STAFF SENATE
Meeting Notes
Donaldson Campus, Room 002– February 12, 2015

In attendance:  Julie Adams  Joanne Johnson
Karin Ball  Karina Moulton
Wesley Feist  Jessie Pate
Maryann George  Mary Twardos

→ Call to Order
Mary Ann George called the Staff Senate meeting to order at 3:00pm on Thursday, February 12, 2015, Donaldson Campus Room 002.

→ Review of Minutes
Mary Ann requested everyone review the minutes from January 8, 2015. Karin Ball made a motion to accept the minutes, Jessie Pate seconded the motion. The motion passed unanimously.

→ Treasurer’s Report
→ Budget for FY16. Same as FY15
→ Requested $800 budget. Keeps us allocated even with budget cuts.

→ Old Business
→ By-laws: Ryan amended. A vote to accept amendments is required. Not enough attendees at today’s Staff Senate meeting. An email ballot will be sent to Staff for amendment approval, and then submitted to Dean Bingham for final review.
→ Campus Satisfaction Survey: Delegated to Mike Brown & Kim Worthy. Tentative disbursement is March 2015. **Please respectfully participate shared results target positive change.
→ Campus Birthday/celebration Fund: Summer Marston collecting $5.00 per person, to start end of February 2015.
→ Institutional Advancement Scholarship: Table discussion for next meeting, Ryan needed to answer Institutional Development, Helena Scholarship Fund questions. If donating the Trico account is approved Joanne & MaryAnn feel Staff Senate should receive acknowledgment of donation. Joanne feels Staff Senate should continue fund raisers to bring money to Helena College scholarship foundation. MaryAnn agreed community support important as well as campus community aspect of Staff Senate meetings.
→ Spring Semester Programs: March: Emotional Labor talk-MaryAnn George, April: Staff Senate nominations, May: Staff Senate Elections

→ Committee Reports
→ Diversity Committee:
  → Scheduled Movie screening: Snow Falling On Cedars – Tuesday, 2/24 5:15 – 7:15pm, Tuesday, 2/24 1st half 12:30-1:30pm, Wednesday, 2/25 2nd half 1-2pm.
→ Safety Committee:
  → Discussion of speed bumps installation, Donaldson Campus, South side road neighboring Helena High football field. Discussion of campuses lockdown procedures
implementation. Inquiries as to where to locate the safety cards. Continue Ed does not have.

→ **Budget Committee**
  - $200,000.00 over budget, all departments reexamining

→ **QWL**
  - Ski trip to Great Divide had a small turn out

→ **IT**
  - Discussing sending a staff survey

→ **New Business**
  → President Royce Engstrom’s campus visit, March 26, 2015. Staff Senate should prepare an agenda for their schedule time, showcasing innovative practices or processes for programs or groups meet with staff, discuss departments/campus.
  → Wellness Programs: keep involved, worth while
  → Summary of All Campus Strategic Plan

→ **Other Business**
  → MUSSA is working on two reports to the BOR. One is about Professional Development funding and opportunities in the university System. 2nd report about providing a user guide to classified staff. Maryann planning on presenting these reports at the May BOR meeting. MaryAnn is working with Therese & Kim regarding our campus.

→ **Adjournment**
  Mary Ann called the Staff Senate meeting adjournment at 3:00 pm. Karen made a motion to accept, Karina seconded the motion.