to Order, Additions or Corrections to the Agenda
2. Introduced, Sharon Beal, Administrative Association for the International Program will be the Secretarial/Clerical representative will finishing Bill Van Horn’s term.
3. Guest Speaker, Matt Caires, Dean of Students, talked about the President’s Commission on Substance Abuse Prevention, [http://www.montana.edu/studentsuccess/pcsap/](http://www.montana.edu/studentsuccess/pcsap/). PCSAP was established to serve the MSU community and provide expertise and advice to the president’s office on the subject of alcohol and substance abuse prevention. The commission conducted a series of interviews, meetings with stakeholders and reviews of professional literature. Based upon its inquiry into this issue, the commission has issued a report with 10 recommendations intended to enhance the safety and wellbeing of student life culture with regard to high risk drinking and substance abuse. The draft was presented to University Council and is currently up for public input. After this input phase, a final version of the recommendations will be completed and submitted to the president for consideration and voted on at the October University Council meeting.
4. Leadership changes
   1. Staff Senate elected chair, Diane Dorgan, changed jobs and resigned for Staff Senate. Vice chair and acting chair, Sylvia Sparkman, has offered to step forward to assume chairmanship. Senators confirmed the change in leadership.
   2. The Staff Senate vice chair became empty. Nominations were solicited. Jacob Hahn, Windows Server Systems Manager with ITC volunteered. There were no other candidates. Senators voted to appoint Jacob as vice chair.
5. Committee Reports
   1. Association of Shared Governance Leaders (academic year) – Staff Senate Chair – have not met.
   2. Budget Council – Mandy St. Aubyn – met and topics covered the strategic investments proposals and reviewed spending data to date.
   3. Campus Sustainability Advisory Council – Dave Clark – met and discussed the Miller Dining Hall renovation for $8 anyone can eat there, discussed the parking garage and the committee’s recommendation to include electric vehicle charging stations, container bike parking, hang tag “G” has been proposed at $495/yr., the 1st and part or all of the 2nd floors will used to replace the paid parking lot.
   4. Facilities Advisory Committee – Justin van Almelo - did not meet.
   5. MSU Benefits & IUBC – Ron Brekke and Kerri Marx – the IUBC Plan Change subcommittee reported the reserve fund has fallen below the 300% threshold due to recent high dollar claims. The Committee Selection team will be interview four candidate.
6. NAIC/CoE Expansion-Garage Subcommittee – Dave Clark – proposals to include electric car charging stations, bike lockers, and other ways to use the garage are being discussed. Ground breaking is scheduled for October.

7. NAIC/CoE Expansion-Presentation Hall Subcommittee - Rita Larby – did not meet during the summer.

8. Outreach & Engagement Council – Denise Hoepner – no meetings through the summer.

9. Parking & Transportation Advisory – Jacob Hahn – no meetings through the summer.

10. Planning Council – Keely Holmes – met 8/26, spent some time going over the final priorities for Planning Council’s recommendations to Budget Council. The four top priorities for FY17 are: L1 – Assess, and improve where needed, student learning of critical knowledge and skills; D1 – Elevate the research excellence and recognition of MSU faculty; I1 – Increase the integration of learning, discovery and engagement; and S1 – Human Resources. Attract, develop and retain the best faculty and staff to achieve the MSU mission. Discussion also included areas needing improvement and needs to correlate with the Accreditation Process.


12. Recreational Sports and Fitness Advisory Board (academic year) – interviewing candidates.

13. Space Management – Senate members confirmed Milana as the representative to this committee.


17. Other Committee reports

6. Old Business

1. Staff involvement on Dean/Dept. Head Reviews – Staff Senate Chair – the Provost, President, and Faculty continue to work through logistics and policies.

2. QPR Suicide Prevention Training by Brian Kassar continues to be delayed.

7. Updates and Other Business

1. Dean of Student Success requested a letter of support from Staff Senate regarding the President’s Commission on Substance Abuse Prevention presented at this meeting. Discussion will be delayed until the October meeting.

2. Guest Speaker at the 10/21 meeting are Lindsey Downs, Project Manager ITC, ITC will be offering the option of using a Box Cloud Storage and Amy Kanuch, Community Relations and Marketing, MSU Charitable Giving Drive. Oct. 19-30.

3. Milestones in Service Awards Ceremony is Tuesday, October 27 from 3 to 5 pm.

4. Brown Bag lunch with President Cruzado, Provost Potvin, and VP Admin & Finance Terry Leist on Wednesday, December 16th from noon to 1 pm.

8. Moved to adjourn at 11 am.

Next Meeting: Wednesday, October 21 in SUB 168