

Montana State University All Staff Council Membership

Council Member Name		P= Present E = Excused Absence	A = Absent V = Vacant		
Julie Clay, Chair	P	Beverly Garrison, Chair Elect	P	Susan Andrus, Member-at-Large	P
Kim Anderson, Governance Chair	P	Nicole Divine, DEI Chair	P	Susie Beardsley, Prof. Dev. Chair	P
Molly Lammers, Special Events Chair	P	Skip Anderson, DEI	P	VACANT, DEI	P
Kristin Brill, Governance	P	Madison Graff, Governance	E	Shawn Hudson, Prof. Development	P
Melissa Turney, Prof. Development	P	Mariah Stoppolecamp, Special Events	P	Danica Weitz, Special Events	P
Susan Andrus, ADA Advisory	P	Katy Owens, Budget Council	P	Jared Leonard, Campus Sustainability	P
McKenna Christensen, Classroom	P	Jonathan Dove, Outreach & Engage.	P	Patrick Baci, Parking Appeals	P
Monique Hill, PCSUW	P	Julie Brown, Personnel Bd, MUSSA	P	Kristin Blackler, Planning Council	P
Cori Huttinga, PAAC	P	Tara Sadera, Rec Sports & Facilities	P	Nick Child, Research Council	P
Kimberly Hilmer, Space Management	P	Stephanie Breen, TAC	P	Shawn Long, UFPB	A
Kyla McNamara, General Member	P	Tia Brown, General Member	P	John Ooley, General Member	P
				Leslie Schroeder, Program Coord.	P
Guests					
Ron Brekke					

I. Call to Order

II. Approval of 10.20.2021 meeting minutes

- a. Lammers motioned, Ooley seconded, unanimous approval

III. Public Comment

None

IV. New Business

- a. Gender Equity – *Nika Stoop, Research Resources Coordinator, Center for Faculty Excellence*
 - Focused effort to hire more women, especially in faculty
 - Employees can now donate sick leave to a maternity pool
 - Starting to measure those who identify as nonbinary
 - President’s Commission on the Status of University Women (PCSUW) wants to be inclusive on all gender issues and would like feedback: Success stories? Biggest challenges? What changes would you like to see at MSU?
 - Nika will send out a survey to MSUASC members to distribute among constituents.

- b. New Mental Health Support Certificate – *Kayte Kaminski, Assistant Dean/Director of Students, Education Dept.*
 - Suicide rates in Montana are among highest in the nation
 - Certificate program for those who want training by not necessarily a degree
 - 12 online credits (summer only), 6 credits per summer
 - Prerequisite – Bachelor’s degree
 - 30 will be accepted in first cohort
 - Cost is \$4k-5k, but MSU employees qualify for tuition waivers (6 credits per year, so only expense would be roughly \$200/semester for fees)
 - Less expensive, restrictive options are also available
 - Free training through Counseling and Psychological Services
 - Maybe Special Events Committee could offer a one-hour mental health workshop?

- c. Member Vacancies – *Kimberly Anderson, Governance Committee*
 - Gerre Maillet from Member-at-Large due to heavy workload in her new position. Susan Andrus offered to take over all responsibilities. She was confirmed by council vote: K. Anderson motioned, Divine seconded, unanimous approval with no abstentions
 - Kurt Friedemann resigned because he took a job outside MSU. Normal procedure would be to pull from unelected candidate pool, but we have exhausted that, so this position will remain unfilled until after the next election (May election, new members begin July 1).

V. **Announcements** - *Julie Clay, Chair*

- a. Can the Griz – Nov 20th
 - Internal council competition
- b. Holiday Spritzer – Dec 6, noon – 1 p.m.
 - All Staff Council members only
 - Lunch provided – RSVP by 11/29
 - Wear an ugly sweater if you have one
 - Optional ornament exchange
- c. UIT Box Migration
 - UIT coming to December meeting
 - please send questions in advance (by 12/5)
 - come to December council meeting with more questions
- d. Celebrate America – Feb 2022
 - PBS requested for help for 1/16-17, 2022 (Sunday and Monday)
 - Montana high school choirs will record live at PBS studio on campus; need volunteers to help with event
 - Meals will be served during volunteer shifts; safety protocols will be followed
 - Contact McKenna or Erica Matsuda for more information

VI. **President's Meeting Update** - *Beverly Garrison, Chair Elect*

- a. Student population grew and staff population did not – how to entice new hires (wages, existing benefits packages, culture, flex time, 0.5 and 0.75 FTE – these things are being decided by OCHE)
- b. Discussions are high level/general issues, not specific issues
- c. Ideas from council members
 - Parking – refund/prorate when an employee moves to Nopper or someplace off campus
 - Compensation for ride share? Internal campus shuttle?
 - Tuition waivers earlier than 5 years; maybe after one year?
 - Paid week off between Christmas and New Year's (facilities employees who are busy during that time could use the week off at another time) – this is an existing policy at Northwestern University
 - (emailed in) Mask adherence is waning – including building lobbies, hallways, and office spaces. Rejuvenated PR campaign to bolster participation in the mandate? Could include additional signage, video displays, electronic correspondence from President Cruzado, deans, and department heads.

VII. **Previous Business**

- a. Diversity, Equity & Inclusion Vision and Mission Statements – *Nicole Divine, DEI Chair*
 - Committee met in October to create the vision and mission statements
 - Council feedback – in the third sentence, replace the word “promotes” with “fosters”
- b. Staff Appreciation Update – *Julie Clay, Chair*
 - 1,925 Thanksgiving postcards mailed to staff today
 - Spring gift will be a biodegradable pot with a seed; four varieties available so staff can trade

- Random Acts of Appreciation gifts have been ordered (navy, gold & white scarves for fall/winter, tape measures for spring)
- c. Fall Q&A Recap – *Julie Clay, Chair*
 1. 100+ in person, and 216 online
 2. Check website for answers
 3. Lessons learned
 - Too formal; next time maybe a town hall meeting
 - Panel with more people
 - Facilities folks had questions, but because they don't have easy email access, their questions weren't submitted in advance (Foreman's meeting on Thursdays would be a good opportunity to provide information. Shawn Long goes to the Foremen's meeting. Night shift custodians. Shared computers in shops. ASC could come to Facilities. Notices can be posted on bulletin boards at work control and culinary services.)

VIII. MUSSA Information

- a. No update – meeting was occurring concurrently with ASC meeting

IX. Informational Items

- a. Low emission vehicle (LEV) discount for campus parking passes
 - 20% discount
 - You must apply for it

X. Committee Reports (emailed in)

- a. Research Council (sent in via email) – *Nick Childs*

Research council had a presentation from UIT on the *Box* transition to *OneDrive*. The terms of the *Box* file storage system changed drastically such that the costs is driving the transition to OneDrive. Important notes:

 - Any sensitive data (Names, GIDs, ...) allowed for Box are allowed for storage on OneDrive.
 - IT will move your data on Box to OneDrive for you, it is easier and preferred that UIT does this for you.
 - This transition will begin in the spring, so it would be a good time now to clean up your Box files before the transition starts.
 - If you have any questions, UIT has some links on their website to *Engage with a Transition Member*. This is the best way to get questions answered.

XI. Meeting adjourned at 10:58 a.m.

Next meeting: December 15, 2021 from 9 – 11 a.m. in SUB 168