

Staff Senate Meeting Minutes
Wednesday, October 26, 2016
Pintlar Room, Student Union Building
9:00 – 10:00 am

Present: Scott Forthofer, Peggy Delaney, Joyce O'Neill, Taryn Quayle, Angela Stillwagon, Kathy Stevens and Carmen Nelson

Absent: Dan Stirling, Casey Vanatta, Frances Holmes, Ronda Coguill, Peggy McCoy and Marilyn Patrick

Agenda items

1. Minutes from the October 14th meeting were read and approved.
2. Next Luncheon Learning Date/Topic -Peggy D. emailed an ad for the November 15 event. December 13th will be QPR, suicide prevention, with Joyce and Cricket. Carmen will schedule the Deferred Compensation plan and Solid Finances seminars for later dates.
3. A meeting was held regarding the Emergency Evacuation procedures with Peggy D, Taryn, Marilyn Patrick, Marilyn Cameron, Alan Christensen and Nick Hawthorne attending. In the past, phone trees were used by the Deans being responsible for enforcing participation and there is a need to get the students and faculty more involved. Concern was expressed regarding students not believing in the need for earthquake and fire drills. It was voiced that an active shooter type scenario is a more realistic training scenario. Ideas discussed included using the MyMTech app and PTC creating training videos. A second meeting will be held on 11/4 and Taryn will consolidate the notes and efforts taken.
4. Staff Senate Subcommittee creation - Amanda, Taryn and Peggy structured a Subcommittee roster based on the Development plan. The Senate reviewed and edited the list and decided that each senator needs to sign up for two committees. Peggy D. will ask all senators to give her their choices. Those not responding will be assigned to committees by the senate at its next meeting.
5. Senate Development Plan - not addressed
6. Staff Survey Questions - not addressed
7. Winter Edition Newsletter Ideas- not addressed
8. Christmas Activities/events/volunteer opportunities list -Kathy Stevens will be putting a list together and senators are asked to let her know of any events to share.
9. Meeting dates - the regularly scheduled meetings for November fall on Veterans Day and the day after Thanksgiving, both holidays. The meetings were rescheduled to Wednesday, November 9 at 9 am and December 2 at 9 am. The December 9th meeting is cancelled.

Respectfully submitted,
Joyce O'Neill
Secretary