

Staff Senate Retreat Meeting Minutes January 26, 2022

URC Poore Room 9-1

Present: Kinsley Rafish, Debbie, Luft, Kathy Stevens, Marcia Lubick, Jenna Snow, Sari Nicholls, Cassandra Welsh, Jeremiah Strand, Nathan McQuinn, Casey Vanatta – Mike Haldane said Hello

Kinsley had met with Chancellor Cook who wanted a focus on the strategic plan. Our focus will be on #3 in the Strategic Plan – Promote a Healthy & Vibrant Ecosystem.

The retreat started off with an in-depth discussion of the Staff Senate ByLaws. As each article was discussed, senators put forward their comments and concerns. A revised document will be circulated among the staff senate for additional comments for revision and or approval.

For a team building exercise to get to know one another better, we played a game of Jeopardy based on characteristics we assigned to our initials.

Pat on the Back – a discussion was given for ways to increase participation for this activity:

Visit a different department each month to introduce the staff senate members, get ideas about what they need, would they like to nominate someone in their department with a Pat on the Back? Perhaps bring donuts? At our next meeting, Feb. 1, we will decide setting up meetings with departments.

Weekly Update – everyone agreed that the Weekly Update has become very lengthy to read. The campus has been encouraged not to use email to announce items, so this list has become long and few on the Staff Senate take the time to read it.

Newsletter – The discussion on the length of the Weekly Update led to revisiting our Staff Senate Newsletter difficult to produce. Following are some of the comments:

No one has time to manage – it took a lot of time

Sometimes it was hard to get the articles on time

Bring back – make smaller – perhaps just one page

Use fliers on bulletin boards or in mail boxes

Ask departments how they would like to receive communication

Share with department heads

Staff Senate email list

Staff Senate Forum/Meet and Greet

Hold in March? Use ZOOM and in person

Will prioritize at our next meeting on February 1, 2022

Timing – later in a regular day about 3-4? What about the physical plant workers who leave early and non-office people?

Events hosted by Staff Senate

1. Meet and Greet

Off campus – not many attended – some criticized it being off campus

On campus – a few attended

Casual and could be used to raise money but advertise and market for that purpose

2. Christmas Stroll

Stuffing party was fun

Not as many participants as we thought came – cocoa packets left over – some put in mailboxes

Work with ASMT early on – confusion on the Build a Bear activity – just students? Include others?

Have a banner to advertise location better – can we choose our own location?

Can we include a professional development activity?

Focus on thanking staff

We do have our own Christmas decorations now

3. Corn Hole

The KC has been very generous and has donated money

We received quite a few donations

Is the space too confined?

Not as big a turn out as before covid

More emphasis on family friendly

Timing – beginning or end of semester/year? Winter or warm and outside?

Raffle was very successful – could we have the raffle in the fall and corn hole in spring?

More advertising

Build fund up to an endowment

Deposited \$1,526.00 – includes \$300 from the KC

Events on Campus

1. Campus clean up
2. Late Night Bites
3. Fall Commencement

Suggestions –

Mid April – Staff Appreciation Week

Wednesday – luncheon on campus – barbecue?

Thursday – staff luncheon at Highlands

Friday – fundraiser – corn hole - \$10 buy-in

Provide some gift/award to staff

After work tailgate

Monthly check in with Dr. Cook - Dr. Cook would like a monthly check-in with staff senate

Kinsley had sign up sheet for a few members to go with her to this monthly meeting

Dr. Cook would like to see our gifts of Tech mugs at staff's 6 months updated

New ideas for awards are welcomed

Suggestion – Montana Tech gift card or customized T-shirt

Next meeting will be February 1.