

MONTANA

TECHNOLOGICAL UNIVERSITY

STAFF SENATE

Meeting Held: October 4 2023/ 9:00 AM to 11:00 AM Mill Building, Chancellor's Room 201

Next Meeting: November 1, 2023/ 9:00 AM to 11:00 AM Mill Building, Chancellor's Room 201

Attendees

President: Vacant , **Vice President:** Jenna Snow , **Treasurer:** Marcia Lubick ,

Secretary: Casandra Welsh

Senators: EX-Katie Bigbee , UNEX Natasha Chadwell , Kat Fitzgerald-McCormick , Ryan Hessler

Ginnie LaMere EX-Debbie Luft

Agenda

New Business

1. President Vacancy

- Kinsley resigned from the President's position
- Motion to suspend By-Laws to nominate via Teams/video conference
- Jenna Snow announced that she will run for President

2. Budget Report: Marcia

- State Fund- \$862.25
- Chancellor's Fund- \$2300.00
- Staff Senate Fund/Foundation \$10,927.27

3. Pam Hogart Memorial Fund:

- Day One 9/7/23
Shannon Panisko will provide Day 1 Donations
- Thank You Cards
Jenna would like to send thank you cards to the donors

4. Communications/Marketing

- Staff Senate Bios/Headshots

5. Events

- "Harvest Hurrah" October 25th 3:30-5:00 PM in the Copper Lounge-SUB. Les has asked that all Staff Senate members be in attendance
Get together and enjoy caramel apples/fall treats
Celebrate Faculty tenure/new employees
Reach out to Lisa Sullivan and Amanda Badovinac for flyers and calendar invites

- Christmas Stroll
 - December 1st- Popcorn and Ugly Sweater Contest
 - Discussed donation to Faculty Senate for participation
 - SINGO with \$5.00 gift cards
 - All hands-on deck**
 - Mentor with a Senator
 - 4/25 new hires participated on 9/28
 - 2- 6 months recognitions
 - Pat on the Back
 - 4 were submitted
 - Bowling for Kids Sake (Big Brothers and Sisters)
 - November 11th @ 5 PM to 7:30 PM- Theme-Barbie
6. **Senate Governance:**
- Bylaws
 - Business for the Regroup Session
7. **Ask the Senate:** Nothing
8. **Staff Recognition:**
- Thanks Marcia for handing out the 6-month staff recognition gifts!!
- Printing will be setup in the Mail Center for our printing needs for our Staff Recognition items
9. **Report Outs:**
- Leadership Team
 - Students reported a significant need for mental health support feeling disconnected and communication is playing a big role in the outcome
 - Professional Development- nothing
 - Faculty Senate Updates- nothing
 - ASMT Updates- nothing
 - MUSSA Updates
 - Focusing on what concerns/changes to bring to BOR this year
 - Parking
 - Staff Retention
 - Open to ideas and feedback from Staff Senate representatives
 - CPR Task Force Update/Priorities
 - Reviewed findings from last year that included a note from UM President Seth Bodnar
 - Goals for the year:
 - Convert to a Standing Committee and have the Faculty/Staff Handbook updated to reflect the implementation so CPR will be a permanent fixture on campus
 - Evaluation of all administrative leadership

-Develop and implement anti-bullying in the workplace policies or improve upon any existing policies and ensure the policies are being implemented (continued)

-Create and implement a mediation program for Faculty/Staff that will provide training for employees who are interested in mediating conflict in departments. Goal is to have a person who does not have a conflict of interest between the parties in need of mediation to resolve the conflict. (Approached Staff Senate about funds once the cost is known we can discuss this further.)

-Any meetings with administrative leadership strongly advised to have Faculty or Staff Senate Leaders representation

CPR Task Force is open to anyone who is interested in joining or attending meetings. Highly encouraged to have representation on all forefronts (faculty, staff and students)

Round Table

Moodle will be converted to Canvas- Expect to have the conversion implemented by Fall of 24' to Spring of 25'

Action Items

Bowling for Kid's Sake signups

Harvest Hurrah attendance of all Staff Senators

Reach out to Lisa Sullivan and Amanda Badovinac

Reach out to Nancye regarding Christmas Stroll setup