

STAFF SENATE

Minutes

Room 207 – 12/10/2019

-
- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Pate, Jessie/ President
<input checked="" type="checkbox"/> Latham, Monica /Vice President
<input checked="" type="checkbox"/> Schwen, Cari /Treasurer
<input checked="" type="checkbox"/> Mary Twardos /Secretary
<input checked="" type="checkbox"/> Adamek, Marika
<input checked="" type="checkbox"/> Adams, Julie
<input type="checkbox"/> Ball, Delouis
<input type="checkbox"/> Caldwell, Kim
<input type="checkbox"/> Colpitt, Janice
<input type="checkbox"/> Crook, Michael
<input checked="" type="checkbox"/> Ebert, Anna
<input checked="" type="checkbox"/> Emmart, Amber
<input type="checkbox"/> Fife, Kristine | <input type="checkbox"/> Fife, Tyler
<input checked="" type="checkbox"/> George, Mary Ann
<input type="checkbox"/> Gifreda, Laura
<input checked="" type="checkbox"/> Guerin, Bridget
<input type="checkbox"/> Hanson, Parker
<input type="checkbox"/> Hecht, Tarun
<input checked="" type="checkbox"/> Heinitz, Melanie
<input type="checkbox"/> Howard, Beau
<input checked="" type="checkbox"/> Johnson, Brenda
<input checked="" type="checkbox"/> King, Angela
<input type="checkbox"/> Marston, Mike
<input checked="" type="checkbox"/> Miller, Candice
<input checked="" type="checkbox"/> Mortimore, Kathy | <input checked="" type="checkbox"/> Moulton, Karina
<input checked="" type="checkbox"/> Mousel, Melissa
<input type="checkbox"/> Nelson, Jeff
<input type="checkbox"/> Odermann, Rick
<input type="checkbox"/> Payne, Paige
<input type="checkbox"/> Rogers, Tony
<input type="checkbox"/> Scholl, Kyle
<input type="checkbox"/> Steckler, Tammy
<input type="checkbox"/> Stergar, Christy
<input type="checkbox"/> Thompson, Greg
<input type="checkbox"/> Wagner, Cole
<input type="checkbox"/> Wagenhals, Walt
<input type="checkbox"/> Zigan, Amanda |
|---|---|--|
-

I. Call to Order

Jessie (President) called the Staff Senate meeting to order at 9:30 A.M.

II. Review of Minutes

Motion to approve the November minutes, approval was unanimous.

III. Treasurer's Report

Cari reported \$449.70 balance. (Note \$300 dog-eared for MUSSA trip to Havre in May 2020)

IV. Old Business

Festival of Trees – Bridget dropped off tree.

Door Decorating – 3rd Annual, 15 doors decorated, voting area up in Don Bookstore & AP Bookstore.

Cookie Exchange – 3rd Annual, 19 signed up, Tuesday December 17th @ 11am, Student Center

Employee Spotlight – To be planned over break, Jessie and Cari.

V. New Business

White Elephant – 12/10 @ 9:30am, during meeting enjoy a breakfast potluck and White Elephant capped at \$5.

Procurement Cards – Cari clarified some of the miscommunications from the article and reiterated Procard policy, specifically that there is a process for dealing with accidental charges and card number theft; reassuring employees that charges of that nature will not get them in trouble as long as they are honest and work with me to get it fixed in a timely manner.

VI. Committee Updates:

Diversity – Jessie

Committee has decided to host two People's Supper events and the panel about the Little Shell tribe in the Spring Semester.

QWL – Mary Ann

Employee Appreciation Luncheon is Monday December 16.

- Basket Bonanza. Please display baskets, if possible, in your area beginning Wednesday December 11. Raffle tickets will be available for sale at the Cashier's office.
- We'll have the photo booth again this year. If you have props to share, we'd appreciate it.

Safety – Melanie & Bridget

Projects in the works:

- Updating the posted Emergency Procedures in all the classrooms and around campus.
- Assistance phone at the Airport Campus outside of the glass window by the administrative desk.
- Updating the Campus Emergency Protocol Manual.
- Regroup, the emergency alert notification is ready to activate.

MUSSA- Jessie & Monica

We need to nominate staff from our campus to MUSSA, who will then choose nominations to send forward to the Board of Regents for the Regents' Award for Excellence in University System Citizenship. Attached are the guidelines. We can nominate as many staff as we'd like. MUSSA would like to select one nomination from each campus for the BOR. The nominations from our campus need to be in by February.

IDEA-Jessie

The committee is now reviewing FY20 work plans.

Professional Development-Karina

The committee is accepting applications for spring.

VII. Additional Items

VIII. Adjournment

Meeting Adjourned at 10:24am