

Staff Senate Meeting Minutes
Tuesday, December 15th, 2020
9am – 10:00am

Attendees:

<input type="checkbox"/> _X_Denise Herman	<input type="checkbox"/> _Kinsley Rafish	<input type="checkbox"/> _X_Kathy Stevens
<input type="checkbox"/> _X_Marcia Lubick	<input checked="" type="checkbox"/> _Sean Ryan	<input type="checkbox"/> _X_Angela Stillwagon
<input type="checkbox"/> _Debbie Luft	<input checked="" type="checkbox"/> _Tristan Sewell	<input type="checkbox"/> _Kramer Ungaretti
<input checked="" type="checkbox"/> _Peggy McCoy	<input type="checkbox"/> _Trisha Southergill	<input type="checkbox"/> _X_Casey Vanatta

Minutes Approval: October 20th, 2020 minutes and November 17th, 2020 minutes approved.

Next meeting: **Tuesday, January 12th, 2021 via Zoom**

1. Budget Report: [Peggy, Marcia](#)

- a. New table created that shows all 3 funds (Chancellor, Business Account, Scholarship)

2. Communications/Marketing: [Angela, Sean](#)

- a. Amanda Badovinac has scheduled a photographer for professional head shots 1/6/2021
- b. No group photo update to website yet
 - i. Angela is going to check with Amanda about photographer coming for head shots
 - ii. If the photographer is not able to take the group photo, hope to use the group photo in the lawn until can retake group photo in spring
 1. Group lawn photo was not acceptable website quality

3. Events Committee: [Kinsley, Tristan, Kathy, Kramer](#)

- a. New:
 - i. Scott Forthofer is offering approx. 70 succulents left from student event
 1. Available after Thanksgiving
 2. Wants to recognize and thank staff
 3. Denise will follow up with Scott
- b. Updates:
 - i. Singo: Tabled
 - ii. Staff Meet and Greet: Tabled

4. MUSSA: [Casey, Peggy](#)

- a. Next Meeting Date: 1/28/2021
- b. Meeting on 12/10/2020
 - i. Staff shared experiences of working on campuses during covid
 - ii. Morale issues were discussed
 - iii. Wage differences briefly discussed (union contracts)
- c. Campus reports
 - i. Helena is offering an online winter term of 6 weeks
 - ii. Tech is starting sooner than other campus, 1/4/2021
 1. Still searching for 2 deans
 2. Raffle earned \$3500 (Peggy reported \$1000)
 3. We have an 81% retention rate and applications for next fall have increased
 - iii. Havre gave gift cards to custodial staff to thank them for all their work during covid
 - iv. Bozeman hosted a virtual graduation
 1. Started virtual professional development following our Lunch and Learn model
 - v. Billings has hired a new Chancellor, but the Provost will be leaving after new Chancellor begins
 - vi. Great Falls discussed frustrations regarding communications about covid cases on campus

1. Would like to know if someone in office has tested positive
2. Constrained by HIPAA
- vii. UM is in the middle of layoffs
 1. Mostly administrative staff

5. New Employee: [Tristan](#), [Debbie](#), [Trisha](#)

- a. 3 new employees
- b. 1 employee with 6 months

6. Newsletter Committee: - [Angela](#), [Denise](#), [Trisha](#)

- a. Article Ideas:
 - i. Tabled until January meeting
 - ii. Please think about topics to include
 - iii. Will set article deadlines at January meeting

7. Senate Governance: [Marcia](#), [Debbie](#), [Peggy](#)

- a. If you would like to help with this committee, please contact Marcia
- b. Start thinking about April 2021 survey – questions and changes.
 - i. Committee needs to meet to draft questions for next survey
 - ii. Might consider one survey for both faculty/staff with the first question identifying in which category the survey taker falls
 - iii. Plan to set a deadline to compile results
- c. Campus survey report
 - i. Data and comments submitted to the chancellor
 - ii. Chancellor expressed frustration with the amount of time it took to give him results
 - iii. Chancellor wants future survey results by 1 month after the close of the survey
- d. Shared Governance:
 - i. Professional Development Committee Updates:
 1. LEAD will continue with the book club
 2. Working on professional development based on strengths training
 - ii. Executive Leadership Committee Update:

8. Scholarship: [Kinsley](#), [Casey](#), [Angela](#)

- a. Update: Spring 2021 application open until 12/15
- b. Only one applicant so far.
- c. Will not send out another reminder about the scholarship

9. Staff Development: [Trisha](#), [Kathy](#), [Denise](#)

Date	Presenter	Topic	Attendees	Additional links sent
1/12/21	Tara Klocker	Burn Out		
Completed				
Completed (9/22)	Kathy Stevens	Zoom Updates	17	3
Completed (10/13)	Sarah Raymond	Resume Building	9	0
Completed (11/10)	John Metesh	MBMG	17	
December	Amy Lorang	Suicide Prevention	9	

10. Ask the Senate:

- a. Question about procedures for Director performance reviews
- b. Casey will follow up with Vanessa
- c. discussed to ask a question in the 2021 Satisfaction Survey that would address this

11. Staff Recognition: [Marcia](#), [Kramer](#), [Sean](#)

a. 3 new Pat on the Backs:

i. Nicholas Smith

1. Chancellor received email praising Nicholas' work, and Chancellor passed it to Casey

ii. Nathan Quinn

iii. Reanna Lange

Round Table: