Welcome from your Staff Senate President

While it is easy to focus on the start of another school year, I’d first like to highlight a few of many staff accomplishments this summer. For example, University Dining serves many visiting groups, but one camp director shared that the Food Zoo meals were better than what Olympic athletes are served at training centers! I commend the School of Extended and Lifelong Learning conference management team who organized numerous conferences, bringing thousands of people from across the globe to our campus. Also, I cannot forget the excellent efforts of our Special Events Team and police officers who made the Paul McCartney concert safe and successful!

I could go on, but the point is that, when individuals are committed to their work, we can accomplish some pretty amazing things. That being said, give your coworkers a smile and thanks for the little jobs done well, or nominate them for a Staff Senate Kudos Award. I wish you the best in this coming year, and please do not hesitate to reach out to a Staff Senator, as we are your voice, and we are here to help!

Best,
Maggie Linder, FY15 Staff Senate President

Ask the Expert

We asked Kay Altenhofen, Interim Director, Environmental Health and Risk Management,

“What are the most important elements to consider when creating an ergonomic workstation?”

“Recently, there has been an increased interest on campus in the use of alternative workstations. The bottom line is to set up your workstation with an adjustable chair and a keyboard with correct ergonomic posture, and every 20 to 30 minutes get up and MOVE. Movement is important for circulation, and movement is FREE! Get up to make copies, go to the water fountain, take the stairs; build it into your everyday routine.”

Altenhofen remarked that many alternative workstations, such as treadmill and bicycle desks and some sit-stand setups, can be costly and ineffective, but pictured to the left are three workstations that were inexpensive to make adjustable and can be effective if used consistently and with proper posture and alignment.

For more information about ergonomics on campus visit Environmental Health and Risk Management’s website or contact kay.altenhofen@mso.umt.edu for an ergonomic evaluation.
Kudos to UM Staff!

Fellow staff members, faculty, administrators, and students can nominate UM classified staff members for Staff Senate Kudos Awards! Recognize someone’s outstanding work contributions and give them the pat on the back they deserve! Check out the Staff Senate website to recognize an exceptional employee. Pictured here are the three most recent winners and excerpts from their nominations.

**Diane Rapp, Administrative Associate, History**

was nominated by a student who wrote, “Diane goes above and beyond her duties to make sure all students’ needs have been met. She always greets with a smile. She makes you feel you’re the most important person in the world. She is truly a gem and is one of the reasons I will miss being on campus after I graduate.”

**Ken Price, Neal Weigert, Shauna Layton and the whole Printing & Graphics crew**

“have been absolute rock stars over the past academic year! I have thrown a lot of requests at them, often on short deadline, and they handle each and every one of them with confidence, professionalism and creativity.”

**Ruth Williams, Administrative Associate in Business Services**

“has a kind, compassionate way of working with students. She is never unfriendly or harsh...an exceptional characteristic for someone who works daily with students concerning their financial accounts.”

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**Take a Chance on the Staff Senate Homecoming Raffle!**

The Staff Senate will be holding a raffle with a multitude of prizes during the weeks leading up to Homecoming (September 27). Buy your raffle tickets from Staff Senators, or watch for sales tables across campus. You may be the winner of tickets to the Homecoming Game, gift certificates to the Missoula Food Co-op or Finn & Porter, Griz hoodies, or one of the many other fabulous prizes!

Upcoming Staff Senate fundraising activities include a 50/50 raffle on November 4 at the **Cheers to Charity** event at Draught Works Brewery and a **Coffee Sale** during the holidays. Funds raised by the Staff Senate are used for social events, scholarships, and professional development.

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**Skill Development Workshops for Staff**

Human Resource Services is sponsoring many workshops this fall including two new ones:

- **“Project Management: Not Just for Project Managers Anymore”** will focus on skills and tools for managing successful department projects.
- **“How to Use Social Media to Promote What You’re Doing”** will feature using social media to promote your college, school, department or group. The class will focus on Facebook, Twitter and Instagram.

These trainings were scheduled based on staff requests. HRS wants to offer a Training & Development Program as varied and as informative as possible, so help them by submitting your ideas. If you don’t see a training or resource that should be listed on the Training and Development website, please contact Cindy Boies. Check out other **Featured Training** workshop opportunities on the website.
Ten Spoon Winery Staff Mixer
Thursday, September 4
5:30 p.m.
4175 Rattlesnake Dr.
Relax and celebrate the start of a new semester with live music, outdoor seating and prize drawings. Bring your friends and family. Wine will be available for purchase. Take a look at the Ten Spoon Winery website for more TenSpoon wine information. Free Biga Pizza and hors d’oeuvres at 6:00 p.m.

UM Dining Garden Tour and Talk
Thursday, September 11
12:10-1:00 p.m.
Meet at the garden behind the Lommasson Center
Mint-cucumber water and garden veggies provided by Staff Senate
Natasha Hegmann from UM Dining will give staff a tour of the award-winning campus garden... please bring your co-workers and your lunches. Read more about the UM Dining Garden.

Free Class at TITLE Boxing Club
Tuesday, October 14
6:30-7:30 p.m.
1200 W. Kent Ave.
TITLE Boxing Club invites UM staff members and their guests for a free Power Hour (no-contact) class! People of all fitness levels are welcome to participate and go at their own pace. Boxing gloves will be provided. Come get your sweat on!
TITLE Boxing Club website
TITLE Boxing Club Facebook page
RSVP, if you plan to attend to staffsenate@mso.umt.edu or 243-5422.

More Upcoming Events Sponsored by Staff Senate

- **November:** *Can the Cats* Last year we raised almost 1,000 pounds of nonperishable food and $200 in cash donations for the Missoula Food Bank.
- **December:** *UM Caroling Ensemble* Join us in spreading holiday cheer at venues such as assisted living/retirement homes, in the Parade of Lights, and at the annual Cookie Cook-Off.
- **January:** *Staff Appreciation Basketball Games* January 8 (Lady Griz) and January 17 (Griz) Free admission for staff and families!

Watch for more information on the Staff Senate website and Facebook page!
Staff Senate Survey on Student Success

Thank you to the 160+ UM classified staff members who responded to the **Staff Senate Survey on Student Success**. The responses will provide guidance to the Staff Senate and University as we work together to help our students succeed. Here are the four most common answers received for each of the questions asked.

**How would you define student success?**

1) Student completes school (earns a degree/graduates)
2) Student has a rewarding college experience (pursues their passions/achieves their goals)
3) Student finds employment
4) Student grows as a thinker/learner/citizen/individual

**Please tell us about the things you do at the University that positively impact student success.**

1) Advise and connect students to educational resources
2) Advise, motivate, encourage, listen. to help develop personal skills
3) Provide work or volunteer opportunities
4) Provide quality customer service

**From your perspective, what are some of the obstacles to success faced by students attending the University of Montana?**

1) Poor advising; lack of mentors; lack of goal-setting
2) Cost/Debt
3) Communication with students and among staff/faculty/departments
4) Ineffective and disengaged faculty and/or staff

**In your opinion, what things should the university be focusing on to impact student success?**

1) Build a culture of “putting the students first”
2) Improve advising, mentoring, tutoring, accessibility
3) Help students gain work-related knowledge and skills
4) Encourage student to challenge themselves, become engaged on campus, and find a calling

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**Purchase a University of Montana STAFF Polo Shirt!**

Men’s and Women’s styles. Moisture-wicking 100% snag-resistant polyester. Order your shirt by sending a check to Staff Senate (PP135F) via campus mail with a [Polo Shirt Order Form](#). Or place a credit card order on the [Staff Senate website](#). The deadline for ordering is Thursday, August 28, if you want your shirt by Homecoming.

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**Homecoming Front Desk Decorating Contest**

Show your department’s Griz Spirit by getting creative and decorating your front desk with your take on the 2014 theme: **Montana is Griz Territory**, celebrating the 150th anniversary of the creation of Montana Territory. To enter, you must register a contact name, UM department, building, and room number with the UM Alumni Association. Call 243-5211, stop by UM Alumni Relations in Brantly Hall or go online to the [Alumni Association website](#) prior to Wednesday, September 24, to register. All participating departments will receive a Griz décor bag to get the decorating started! Note: only one desk per department will be judged, so make it a group effort! Judging will take place on the afternoon of **September 24**. Prizes this year will be donuts from Treasure State Donuts. [Full schedule of homecoming events](#).