

**Staff Senate Agenda**  
**Friday, April 1, 2016**  
**Mountain Con Room, Student Union Building**  
**9:00 – 10:00 a.m.**

- 1) Minutes of previous meeting
- 2) Senate development plan – Progress Reports
- 3) Pat on the Back; Ask the Senate text revisions; approval
- 4) Review of Senate Constitution - update
- 5) Proposed Senate Bylaw changes
- 6) Newsletter Ideas
- 7) Senate Scholarship Fund – Update on previous recipients, distributions
- 8) Review of Montana Tech Strategic Plan; Senate input
- 9) Round table

**-\*Staff Senate Meeting Minutes**  
**Friday, April 1, 2016**  
**Mountain Con Room, Student Union Building**  
**9:00 – 10:00 am**

**Present:** Peggy McCoy, Carmen Nelson, Taryn Quayle, Casey Vanatta, Kathy Stevens, Joyce O'Neill, Theresa O'Leary

**Absent:** Melissa Kump, Dan Stirling, Peggy Delaney, Angela Stillwagon, Frances Holmes, Scott Forthofer, Marilyn Patrick, Faye Wilson, Amanda Shroyer

**Agenda Items**

**1) The minutes** from the March 4, 2016 meeting were approved with the addition that Casey Vanatta was absent.

**2) Senate development plan- progress reports** Carmen sent the Chancellor's newsletters to David Nolt to link it to the Staff Senate page. She has contacted the Employee Recognition Committee and one member indicated a desire to work with Staff Senate for staff recognition. David Nolt will take individual pictures and a group picture at our next Staff Senate meeting. Chancellor Blacketter will provide pizza for the first professional development Brown Bag presentation. Kathy Stevens said the requirement for accessibility will need to be addressed when the presentations are put on the webpage. The group expressed interest in the following topics for the Brown Bag lunches; Retirement and Social Security, Learning about Investing, Accessibility training and the Read, Write, Gold application. Carmen will create a Brown Bag Professional Development schedule and give the list of new employees to Peggy D.

**3) Pat on the Back and Ask the Senate text revisions Developmental Plan** Peggy D. brought the Ask the Senate and the Pat on the Back nominations to administration and both were approved. Angela will write an intro paragraph for Pat on the Back column.

**4) Review of the Senate Constitution update**

**5) Proposed Senate Bylaw changes** Bylaws were not ratified so the Constitution will need to be rewritten and therefore there is no restriction on where members come from.

**6) Newsletter Ideas** Newsletter is done, however, the Science Fair pictures need to be added. The plan is to publish the newsletter before finals.

**7) Senate Scholarship fund** was not addressed at this meeting

**8) Review of Montana Tech Strategic Plan; Senate input** was not addressed at this meeting

**9) Round Table** Taryn asked if Staff Senate member will be willing to work with Kids College Sessions this June, July and August. Carmen will provide paper nametags on lanyards. Please give feedback on the documents listed; Constitution, Bylaws, Strategic Plan and Developmental Plan. Peggy McCoy suggested the members bring materials to her off on Thursday at 4:00 to create new staff packets.

Respectfully submitted,  
Joyce O'Neill

Secretary