

STAFF SENATE

Minutes

Room 123 – 10/10/2018

- Pate, Jessie/ President
- Blevins, Hayley/Vice President
- Schwen, Cari /Treasurer
- Merzlak, Traci/Secretary
- Adamek, Marika
- Adams, Julie
- Caldwell, Kim
- Colpitt, Janice
- Conard, Wyatt
- Cooper, Lori
- Crook, Michael
- Drew, Jonathan

- Eaton, Ed
- Fife, Kristine
- Fife, Tyler
- George, Mary Ann
- Gifreda, Laura
- Guerin, Bridget
- Hecht, Cherise
- Heintz, Melanie
- Jessee, Casey
- Johnson, Brenda
- Jose, Clare
- Latham, Monica
- Marston, Mike

- Miller, Candice
- Moulton, Karina
- Odermann, Rick
- Parker, Kylie
- Pung, Stephanie
- Rogers, Tony
- Steckler, Tammy
- Stergar, Christy
- Thompson, Greg
- Twardos, Mary
- Wagner, Cole

I. Call to Order

Jessie (President) called the Staff Senate meeting to order at 2:03 P.M.

II. Guest speaker – Sandra Bauman

Sandy presented her proposed plan for Support Services Redesign with the intent to answer questions and receive input and suggestions as the plan starts to move forward. The plan's intent is to increase shared services, better use of resources and eliminate duplication of resources from multiple areas. This power point is saved in the Staff Senate folder for reference.

Several ideas suggested for consideration:

- Use of the Brown House for space
- Re-Branding of the name of the new areas to avoid confusion
- Timeframe of the rollout is a concern as well as how it coincides with the SEP project.
- Review Non-Helena College programs to determine feasibility and space they are utilizing. This may assist with planning of this project.

III. Review of Minutes

September minutes tabled for next meeting.

IV. Treasurer's Report

Nothing to report. No changes to balance. \$0.00 spent on Kickball.

V. Old Business

- **Kickball 9/21/2018.** Was about same attendance. BBQ was not able to happen due to grill not working. Thoughts to table for next year are possibly moving to a Thursday (5:00) to increase attendance.
- **Festival of the Trees**

Mary Twardos reported the committee is meeting today to finalize the theme. They will do a tabletop tree, and possible theme of "Snowman Cowboy". An updated needs list will be sent out for staff to donate supplies.

VI. New Business

- **Dean Search survey**

Discussion was that we should move forward with a national search. Cost of the search was in question and Cari will request this figure from Russ. Jessie will work with Nathan to see where the Faculty Senate stands prior to meeting with the Commissioner.

- **Chili Cook Off**

Due to the proposed Thanksgiving Feast for campus, the plan is to move the cook off to February for a possible Super Bowl Cook off.

- **Staff Senate Strategic Plan**

Discussion around the communication tracking. Use of the SOP (Standard Operating Procedure) as a live document and improving information in this was viewed as a best option rather than re-creating or starting something new that would need to be managed and shared. Staff should update any information they had to seek out and find to alleviate future duplication of researching how to do things.

Jessie plans to submit the Strategic Plan by the deadline, requesting staff to email any input.

VII. Committee Reports

- SEP-Cari –Visits from SEP Team were delayed until next week.

VIII. Adjournment

Meeting Adjourned at 2:58 pm.