Committee Reports for November 2016 Staff Senate

SS Executive Officers Committee
Report Submitted by: Judy Wellert
Date of Meeting: 10/25/2016
Presiding Chair: Jennifer Zellmer-Cuaresma
Attendees: Andi Armstrong, Maria Mangold, Gloria Phillip, Jennifer Zellmer-Cuaresma, Judy Wellert, David Crowley, Caitlin Sager

Brief Summary of Committee discussion and actions:
Caitlin reported that CVC is planning fewer social events this year but will try to hold popular ones. They are working on a Stories and Stars event at the Native American Center for November 17. The XO committee approved a budget not to exceed $520 for this event. Judy mentioned the committee should plan a fundraiser at some point this year to replenish their fund. David said the Bylaws Committee will discuss the various ways to reword the Mission Statement from the SS Bylaws and present options to the Staff Senate for discussion and approval. They will also make motions to change the MUSSA responsibility of the SS President.

The topic of Program Prioritization has been discussed by administration and seems to be a method they will be using within a year or two. Concern was expressed that teamwork and collaboration are not rewarded, but those efforts are very necessary recognizing budget constraints. Some staff may be concerned that their work load will increase requiring them to learn more skills. On the other hand, some staff jobs may narrow as they use their specialty to help several departments on a single task.

As schedules allow, Senators should plan to attend the Board of Regents meeting in Missoula on November 16-18 to learn what the meetings are like. The agenda will be posted on https://proxy.qualtrics.com/proxy/?url=http%3A%2F%2Fwww.mus.edu%2Fboard%2Fmeetings%2Fagendas-and-minutes.asp&token=fyqaCeBU%2FCKHJtEuWiu7%2FukosWb4dQY3tTGaCAgWBvs%3D.

One sentence for Staff Senators regarding Committee's actions and/or concerns:
Please plan to volunteer for or attend the November 17 Stories and Stars event, and fit part of the Board of Regents meeting into your schedule, if you can.

Meeting of Staff Senate Leadership and Cabinet
Wednesday, October 19 | 8:00-9:00 a.m. | UH 004
Report Submitted by Andi Armstrong

• UM Minute (All)
  • DeBoer—Dracula Opens tonight
  • Wellert—Matt and Scott agreed to be filmed for Can the Cats
  • Phillip—Pianissimo was great and received a standing ovation
  • Crady—Recruitment is going well

• Committee Process (Judy)
  • Zellmer-Cuaresma—if you need to fill a committee position on a committee, contact the chairperson and the cabinet member who oversees that committee
  • Cabinet members can identify ad hoc committees and those that can be eliminated
  • Wellert—There should be a reporting process
    o Zellmer-Cuaresma—Staff Senate files annual reports
  • France—It depends on the committee how often they report
• Budget Reductions (Gloria)
  - Phillip—Reid said if enrollment did not increase, there will be a reduction in personnel and services. How will we function? How will you measure the reductions?
    - Reid—Cost savings must come from personnel. There are other institutions that don’t have a fraction of the programs and services that we offer.
    - Crady—We’re starting from ground zero in Enrollment.
    - Mangold—Will we be facing more layoffs?
    - Reid—We didn’t really do layoffs—only 20 positions were lost.
      - We should look at a shared services model.
      - The pinch point is with managers.
      - Maybe someone from MSU can educate us about the model.
    - Whittenburg—Could we survey who’s nearing retirement?
    - Mangold—Should this be planned in the University Planning Committee?
      - Reid—I’ll visit with Beverly about getting it going.

• MUSSA Survey (Maria)
  - Mangold—We compiled a list of past surveys across the state.
  - Riley—Is the identity data necessary?

• Campus Sick Leave – Update (Mike)
  - Reid—I have not talked to HRS.
  - France—We should get written permission from people before publishing their names.
  - Whittenburg—Can we contact people who have excess leave and ask them if they’d like to donate?

• Advising – evaluating advising on campus (Jen)
  - Zellmer-Cuaresma—Advising needs to be overhauled.
  - Crady—I agree.
  - DeBoer—The CBA is toothless when it comes to advising; we need to award merits to top faculty advisors.

• Open Discussion (All)
  - Short—Senator Tester will be here today.
  - Short—We issued a UM Alert and will have an after-action review.

UPCOMING MEETING:  Wednesday, November 16 – 8:00-9:00 a.m. in UH 004

Shared Governance Meeting
Report Submitted by: Judy Wellert
Date of Meeting: 10/26/2016
Presiding Chair: N/A
Attendees: John DeBoer, Sam Forstag, Maria Mangold, Mary-Ann Bowman, Camie Foos, Judy Wellert, Jennifer Zellmer-Cuaresma, Chase Greenfield

Brief Summary of Committee discussion and actions:
The next meeting has been rescheduled to 11/30.

Subject: Advising concerns
We plan to have Paul Haber, Tom Crady, and Beverly Edmond at our next meeting so we can fill them in on concerns we have about advising on campus. Workshops to train on advising are poorly attended. Many people come to "Advising Conversations" monthly meetings. Should a survey be held to seek input on student's advising problems? Should access to DegreeWorks or Banner be more widely available to faculty who serve as advisors? Cyberbear and the new UM App are in danger of being cluttered with excess information that is unnecessary to the needs of the users (like the catalog). Camie suggested that the Undergraduate Advising Center create an online method to train advisors (a version of
Advising 101. Should advising be part of the Faculty Orientation/Unit Standards?

Subject: Tuition Freeze
Discussion on the inequality of MSU and UM tuition rates and what we in shared governance might do to engage in the dialogue, including the possibility of public comment time at the November Board of Regents meeting.

Subject: Prioritizing Programs initiative
What is the timeline for this effort?

One sentence for Staff Senators regarding Committee's actions and/or concerns:
This committee of faculty, students, and staff agree that we need to make efforts to improve students' advising experience.

CVC
Report Submitted by: Caitlin Sager
Date of Meeting: 10/31/16
Presiding Chair: Caitlin Sager
Attendees: Annie Burgad, Jim Lyon, Judy Wellert, Julie Pavlish, Mark Fritch, Caitlin Sager

Brief Summary of Committee discussion and actions:
The Committee finalized plans for the upcoming Stories and Stars event on 11/17. Committee members were urged to attend one of UM's Strategic Planning sessions. Potential future fundraising was also discussed, including making future events "suggested donation" instead of free.

One sentence for Staff Senators regarding Committee's actions and/or concerns:
Please sign up for times to help with the 11/17 Stories and Stars event.

Professional Development Committee
Report Submitted by: Rozlyn Haley
Date of Meeting: 12/8/2016
Presiding Chair: Rozlyn Haley
Attendees: Jennifer Zellmer-Cuaresma, Daryl Lee, Rozlyn Haley, Carlie Magill, Ben Chiewphasa, Cheryl Minnick, Judy Wellert

Brief Summary of Committee discussion and actions:
We have decided to put together a series of workshops to support the development of leadership skills. To start this series a workshop called "Creating a Culture of Teamwork" has been planned for Thursday, Dec. 8, 2016 from 12 - 1 pm.

One sentence for Staff Senators regarding Committee's actions and/or concerns:
This committee has identified Leadership as the training focus for this year.

University Budget Committee
Report Submitted by: Gloria Phillip
Date of Meeting: October 27, 2016
Presiding Chair: Michael Reid
Attendees: Michael Reid, Tom Crady, Chris Comer, Michelle Jensen, Valerie Crepeau, Jon DeBoer, Luke Alford, David Patterson, Sam Forstag, Chase Greenfield, Tim Edwards, and Gloria Phillip.

Brief Summary of Committee discussion and actions:
Michael Reid updated the status of the 2017 budget: spending authority at $149 Million and Fall tuition revenue was "on track" at 50%. Crady gave an overview of enrollment activities. Forstag gave a "timeline" for the Strategic Plan as being after Fall semester. The committee reviewed 20 charts/graphs of data of either general funds expenditures or all funds expenditures in comparison with MSU, peer institutions and aspirational peer institutions. Reid fielded questions
about this data and it was recommended that data from Student Support services should be drilled down as well as Academic Support and Institutional Support data. Goal is to target areas to allocate for 2018-2019 and make a recommendation to the President at the end of December 2016.

One sentence for Staff Senators regarding Committee's actions and/or concerns:
The data is based on eight broad programs and it was suggested that these programs contain a listing of the indexes that are in these programs in order to get a clearer picture of the data.

University Athletic Committee
Report Submitted by: Angela Weisenburger
Date of Meeting: 9/27/2016
Presiding Chair: Annie Belcourt
Attendees: Brad Clough, Annie Belcourt, Robert Saldin, Dave Beck, Charlie Palmer, Joe Hickman, Dusten Hollist, Wilena Old Person, Kathy Frantzreb, Jean Gee, Stacey Richards and guest Sonja Stokken

Brief Summary of Committee discussion and actions:
Introduction of new members/Mission of UAC: Annie Belcourt
Annie introduced new members of UAC and welcomed them to the committee. She reminded everyone that the mission of the committee is to provide review and counsel for the Intercollegiate Athletic Program. This committee reports directly to the President. There are standing items that will need to be covered at each meeting, but if anyone has additional items they would like to discuss they can email Annie.

Grizzly Athletics Update: Jean Gee
Jean provided a fall sports update to the committee, with football, volleyball, soccer and cross country in full swing. Golf, softball and tennis are in their non-traditional seasons. Practice for winter sports is starting up soon. Everyone is off to a great start competition wise and in the classroom.

There have also been some personnel changes since the last time the committee met. Robin Selvig retired and Shannon Schweyen was hired as the new Head Coach for Women’s Basketball. Shannon recently announced her coaching staff; Sonya Stokken, Mike Petrino, Eric Hays and Jordan Sullivan as the Director of Administration. Charity Atteberry was hired as the new academic advisor for football and life skills coordinator for the department. Charity worked on campus before being hired in athletics. The soccer program has two new assistant coaches; Vijay Dias and Micaela Castain. We have a new volleyball assistant coach, Gie Tarnauskaite. New men’s basketball assistant coach was recently hired, Rach Wortham. A new graduate assistant coach for softball, Brittany Gomez, a former player and finally, Paul Reneau was hired as an assistant track coach.

Our student-athletes had another great academic report from spring 2016, achieving both our highest cumulative GPA ever, and our highest semester GPA ever. And we had an all-time low two student-athletes on probation.

Jean and Kent just returned from the Big Sky Conference fall meetings. This was the first meeting with new Commissioner, Andrea Williams. Jean reported there are some new changes to the conference, in structure, governance, etc. For the first time ever, the conference will be developing a strategic plan, which is exciting. Discussion on several topics; softball pre-determined championship site, Reno host site for the basketball tournament, etc. Overall a great meeting and excited about where things are headed.

Doug asked about the track athletes travel schedule, if it’s still going to be Tuesday to Friday of finals week? Jean said it will most likely always be this way, unfortunately. This year we will reach out to the host school and see what resources are available for proctoring tests and academic needs while on the road. It was a bit unusual this past year as well as the track academic advisor was not able to travel to assist with exams.

Athletics also recently announced the findings from an economic impact study, conducted by an outside business on the value of Grizzly Athletics to the Missoula community. The findings included; 1,384 permanent jobs, $120.8 million in annual gross sales for Missoula-area businesses and other providers of goods and services, $52.8 million in annual
earnings, including wages, benefits and earnings of the self-employed. A Missoula population increase of 1,334 people. If you’d like to see the full report, please let Stacey know.

Another exciting update this summer was the installation of a new video board and sound system in Washington-Grizzly Stadium. In addition, new turf was installed.

Sonya Stokken, Assistant Coach for Women’s Basketball:
Sonya gave a brief update on the new coaching staff and their backgrounds. Pre-season practices are going well right now, but they are looking forward to starting official practice next week. The team this year is very young, with 9 freshman on the roster. Sonya said the staff and players are looking forward to an exciting year.

Dusten Hollist, Faculty Athletic Representative:
Dusten added this was a very strong academic year for our athletes and expressed his satisfaction with our efforts on academics, athletics and community.

One sentence for Staff Senators regarding Committee's actions and/or concerns:
I was unable to personally attend this meeting due to Homecoming activities and the minutes were distributed today, in anticipation of the October meeting. I suspect this will be the trend with this committee.

University Discrimination Grievance Committee
Report Submitted by: Mara Baldwin
Date of Meeting: n\a
Presiding Chair: n\a
Attendees: n\a
Brief Summary of Committee discussion and actions:
Confidential, not allowed to discuss proceedings of committee.

Sustainability Committee
Report Submitted by: Jameel Chaudhry
Date of Meeting: 10-12-16
Presiding Chair: Steve Thompson
Attendees: Jameel Chaudhry, Eva Rocke, Steve Thompson, Jeanne Loftus, Edi Stan, Neva Hassanein, Teressa Sobeicesz

Brief Summary of Committee discussion and actions:
Discussed doing a newsletter at least 1x /semester. Discussed carbon offsets vs. how to use our limited resources for other projects. Progress on LEED-EB for the Student Rec. Center.

One sentence for Staff Senators regarding Committee's actions and/or concerns:
Committee members being asked to focus on a few issues they want to work on for the semester and be more action/goal oriented vs. just talk.

International Committee
Report Submitted by: Mika Watanabe
Date of Meeting: October 28, 2016
Presiding Chair: Nader Shooshtari, Business Management
Attendees: See the list of the International Committee members: https://proxy.qualtrics.com/proxy/?url=http%3A%2F%2Fwww.umt.edu%2Fcommittees%2Finternationalcomm.php&token=0mbJE7Cv59Tj%2Bc%2FasITsiAQQLuHw9hWyKxqgLCLe0Q%3D

Brief Summary of Committee discussion and actions:
I am submitting this report earlier as I am not able to do before the submission deadline. The International Committee is scheduled to meet tomorrow, Friday, October 28 at 9 a.m.-11 a.m. as the first meeting for Fall 2016. The meeting request for the 10/28 meeting indicates that this committee will go over its charge that is: The International Committee
consists of faculty, staff, and students who are appointed by the President and charged with promoting internationalization efforts on campus, and developing and recommending policies, procedures, and partnerships regarding internationalization of the UM community. The duties of the International Committee include review and recommendation of new and ongoing partnership agreements, review and ranking of applications for faculty long-term international activities, and review and recommendation of a recipient for the Distinguished Service to International Education Award.

One sentence for Staff Senators regarding Committee's actions and/or concerns:
I started serving on the International Committee since Fall 2015. In 2015-2016, this committee worked on reviewing applications for faculty's international activities, ongoing partnership agreements, and recommendation of the Distinguished Services to International Education Award recipient. This committee also had discussion on improving its international communication (e.g. updating the committee member list).

**Recycling Oversight Committee**
Report Submitted by: Edi Stan
Date of Meeting: October 19 2016
Presiding Chair: Vicki Watson
Attendees: Layton, Bradley; Lyon, Jim; Voss, Vickie; Stevens, Bob; Meredith Repke; Dawnelda Parker; Miranda Bishop; Tynan Conner; Vicki Watson; Edi Stan

Brief Summary of Committee discussion and actions:
Waste Audit set for Oct 26. – Casey Brandon; Recycling Coordinator report on budget, challenges & accomplishments since last meeting—Edi Stan; Overview of e-waste discussions that happened over the summer—Watson; Zero-Waste Policy statement for UM — Bradley Layton.

One sentence for Staff Senators regarding Committee's actions and/or concerns:
ROC is working towards a unified policy and action in order to align UM with zero waste initiatives at the city and other universities levels.

**University Library Committee**
Report Submitted by: Kellyn Younggren
Date of Meeting: 11/07/2016
Presiding Chair:

One sentence for Staff Senators regarding Committee's actions and/or concerns:
The ULC usually meets two days before our monthly Staff Senate meeting, so I will be unable to file a report. I will give any necessary updates at the November 9th meeting.

No reports received from these committees:

- SS Bylaws
- SS Scholarship