

Staff Senate Meeting Minutes
Tuesday, October 16, 2018
Mt. Con Room, Student Union Building
9:00 a.m. – 10:00 a.m.

Present, Peggy McCoy, Casey Vanetta, Frances Holmes and Marcia Lubick

Member Elect: Denise Herman

Absent: Niki Wilcox, Marilyn Patrick, Nick Bowsher, Scott Forthofer, Kathy Stevens, Debbie Luft, Peggy Delaney.

Recently Resigned: Pam Diedrich, Jason Parish

- **Minutes of October 2, 2018** tabled to next meeting.
- **New Business:** Jason Parish has left Montana Tech and Pam Diedrich resigned from the Staff Senate. Peggy McCoy announced that Denise Herman has submitted paperwork to be a member of the Staff Senate and is ready to be sworn in.
- **Old Business:** Peggy M. has not received the list of retirees. Casey suggested that we ask Bernie Tregidga if she can pull the list as we would like to include it in the Fall Newsletter.
- **Subcommittee reports:**
 - **Ask the Senate** (Casey, Frances, Peggy M.) – No report
 - **Pat on the Back** (Frances, Casey, Marcia, Nick) – No report
- **New Employee Packets** (Frances, Marcia, Peggy M., Nick) – The report that is pulled needs to indicate the date of hire so the committee knows when to present the 6-month coffee cups. Casey V. will check on getting dates on the reports.
- **Program Prioritization Committee** – Peggy M. – A Special meeting was called when Chancellor Blacketter submitted the notice of his upcoming retirement. The committee discussed postponing decisions but decided it is in the best interest of the institution to continue.

Academic Deans presented the Matrix of recommended cuts of faculty and classes.

Next, All Non-Academic Departments will be filling out a matrix to learn where we are being efficient and where changes can be made to enhance campus operations. The Committee has been charged to find \$1,000,000. In savings. The Campus is currently \$500,000. In the hole and we need to find another \$500,000. to provide funding for future growth.

- **Luncheon Learning Update** – (Niki, Debbie, Peggy D.): **November Luncheon and Learn** – Peggy M. has asked the Deans and Vice Chancellor of Non-Academic Departments to present on the Program Prioritization Committee’s work at the November lunch. Staff need to know what the plan will be as it is looking more likely that cuts will be made. If cuts are made in the Academic Departments, there will be a direct impact on the Non-Academic Departments. Academic Deans have already made a presentation to the Faculty Senate.
- **Financial Report** – Peggy M. - **Lunch and Learn Budget:** Beginning Budget \$1000.00, September Lunch cost \$177.50, remaining Lunch and Learn Budget \$822.50.
- **Scholarship** – In May the scholarship fund was \$152.00 after the Day One donation drive the October balance is \$133.00. Peggy looked into this and learned that a scholarship for \$137.00 was awarded. We don’t know when it was awarded or who received the scholarship. Peggy M. will look further into this and see if she can get more details for the committee.

- **Volunteer Service Award** – The subcommittee consisting of Peggy M., Casey, and Kathy will meet to start planning the details of this award for staff who volunteer around the community.

Fall Activities:

- **Clothing Drive** – Boxes have been placed in the SUB, NRB, Library, MG, HSB, Mill, at Highlands and in the Dorm. Peggy D. will send another email out to encourage donations. Donations will be delivered next week.
- **Adopt a Student** – Angel Trees are already established in several different areas of campus. Peggy M. will contact RuthAnne Shope about the Staff Senate adopting the family of a staff member who needs help for the holidays.
- **Bylaws Review (Frances, Peggy D. Marilyn, Peggy M.)** – Peggy M. will pull the Bylaws for review – even with recent loss of two members we are within our numbers set at between 7 and 15 members. We currently have 11 remaining members, plus a member elect.

Next meeting October 30, 2018, 9:00a.m. in the Mt. Con Room of the Student Union Building

Respectfully submitted,
Marcia Lubick
Secretary