In attendance: ☒ Daniel Bingham  
☒ Chad Hickox  
☒ Russ Fillner  
☒ Elizabeth Stearns-Sims  
☒ Matthew Richards  
☒ Michael Brown (via Skype)

Also in attendance: Mike Reid, University of Montana  
Summer Marston (recorder)

**HUMAN RESOURCES**

- **RECRUITMENTS**
  - Workforce Navigator – Open until filled, no applications.
  - Computer Science Instructor – Open until filled, a few qualified applications received.

**SHARED SERVICES INITIATIVE**

Mike Reid from UM gave a little background about this initiative. He and Terry Leist (his counterpart at MSU) have weekly phone calls to discuss similar issues, etc., and have found a lot of value in this collaboration. They have discussed this with Tyler Trevor and Chuck Jensen at OCHE to share the expertise throughout the system. Looking at three components:

1. Primary focus to facilitate collaboration across the system, primarily in back-office functions. Competing there just costs everyone money. Need to find where the expertise is across the MUS.
2. Joint efforts and partnerships also a focus. Purchasing paper, computers, etc. ACA.
3. Consolidation and centralization – all the work flowing into one place. Not to have OCHE tell everyone what to do, but to find the expertise and refer to that person across the state and hire more customer service who can contact that person. May need the expertise, but only need that expertise once a month or so.

Mike Reid stressed that this list is not inclusive, but the result of brainstorming. He and Terry would like it to be campus-driven (across all MUS campuses) and supported by OCHE. Leadership discussed some concerns. MUS doesn’t often function as a system, playing side-by-side rather than together. This might be an opportunity for creating a structure for quarterly meetings – HR, student affairs, academic articulation people, etc. Leaders would sometimes request info, the groups could discuss to help find solutions. Would require some facilitation. Policy could be formed by the experts across the state, listservs could be utilized to help cross-train throughout the system. Concern that the ‘expert’ in the state may not have the time to be the expert. There are also some very large differences between 2-yr and 4-yr, expertise may not relate to both. Two year colleges have regional responsibility that is different from university global responsibility. The pecking order causes a great deal of anxiety. Trying to find the sweet spot. Determine the hot button issues. Communication is very important to avoid creating more problems. Must work to avoid turning things into a ‘mother, may I’ situation. Rather than sending directives top down, suggesting topics for discussion. Create the venue for the discussion. There are some historic trust issues. Need to determine the organizational structure of the system. People need to feel a part of the process, will get better ideas. Ensure processes are benefitting students. Don’t have to recreate the wheel. Needs to be driven and the pace and the direction that the campuses want to go. Rather than just trying to meet public appearance expectations, explain why things are the way they are.
CONVOCATION PLENARY SPEAKER/WORKSHOP FACILITATOR

Some changes, have ED of NACADA to work with faculty and staff advisors. NACADA waiving the $750, only $250 cost. Chad and E have asked him to focus on assessing advising. With travel,

The following agenda items will be discussed at a followup Leadership meeting on Monday 6/27/2016:

- TURNOVER RATE
- SPRING EOT DASHBOARD
- RETIREES AND RETAINING EMAIL ADDRESSES
- IS COUNSELING MOVING UPSTAIRS?
- LEADERSHIP RETREAT
- MONTANA JOBS FOR MONTANA YOUTH
- ABE UPDATE
- PROFESSIONAL DEVELOPMENT (ON-CAMPUS)
- ACCREDITATION SELF STUDY UPDATE
- POLICIES
  - 400.1 Conflict of Interest
  - 800.1 Policy Governing Situations in Absence of College Policy
- OLD BUSINESS
  - Summer will send out Word versions for those that need edited. Complete policy review by July 7.
  - Dean Bingham/Russ will instruct Matt to draw up some final plans for Lightboard and update blueprint to share with Leadership so they can take it to their areas.
  - Leadership bring topics/breakout sessions (doesn’t have to be trainings) to bring to next leadership meeting, ideas for plenary speakers.
  - Elizabeth will get specs for deck in 119 to Russ who will get catalogs. Russ will have Cari pull invoice from last year’s desks to help get a desk for Barb.