

STAFF SENATE

Minutes

WebEx – 05/12/2020

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| <input checked="" type="checkbox"/> Pate, Jessie/ President
<input checked="" type="checkbox"/> Latham, Monica /Vice President
<input type="checkbox"/> /Treasurer
<input type="checkbox"/> Mary Twardos /Secretary
<input checked="" type="checkbox"/> Adamek, Marika
<input checked="" type="checkbox"/> Adams, Julie
<input checked="" type="checkbox"/> Caldwell, Kim
<input type="checkbox"/> Colpitt, Janice
<input type="checkbox"/> Crook, Michael
<input checked="" type="checkbox"/> Ebert, Anna
<input type="checkbox"/> Fife, Tyler | <input type="checkbox"/> Fontaine, Virginia
<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 type="checkbox"/> Johnson, Brenda
<input checked="" type="checkbox"/> King, Angela
<input type="checkbox"/> Marston, Mike
<input type="checkbox"/> Miller, Candice | <input checked="" type="checkbox"/> Mortimore, Kathy
<input type="checkbox"/> Moulton, Karina
<input checked="" type="checkbox"/> Mousel, Melissa
<input type="checkbox"/> Nelson, Jeff
<input checked="" type="checkbox"/> Odermann, Rick
<input type="checkbox"/> Payne, Paige
<input type="checkbox"/> Rogers, Tony
<input type="checkbox"/> Steckler, Tammy
<input type="checkbox"/> Stergar, Christy
<input type="checkbox"/> Thompson, Greg
<input type="checkbox"/> Wagner, Cole
<input type="checkbox"/> Zigan, Amanda |
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I. Call to Order

Jessie (President) called the Staff Senate meeting to order at 10:04 A.M.

II. Review of Minutes

Motion to approve the Amended April minutes (Addition of Christy Stergar & Rick Odermann), Kathy 1st, Monica 2nd, unanimous approval. Melanie is substitute secretary for today's meeting.

III. Treasurer's Report

Interim Melanie reported \$680.00 FY21 Budget was approved by Budget Committee.

IV. Old Business

Joint Staff/Faculty Senate Meeting – Date and time not decided on.

Spring Graduation – Remote Celebrations: Saturday 5/9/2020 Graduates listed in IR / Billboard on Montana Ave and Poplar / Yard signs

V. New Business

Nominations for President-Elect and Treasurer – Julie Adams was nominated as President-Elect by Mary Ann and 2nd by Melanie. Melanie was nominated as Treasurer by Anna and 2nd by Mary Ann. Send in your nominations this week to the committee. The nomination committee will confirm all nominations by noon on Monday 5/18/2020. The nomination committee is as follows: Kathy, Angela & Mary Ann.

VI. Committee Updates

Diversity – Jessie

- The committee sent a survey to all students to see how they were doing after the move to online instruction. Brief results were shared in an infographic, published in the MMM and HC Campus News.

- Let me know if you are interested in the full results, including the questions and responses to open-ended questions.

QWL – Mary Ann

- The Employee Excellence Award was awarded to Melanie Heinitz on Monday, 5/4/2020.

Safety – Melanie

- John Rutherford the new Director of Facilities has joined the Safety Committee.
- HC Safety Committee is working to align Policy 100.2 (Emergency Protocol Policy) with Montana University system Safety manual.

MUSSA- Monica/Jessie

- The Commissioner selected a winner for the first Regents' Award for Excellence in University System Citizenship for Staff. Their name will be announced in the first MUSings newsletter after the May BOR meeting.
- MUSSA will not meet with the BOR in May. The group is putting together a video to send to the BOR. Monica and I will send in a few positives, pain points, accounts of staff working or celebrating, and questions/requests for the BOR.

SEP-Vacant

- Response to the pandemic has slowed the timeline for SEP and Guided Pathways. Sandy Bauman plans to email campus with an update/explanation for the delay sometime in the next few weeks.

IDEA-Jessie

- The committee began updating the indicators of achievement and appropriate targets for the Core Themes.
- The committee will request that Annual Work Plans for FY20 be completed by June 30, but will not be enforcing this new deadline until FY21.

Professional Development-Karina

- No updates.

VII. Additional Items

Dean/CEO, Laura Vosejpka – announced her resignation as Dean/CEO effective May 15, 2020. Sandra Bauman will serve as interim Dean/CEO through June 2021. The meeting with Laura this Thursday is still in effect, and a request was made to meet with Interim Dean Sandy. Jessie will request a Dean/Staff Senate meeting with Sandy.

Concern on Return – Rick noted there have been some concerns in returning to campus from staff. Jessie and Monica have created a survey for staff. Monica read many of the questions the survey contained. The survey will be adjusted with the suggestions that were voiced. The survey will be sent to all staff members.

Summer Schedules – Rotation and schedules will be determined by individual departments.

Phone security – Anna reported a safety measure all should be using if you are phoning from your personal cell or landline phone. Dialing: [star-67 406-___ - ____ “your phone number”]. This action will block your phone number from the person you are calling.



Montana University System Healthy Fall 2020 Task Force – Sandy Bauman is representing Helena College as a member of the task force. Guidelines will be forthcoming.

Airport Campus – New Helena College sign was placed on the West side of the building.

Next Meeting – Tuesday, June 9, 2020

VIII. Adjournment

Meeting Adjourned at 10:50 am