

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.

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