Staff Senate Minutes  
Wednesday, July 20, 2011  
9:00 – 11:00 am  
SUB room 232

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

Staff, Joan Ford, was present.

I. Call to Order

The meeting was called to order by chair, Kevin Thane. There were no additions or deletions to the agenda. In attendance were guest speakers Victoria Drummond, Facilities Planning, Design, and Construction and Anne Milkovich, Information Technology Center. The Senate welcomed appointed classified representative, Eric Wold, Recreational Sports Advisory Board and elected Senators Julie Heard, Linda McDonald, and Charles Nadeau.

II. Approval of Minutes of June 15, 2011

The minutes were approved.

III. Guest Presentations

A. Victoria Drummond presented the Long Range Building Program (LRBP), a continuous process that coordinates maintenance and construction of the four campuses and Montana Agricultural Experiment Stations (MAES). She handed out the LRBP for the Bozeman campus and a list of project priorities. See http://www.facilities.montana.edu/pdc/ for current planning, construction, and projects.

B. Anne Milkovich and Bill Van Horn presented the One MSU vision. “The One MSU is a big house with many doors to welcome our students and serve our communities.” —President Cruzado, Inauguration Speech, Sept 2010. OneMSU has two initiatives: Integration Initiative (II) and Organizational Initiative (OI). II is a cultural change of the constant four-campus mindset made up of multiple teams who have been working over a year. OI is a comprehensive effort to empower students, faculty, and staff to optimize mission support success through long-term, sustainable changes based on thorough data collection and campus input. The OI will begin their public launch on 8/17. See http://www.montana.edu/onemsu/index.php for more information to see accomplishments and progress reports.

IV. Committee Reports


B. Budget Council – Sheron reported that they met 6/28. The main topic of discussion was the $4.6 million left over from the FY11 budget. The group slotted $1 million to scholarships, stipends, the universities revolving reserve fund and $1.6 million to a new software program. Minutes of the Budget Council meetings at http://www.montana.edu/opa/coms/councils/bcouncil/bcouncil_min.html.

C. Campus Sustainability Advisory Council – Debbie Drews reported they met on 7/12. She voiced concern that the CSAC website was not up to date and that no minutes had been posted since August 2010. ASMSU Sustainability Center presented a potential initiative to change the name to the MSU Sustainability Center or MSU Office of Sustainability or something similar. This could facilitate a greater partnership between ASMSU, students and the administration. Senators will hold further discussion at the 8/17 meeting regarding starting and funding a new department. Facility Services announced that they were appointing a new member of staff (Resource Conservation Specialist) to work on energy/resources usage reduction across campus. Facilities employed/contracted the services of an Energy Audit/Savings specialist last year – it was noted the outcome was not as positive as they had hoped or that it could have been. Climate Action Plan (CAP) is due to submit its Climate Action Plan by the end September 2011. The group is trying to incorporating sustainability in to MSU’s Mission Statement. Bozeman City Commission
meets on 8/8 to discuss its own sustainability plans. Reports available at http://www.montana.edu/staffsenate/CommitteeReports/ctteerep-csac.html.

D. Facilities Services Advisory – Kevin reported they met 7/19. Facilities Services is working on a public financial statement. Irrigation pond has been cleaned up and ready for use in about three weeks. Minutes of the OFS meetings at https://www.facilities.montana.edu/committees/ofscac/display.html.

E. International Program – does not meet through summer.


G. Parking & Transportation Advisory – Molly reported the meeting was cancelled. Reports available at http://www.montana.edu/staffsenate/CommitteeReports/ctteerep-parking.html.

H. Personnel Advisory Board – Wendy reported that they did not meet.

I. Planning Council – Raechell reported they met 7/12 and continued their discussion on core themes. Minutes of the Planning Council meetings at http://www.montana.edu/opa/coms/councils/p council/p council_min.html.

J. Space Management – Bill reported they met 7/8. ROTC will use Romney 102 and 112 for equipment storage and are still evaluating other uses for the building. Reports available at http://www.montana.edu/staffsenate/CommitteeReports/ctteerep-smc.html.

K. University Facilities Planning – met 7/5 and 7/19 in an email report from Mandy. At the 7/5, meeting a presentation with the draft classroom design guidelines. At the 7/19 meeting, reviewed and approved a design concept to relocate and expand the Writing Center in Wilson Hall. We tabled a request to fund the project from the new R & R fund until UFPB has had a chance to develop criteria for funding projects. We also had an informational session regarding the LRPB process and LRPB upcoming projects. This presentation was probably similar to the one you had at yesterday’s meeting. Minutes of the UFPB meetings at https://www.facilities.montana.edu/committees/ufpb/display.html.

L. University Marketing – did not meet. Shana will be the classified representative on a University Communications steering committee to develop an employee recognition program. Reports available at http://www.montana.edu/staffsenate/CommitteeReports/ctteerep-marketing.html.

M. University Council – Joan reported they met 7/6. Proposed Tobacco Free Campus Policy and Implementation Plan was discussed, final vote was postponed until October. Shari noted http://www.montana.edu/health/healthpromo/tobacco.php is a web link to the Tobacco Free MSU effort. Minutes of the University Council meetings at http://www.montana.edu/aircj/coms/councils/ucouncil/ucouncil_min.html.

V. Old and New Business, Information Items, and Updates

A. Kevin read the following announcement from MSU Bozeman Director of Employee and Labor Relations, “Please be advised that union membership has ratified the tentative agreement between the Montana University System and the Montana Public Employees Association. The wage increase is as follows: Effective October 1, 2011, members hired on or before September 30, 2011, shall receive a base pay increase of one (1) percent plus an annualized amount of $500 added to the base salary. The $500 will be prorated based on FTE. Effective October 1, 2012, members hired on or before September 30, 2012, shall receive a base pay increase of two (2) percent plus an annualized amount of $500 added to the base salary. The $500 will be prorated based on FTE. The last step in finalizing this agreement prior to implementation is to submit it to the Board of Regents for ratification.”

B. Remainder of agenda items were tabled until August 17th Staff Senate meeting.

VI. Motion to Adjourn

A motion to adjourn at 11:41 was made by Shana and seconded by Linda.

Next meeting, August 17, 2011, from 9:00 to 10:00 a.m. in SUB 234