Staff Senate Meeting Minutes
Wednesday, December 16, 2015
9:00 – 11:00 am in SUB 168

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

Staff, Joan Ford, attended

X Sharon Beall  X Andrew Board  X Ron Brekke, IUBC
X Dave Clark, CSAC  X Sandra Fiegi  A Denise Hoepfner, O&E
A Keely Holmes, Planning  X Neil Jorgensen, UFPB  X Rita Larby
X Milana Lazetic, Space  X Peggy Lehmann, Tobacco  A Scott MacFarlane, Rec Sports
X Kerri Marx, Benefits  X Wendy McCarty, Personnel  X Wendy Minster
X Laurynn Olson, Park Appeals  X Ramie Pederson, Benefits  X Sarah Rieger, Benefits
X Joe Robbins  A Corrine Simpson  X Sylvia Sparkman, PCoSUW, Park Appeals
X Mandy St. Aubyn, Budget  X Justin van Almelo, Facilities  A Shana Wold, Marketing

1. Call to Order, Additions or Corrections to the Agenda. Guest speakers, Cathy Hasenpflug and Lisa Buss were present. Guests also present were Victoria Drummond, Allie Wilson, Sam DesJardins, Aaron Britton, Colette Campbell, and Joe (unknown) from Facilities.

2. Guest Speakers, Cathy Hasenpflug, Director HR Operations, and Lisa Buss, HR Benefits Manager, discussed changes to the HR structure. Cathy provided a handout that showed the way HR was organized and the five areas (Recruitment, Employment and Benefit Services, Payroll, Compensation, Classification and Reports, and HR Information Systems (Banner HR)) in which HR is now organized. The team approach has been applied to all areas within HR including a combined team of members from Payroll and Benefits. The team approach is an effort to improve customer service. Senators ask a number of questions. Guests at the meeting requested support from the Senate and HR to investigate issues regarding union exempt classified employees.

3. Minutes of November 18, 2015 meet were approved.

4. Ballots for vice chair were distributed to Senators. Candidate Shana Wold was voted in as vice chair, Sharon Beall was a close second and there were no write in candidates.

5. Committee Reports
   a. Association of Shared Governance Leaders (academic year) – Staff Senate Chair – met and talked about the student academic calendar.
   b. Budget Council – Mandy St. Aubyn – met December 15 and discussed the FY17 proposed budget process changes and the potential of having funds available for strategic funding.
   c. Campus Sustainability Advisory Council – Dave Clark – held a retreat.
   d. Facilities Advisory Committee – Justin van Almelo – did not meet.
   f. NAIC/CoE Expansion-Garage Subcommittee – Dave Clark – subcommittee may have completed its duties. Rita will investigate
   g. NAIC/CoE Expansion-Presentation Hall Subcommittee - Rita Larby – met and discussed building exteriors.
   i. Parking & Transportation Advisory – Vacant – no update.
   j. Planning Council – Keely Holmes – handed around two sets of meeting notes.
   k. President’s Commission on the Status of University Women – Sylvia Sparkman – did not meet.
   l. Recreational Sports and Fitness Advisory Board (academic year) – Scott MacFarlane – cancelled.
m. Space Management – Milana Lazetich – met and discussed space inventory and the need for rental space.

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


p. University Council – Staff Senate Chair – December meeting cancelled.

q. Other Committee reports

6. New Business

7. Old Business
   a. It was noted that the main discussion at the Brown Bag lunch with President Cruzado and Terry Leist was regarding an early draft of MSU Leadership 360. 360 is an answer to the Senators inquiries regarding participation in Dean and Department Head reviews.

8. Information Items

9. Updates and Other Business
   a. Meeting adjourned at 11 am.

Next meeting: Wednesday, January 20, 2016, location SUB 168