

Staff Senate Meeting Minutes
Tuesday, May 4th, 2021
9am – 10:00am (Pintler)

Attendees:

_X_Marcia Lubick
_X_Debbie Luft
_X_Kinsley Rafish
_Sean Ryan

_X_Tristan Sewell
_X_Trisha Southergill
_Kathy Stevens
_Angela Stillwagon

_X_Kramer Ungaretti
_X_Casey Vanatta

Minutes Approval:

Next meeting: **Tuesday, May 18th, 2021** (Cleanup Day)

1. Budget Report: Kramer, Marcia

- a. Updates: Trying to come up with ways to spend state money. Kramer will be checking to make sure we are allowed to do the following options.
 - i. Planning retreat w/lunch? Make a plan for the upcoming year, what do we want to focus on?, How to tie in with the strategic plan?, Possible mtn bike group meetup.
 - ii. Strengths Survey?
 - iii. Possible book club as long as we aren't doing the exact same thing as professional development book club

2. Communications/Marketing: Angela, Sean

- a. Group Photo Will be taken on: (Tabled until **summer** until we have new people)
- b. Updates:
 - i. Staff Senate Facebook page Status:

3. Events Committee: Kinsley, Tristan, Kathy, Kramer

- a. Updates:
 - i. Cleanup day on May 18th during our meeting. Possible options include McGruff Park, Park St., and/or Campus. Events committee will have plans in place by Friday, May 7.
 - ii. Meet and Greet in July/Aug.
- b. Possible idea is to do something that goes with Strategic Plan (Healthy Campus/Vibrant Ecosystem)
- c. Campus Food Pantry
- d. Student Services in response to purchasing Singo boards for students to be involved: I know Chris Van Nuland did this often but Campus Entertainment is doing twice as many programs (or more) so money is a little more tied up than in the past. When you get or start getting more details together let me know.

4. MUSSA: Casey

- a. Havre Staff senate had shelters bring in puppies as a stress relief day.
- b. Provost Gammon talked about an onboarding process for new employees so they can know everything they need to know by the end of the first week of work. Staff senate could be involved in the onboarding process
- c. Only 1 Tech employee nominated for BOR award. We need to remember next March (2022) to make sure we get more

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

- a. Updates: 2 six month employees and 2 new employees

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

- a. Summer Newsletter:
 - i. Send ideas to Angela. Send out a summer newsletter at the end of August but have newsletter prepared before school starts because everyone will be too busy to work on it towards the end of Aug.
 - ii. Protocols for upcoming year
 - iii. What Staff senate is doing to fit new strategic plan
 - iv. Pat on the backs

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

- a. Updates on Great Places to work survey:
 - i. 411 surveys sent out and 202 responses.
- b. Shared Governance:
 - i. Professional Development Committee Updates: Professional development day is happening in the Fall semester. Could be a half day or entire day.
 - ii. Executive Leadership Committee Update: New campus app rolling out soon (Maybe July). ES doing a customer service training, wants to know if any other dept. are interested.
 - iii. Strategic planning committee: working on some initiatives
 - iv. Working with Faculty Senate on Land Acknowledgement and Revised Gun Laws: no updates on land acknowledgement and discussion still ongoing about gun laws. An email was sent out about tuning into a discussion about the gun laws.

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

- a. Update application for Fall 2021: Start working on this soon. Shauna gave 7/15 as a deadline.

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

- a. Seeking suggestions for topics/presenters, Possible topic for Spring Retreat
- b. Lunch & Learns:

Date	Presenter	Topic	Attendees	Additional links sent
3/16		Accessibility Training	21	
4/13/21	Marsha Goetting	Estate Planning		
		Tough conversations		
		Ergonomics		

10. **Ask the Senate:**

- a. Updates: None

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

- a. Pat on the Back: Barbara Cass & Jackie Amaya
- b. Updates: Chancellor wants 2 awards: Peer Review and Student nominated award
 - i. Student Award (Outstanding Service Award) Updates: This award will be ASMT driven.
 - ii. Peer Award (Above & Beyond Award) Updates:
Subcommittee will be working on these awards soon to figure out when to open peer award, how long to evaluate, etc.

Misc.

- a. It was shared with Casey that a Senator feels that others are afraid to speak during meetings. Casey gave everyone the opportunity to speak on the subject. One comment was made by Kramer, that he never has felt that way personally. Some nodded in agreement.
- b. Casey stated that the Staff Senate is a safe environment. That everyone needs to be responsible for their own feelings and speaking their opinion. Sometimes disagreements will happen, that is why we have a committee.
- c. Casey brought up that being afraid to speak is a serious allegation. If someone truly feels that way, they need to address it properly. The Staff Senate have an "Ask the Senate" webpage to anonymously bring up things or they can discuss it with the President.
- d. Most importantly, we want Staff to join our Senate. If they hear negative things stated, it would deter them from joining us.

Our Mission:

As Montana's Special Focus Institution, Montana Technological University provides a transformative student experience by developing leaders and advancing science and technology, with the purpose of benefiting humanity while meeting the changing needs of society.

Our Vision:

To be the institution of opportunity and innovation.

Our Values:

1. Students are the reason we exist. They are at the heart of all we do and our commitment to providing them a transformational experience is unparalleled.
2. Diversity, respect, and inclusion are part of who we are. People are our most important commodity and we are steadfast in providing a fair and equitable community where all are valued.
3. We are "Determined Doers." Through collaboration, resolve and fierce determination we value getting things done.
4. Hands-on, applied, and experiential learning is in our DNA; it's what we're about! We provide a supportive and dynamic environment to ensure this is evident in all we do.
5. Innovation, creativity and forward-thinking are integral to who we are. We strive to create an environment where all will flourish.
6. We are one community devoted to excellence.

Our Goals:

1. Student Success
2. Programs of Distinction
3. A Healthy and Vibrant Campus Ecosystem