

Staff Senate Minutes
Tuesday, September 4, 2018
MT. Con Room, Student Union Building

- Meeting attendance – Peggy McCoy, Peggy Delaney, Scott Forthofer, Casey Vanatta, Pam Diedrich
- Short discussion on supervisors' approval to attend meetings
- Short discussion on Rhonda needing to leave us and the need to replace her
- Subcommittee Reports
 - Ask the Senate (Casey, Frances) – Casey and Peggy McCoy decided they needed to visit about the committee and agreed to meet after this meeting
 - Financial Reports
 - Brant informed Peggy McCoy there would be no budget changes for this year and we have a budget of \$1,100.00.
 - Discussed the Day of Giving is happening on Sept 11 since we will not meet again before this happens. Decided to have the Staff Senate Scholarship included in the list of things you can choose to give to. Peggy McCoy will get ahold of Shannon to let her know of this decision.
 - Pat on the Back (Frances, Angela) – no discussion
 - Luncheon Learning Update –
 - The next Luncheon Learning is Sept 20 – Your Solution to Credit Cards.
 - Wednesday Sept 26th Luncheon Learn is Suicide Prevention.
 - New Employee (Frances, Ronda) –
 - There are many new employees and the committee is aware of this. They will do outreach to all these new employees.
 - Fall Newsletter
 - Article on the union merger – Pam Diedrich
 - Article on departmental changes across campus - Casey Vanatta and Scott Forthofer
 - IT Dept. Structure
 - Physical Plant changes
 - Dining Services changes
 - Campus Life
 - Article on Steve Gannon, Dean of Letters Sciences Prof Studies
 - Board of Regents Article – Peggy Delaney
 - Budget and Program Prioritization meeting
 - The Program Prioritization Committee (PPC) was tasked with having various departments giving presentations that answered the following questions
 - What would you accomplish with one extra person?
 - What would you accomplish with one less person?
 - What would you accomplish with a 10% increase in funds?
 - What would you accomplish with a 10% decrease in funds?
 - The committee will terminate at the end of fall semester with the tasks outlined by the visit of Chancellor Blacketter' s visits to the PPC on August 29, 2018. See the attached copy of that visit.
 - Volunteer Service Awards for April 2019 Staff Recognition – Nothing
 - Activities for Fall

- Continue the Clothing Drive for the Homeless that was done last year. This drive is done in conjunction with the Butte Mission. This event will be posted online. The wording for recipients will include a description of the intent of drive which will attempt to prevent people who are not in need of the drive from participating. The Clothing Drive will start the week after homecoming.
- Casey suggested we do a student/staff outreach like the giving tree where you help a family or individual. This would be a new activity. Maybe it should be done sometime before Christmas.
- Discussion regarding the Boot drive and ASMT
- Round table/Upgrades – nothing
- Next meeting – September 18, 2018

PROGRAM PRIORITIZATION COMMITTEE

AUGUST 29, 2018

OVERVIEW

1. Chancellor Blackketter visit with the committee.

- **Chancellor Blackketter opened his talk with two themes:** The PPC needs to move forward with the task at hand and the committee needs to assist the campus in managing some of the issues/problems the campus is facing.
- The Chancellor would like the committee to be done with its work by the end of the Fall semester.
- We can't "kick the can down the road" for another year.
- The campus needs to reduce our workforce. Tech received a 10% budget cut from the State.
- At Montana Tech, 62% of our budget goes towards instruction and 79% goes towards instruction and student services. MSU-Bozeman is more like 50% instruction and 70% instruction and student services.
- 80% of our budget is in personnel and 80% of that amount is faculty.
- The PPC process is the ultimate faculty governance exercise with the faculty and deans working together in making recommendations.
- We have designated funds that can help us temporarily with the budget. Sales & Service has \$1.8 million, IDC's have \$1.7 million, Conferences/Workshops has \$1.1 million and we have \$1.8 million in our contingency. Should these be used. If so, how? These funds are available, but using them to balance the budget is not a sustainable model.
- The committee needs to "bear down" on program analysis. What are reasonable teaching loads for faculty? What are reasonable course enrollments? What are reasonable program enrollments?
- The committee needs to make quantitative judgements on whether or not a program should exist.
- We need to schedule for student needs, not faculty needs or desires.
- What are the expectations of faculty and staff in the recruitment of students?
- The campus needs to be a different sized institution from a number of faculty perspective.

- **After the Chancellor's remarks, the committee asked the following questions and/or made the following comments:**
- The committee lacks a clear charge.
- How much does the committee need to cut?
- Are the WIRE recommendations accepted by the Chancellor & Provost? If yes, should the recommendations steer the workings of the PPC?

- The committee is set up to fail.
- Presentations have been to “protect turf.”
- The committee needs to know what is “on the table” and “off the table.”
- Students should be an important consideration.
- What should the campus look like when this process is done? The committee needs to begin with the end in mind.
- What are the objectives for the institution as a whole?
- How will metrics be applied?
- Nobody wants to talk about what needs to be cut.
- The campus needs to generate revenue through cohort recruiting additional students.
- Cuts need to be deeper than what is needed because \$’s need to be reallocated.

- **The committee’s time with the Chancellor ended with Chancellor Blackletter asking the committee the following:**
- What would the campus do with additional monies (\$100K, \$200K, \$300K, etc.)?
- How would the committee recommend that the campus cut \$500K, \$1 million, \$1.5 million, etc.?
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- What are the expectations of faculty and staff in the recruitment of students?
- The campus needs to be a different sized institution from a number of faculty perspective.

2. Committee discussion on Fall 2018 semester PPC activities: Timeline, Activities, Milestones, etc.

The discussion with the Chancellor took 1.5 hours. The committee did not get to this topic.

