Staff Senate Meeting Minutes
Wednesday, October 21, 2015
9:00 – 11:00 am in SUB 168

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

Staff, Joan Ford, attended

1. Call to Order, Additions or Corrections to the Agenda. A correction was made to the agenda. Guest, Ron Ramsfield was present and guest speakers, Lindsey Downs and Joshua Turner were present.

2. Guest Speaker, Lindsey Downs, Project Manager ITC and Joshua Turner, ITC Director of User Services, presented Box Cloud Storage and WebEx for meetings and collaboration is now available to students and employees of MSU. For more information and how to create an account link to http://www.montana.edu/itcenter/.

3. Guest Speaker, Amy Kanuch, Community Relations and Marketing, MSU Charitable Giving Drive. Oct. 19-30. Amy was unable to attend, information was handed out.

4. Announcements
   b. Elected Members - from Roy Pino to Corrine Simpson, Custodian in South Hedges. Suzi Nelson is leaving MSU and this position will remain vacant until the next election cycle.

5. Approval of Minutes of September 16, 2015

6. Committee Reports
   a. Association of Shared Governance Leaders (academic year) – Staff Senate Chair – first meeting is October 27.
   b. Budget Council – Mandy St. Aubyn – did not meet.
   c. Campus Sustainability Advisory Council – Dave Clark – held a retreat at the beginning of October discussion included goals and plans. Also, discussed was the cost of charging station for the NAIC parking garage which is very expensive.
   d. Facilities Advisory Committee – Justin van Almelo – did not meet.
   e. MSU Benefits – Kerri Marx, Ramie Pederson, and Sarah Rieger & IUBC – Ron Brekke – notes from the August & September plan change committee and October IUBC meeting were distributed via email prior to today’s meeting. The medical and prescription drug plans have received a larger number of high dollar claims prompting potential changes. Once OCHE approves the changes emails and regular mailings will outline what those changes will be.
   f. NAIC/CoE Expansion-Garage Subcommittee – Dave Clark – now that ground has been broken this committee may have completed is purpose. Dave will update at the next Senate meeting.
g. NAIC/CoE Expansion-Presentation Hall Subcommittee - Rita Larby – meeting later today.

h. Outreach & Engagement Council – Denise Hoepfner – the committee is seeking grant applications for up to $5k seed grants for a maximum budget of $20k deadline is November 15 with award notification December 7.

i. Parking & Transportation Advisory – Jacob Hahn – did not meet.

j. Planning Council – Keely Holmes – the committee is working on metrics.

k. President’s Commission on the Status of University Women – Sylvia Sparkman – reviews committee use and the 2020 Strategic Plan.

l. Recreational Sports and Fitness Advisory Board (academic year) – Scott MacFarlane – has not met.

m. Space Management – Milana Lazetich – discussed Ad Astra online classroom schedule and how it is working on other University campuses with Banner, Reid Hall is being renovated and EHHD anticipates occupation in December.

n. Tobacco Free Task Force – Peggy Lehmann – has not met.

o. University Facilities Planning Board – Neil Jorgensen – has met twice during the summer and on September 15. Holiday lights are being put on Montana Hall, the NAIC Parking Garage broke ground with an eta of January, 2017 for use, the NAIC building is expected to break ground October, 2016, and Yellowstone Hall is the name of the new residence hall.

p. University Council – Staff Senate Chair – met October 7, Old Items: Fiscal Misconduct - Affiliated Campuses Policy, Sponsored Programs for Children and Youth - Revised MSU Policy, Student Bill of Rights, and President’s Commission on Substance Abuse Prevention. Informational Items: LRBP Draft List for MSU Bozeman, Conflict of Interest Policy Annual Reporting, and ASMSU Introductions, Levi Birky, ASMSU President and Holly Capp, ASMSU Vice President.

q. Other Committee reports

7. Old Business
   a. Staff involvement on Dean/Dept. Head Reviews – Staff Senate Chair – continues to be reviewed.
   b. QPR Suicide Prevention Training by Brian Kassar – Joan Ford – requested that the Senate table this training until spring of 2016 and table this agenda item.

8. New Business
   a. Dean of Student Success requested a letter of support from Staff Senate regarding the President’s Commission on Substance Abuse Prevention – Senate leadership will draft this letter.

9. Information Items
   a. Milestones in Service Awards Ceremony is Tuesday, October 27 from 3 to 5 pm.
   b. Brown Bag lunch with President Cruzado, Provost and VP Admin & Finance Terry Leist on Monday, December 14th from noon to 1 pm.

10. Updates and Other Business
   a. A request was made to have the Active Shooter presentation by MSU Police at a future meeting.
   b. A MSU volunteer day is planned by O&E this coming spring keep an eye for email and/or postings. Staff is encouraged to participate.

Next meeting: Wednesday, November 18, Huffman Building (MSU Police use the red door to enter)