

Staff Senate Meeting Minutes
Tuesday, August 6, 2019
Pintler Room, Student Union Building
9:00 a.m. – 10:00 a.m.

Present: Frances Holmes, Denise Herman, Kathy Stevens, Casey Vanetta, Debbie Luft, Kinsley Rafish, Angela Stillwagon, Tristan Sewell, Niki Wilcox, Marcia Lubick

Absent: Marilyn Patrick, Peggy McCoy

Minutes: Minutes of July 23, 2019 meeting were approved as written

New Business:

Tour for staff of the Student Success Center – There are no funds for refreshments for the tour. Frances is in the process of composing a letter to Carleen Cassidy to learn about the Staff Senate Budget. The Student Success Center and Living Learning Center tour is scheduled for August 8 beginning at noon. Scott and Jocelyn and staff will be giving the tours.

Staff Senate Committees: We'll go over the Staff Senate Committee roster at our next meeting. Be thinking about what sub-committees you want to work with.

Subcommittee reports:

- **Ask the Senate** (Casey, Frances, Peggy) – No new questions
- **Pat on the Back** (Frances, Casey, Marcia, Nick) – Donna Conrad has been nominated.

Staff Development:

- **Luncheon Learning Update:** (Debbie, Niki, Kathy)
 - **Fall 2019 –Presentation: Advanced Directives – Power of Attorney - Wills** –Date: At the request of our guest speaker the date has been changed from September 26, 2019 to September 17. Marsha Goetting from the MSU Extension Economics will be giving a one session workshop. If there is interest in another workshop on subjects covered we will look at bringing her back in the Spring. We will pay her mileage and lunch. A one sheet handout listing resources will be given to attendees.
 - **Frances will send out the campus invitation to the tour.**
- **Scholarship:** (Casey, Marilyn, Peggy M.) Nothing new.
- **New Employees:** (Frances, Marcia, Peggy, Nick) Frances has new report, Thank you Casey. Frances will review and then ask for help in delivering packets.
- **Financial Report:** (Peggy, Marilyn) Peggy M.
 - **No budget has been released yet.**
- **Events Committee:** (Kathy, Peggy M. Marilyn, Marcia, Niki, Frances)
 - **Dorm Check-in:** Jocelyn wants RAs on the floors during student check-in on August 21st. She is requesting volunteers to help downstairs with the check-in she needs volunteers from 8:30 a.m. – Noon.
 - **Campus Clean-up:** Talk to Scott about incorporating campus clean-up into Homecoming club activities.
- **Shared Governance:** (Scott, Kathy, Peggy, Debbie) –No update
- **By Laws Review:** (Frances, Peggy, Marilyn)
 - Review tabled. Frances is going to put together everyone's suggested changes make edits and send the By Laws out for review. Pay special attention to Article 5 #3. We'll

review the document and ratify after we have a chance to discuss the proposed changes to the Bylaws.

- **MUSSA:** (Peggy, Frances) - MUSSA is looking for a new Chair.
- **Staff Recognition Committee:** (Peggy, Casey, Kathy, Denise) Tabled until Frances is able to meet with Chancellor Cook.
- **Fall Newsletter – Deadline Sept 20**
 - **Various ways Staff help Students**
 - Department Highlights – Fall Newsletter
 - Career Services – Angela will write - once staff have been hired.
 - Enrollment – Kinsley will write.
 - Physical Plant – Denise will write – after new Assist. Director hired.
 - Recruitment – Debbie will write.
 - Student Success Center – Denise will take picture at the tour.
 - Article on Jocelyn Bjornstad, Coordinator of Campus Life. This will be a larger article and focus on her work at the Living Learning Center (she has a Pat on the Back in Summer newsletter).
 - Article on Food Services Policies – Peggy has put this on hold. Policies will be reviewed once Cook is on campus.
 - Email policy on campus – Casey will write.
 - Disability Services – Something about the New Emotional Support Animal Law.
 - Pat on the Back – Victoria and Donna – Marcia will write

Next meetings:

August 20, 2019 at 9:00 a.m., Mt Con Room of the Student Union Building

**Respectfully submitted,
Marcia Lubick**