Staff Senate
Minutes
February 7, 2024 | 10:00 am | Teams

Helena College Mission: Helena College supports our diverse community by providing the paths and tools necessary to assist learners in achieving their educational and career goals.

Staff Senate Mission: Support all staff members and to enhance visibility and influence on campus and within the community.

☐ Howard, Beau /President
☐ Mousel, Melissa /Vice-Pres
☑ Adamek, Marika /Secretary
☑ Anderson, Kelsey/Treasurer
☑ Benasky, Ed
☐ Benge, Jeremy
☑ Caldwell, Kim
☐ Carr, Kylie
☐ Collins, Brad
☑ Ferro, Paige
☐ Fife, Tyler
☐ Gifreda, Laura
☐ Haikka, Tommi
☐ Hansen, Nina
☐ Kalderon, Jelena
☐ Kincheloe, Brandy
☐ Marston, Mike
☐ Miller, Candice
☐ Miller, Daniel
☒ Mortimore, Kathy
☐ Nelson, Jeff
☒ Palen, Dana
☐ Payne, Paige
☒ Pierson, Patricia
☐ Ratchford, Stephanie
☒ Reddington, Kasandra
☐ Rogers, Tony
☐ Semenza, Holly
☒ Stergar, Christy
☒ Thennis, Anna
☒ Thompson, Greg
☐ Wagner, Cole
☐ visitor

AGENDA
I. Call to Order – Beau called the meeting to order at 10:00 am

II. Review of Minutes – Melissa motioned to accept, Kelsey seconded, all approved

III. Treasurer’s Report Kelsey
   Budget:
   Petty Cash - $143.42
   Budget in UMDW - $500

IV. Old Business
   • Re-gift brunch – approximately 25 attended

V. New Business
   • QWL update – Kim Caldwell asked if Staff Senate wanted to partner with QWL for upcoming events. Beau will attend their upcoming mtg. on 2/8/2024. Possibly both groups will meet together on 3/7/2024.
   • Action: Beau will report back to Staff Senate after meeting with QWL
   • BMT appointee – Trish is our Staff Senate rep
• **MUSSA update** – Beau gave the update from MUSSA. MUSSA has a list of recommendations they will bring to the BOR.
  • Discrepancy in wages between MSU and UM
  • Remote work currently at department head discretion should be changed to case by case
  • **Action:** Please give comment using our anonymous “Questions, Thoughts & concerns” form
  • **Elections** – Nomination timeline for new officers was explained. Beau will become the Past President. Melissa becomes the President. Marika stays Secretary. A President Elect and Treasurer will need to be filled. The Staff Senate Bylaws are tagged to the top of the Staff Senate Teams file for easy reference.
    • **Action:** Nominations will be accepted up until the vote at the May 1, 2024 mtg. New officers assume duties Jun 5, 2024.

VI. Committee Reports (Attached)

VII. Additional Items –
  • Discussion re: the latest trespass order and picture circulated to front line staff.
    **Action:** Suggested having a threat level. Bring to the Dean
  • Staff encouraged to attend the active shooter training.
    **Action:** Please give date suggestions for next training.

VIII. Adjournment – meeting adjourned at 10:53 am
Next meeting – Mar. 6th, 2023 @ 10:00 via Teams
Committee Reports

Budget Management Team (BMT) – TBD

Dean’s Office – Melanie
The MMM has the most up-to-date information, please mark your calendars as you read about the different events. It is a communication tool.

Diversity & Inclusion
The committee has been put on hold since there is no longer a chair position. We are waiting to see how Sandy wants the committee to continue.

IDEA – TBD
IDEA Committee is preparing for the 7 year on-site visit. More to come.

Quality of Work Life – Kim
- From the December meeting:
- Discussions of hosting or co-hosting a spring event.
- Possible ideas for community sponsors or donations for funding
- Discussion of spring door decorating
- Collaborating with Staff Senate on the above items

MUSSA – Beau
In today’s agenda

Professional Development – Marika
- Professional Development How to Apply for Funds is available here: https://helenacollege.edu/campus_facilities/committees/ProfessionalDevelopment/default.aspx

Safety – Melissa
- If anyone needs ice cleats, please talk to Mary Twardos.
- Active Shooter Training was reported as beneficial to those that were able to attend. We are looking at hosting another active shooter training that is more conducive to schedules.
- Looking at putting more lights around the building on the Airport Campus. Estimates are being collected from electricians.
- Potential AED training hosted by the Nursing Department this spring.
- The Helena Fire Department Fire Inspector was on both campuses last week and there were no major findings.