Committee Reports for December 2016 Staff Senate

Executive Committee
Report Submitted by: Judy Wellert
Date of Meeting: November 29, 2016
Presiding Chair: Jennifer Zellmer-Cuaresma
Attendees: Jen, Maria, Andi, Gloria, Judy, Roz

Roz reported that plans are complete for the “Creating a Culture of Teamwork” workshop on December 8. Judy will confirm the event is on the UM Calendar and in ForUM and will promote it again the week of the event. The Professional Development Committee will meet on a regular basis – on the third Tuesday at noon in UC 224. Judy will notify all committee members plus Jen, and will ask Jasmine or Gordy to promote the workshop to the Reading and Leading group. Judy will narrow the suggested Mission Statement edits to three possibilities and will send it out to the Senators before the SS meeting. We have $100 to spend on snacks for the December meeting. Judy will contact catering and arrange that. The caroling group will be performing Dec. 14-20.

Communications and Visibility
Report Submitted by: Caitlin Sager
Date of Meeting: 11/9
Presiding Chair: Caitlin Sager
Attendees: (Held after Staff Senate Meeting, so attendees match committee members present for the staff senate meeting)

Brief Summary of Committee discussion and actions:
Finalized plans for the Stories and Stars Event, which has since been held. Discussed future events and possible fundraising opportunities.

One sentence for Staff Senators regarding Committee's actions and/or concerns:
Thank you to everyone who volunteered with the Stories and Stars event!

Staff Senate Leadership with Cabinet
Submitted by: Andi Armstrong
Wednesday, November 16
UM Minute
• DeBoer—The School of Art is hosting an event where you can learn to throw a pot and have it glazed on Friday from 1-3 p.m.
• Wellert—Staff Senate has two events, Stories and Stars and Can the Cats, we’re working on this week
• Riley—IT is working on a services catalog; it’s a best practice for IT departments nationwide
• Engstrom—We’ve gotten some good press on ecosystems research and visitors on campus; Tom Crady was featured in the Missoulian

Events: Stargazing, Can the Cats, Leadership Luncheon (Judy Wellert)
• Wellert—One of our upcoming events involves a panel of experts in the area of teamwork; open to entire campus community

Advising Certificate (Jen Zellmer-Cuaresma)
• Zellmer-Cuaresma—The Undergraduate Advising Office rolled out an advising certificate program this fall
• Mangold—Faculty are welcome to participate in the courses
• Riley—IT put together a certificate program, including security training
  o Armstrong—Will IT honor courses that were taken before the start of the program?
Riley—we’re looking into that

Schulzke—Would people take courses during the summer and winter?
  o Mangold—Those are times that are often more convenient for staff

Priorities for Legislative Year (Maria Mangold)

Mangold—Bullock wants to end the tuition freeze

Engstrom—we’ll have the usual three requests: 1. Increase to ordinary budget based on new cost of doing business. 2. Salary package for all MUS employees (we’re only funded based on in-state students). 3. Infrastructure (buildings, deferring renovations); we’re also asking for support for the health initiative to grow health professions
  o If we do get the money from a tuition increase, it goes to the general fund and is not earmarked for any particular project, but it’s likely to go to operating, not personnel

The allocation model worked for us in a growth mode and works against us now

Curriculum Deadlines/ASCRC, Processes and Deadlines (Maria Mangold)

Mangold—the way catalog changes are scheduled is a problem; a catalog serves as a student’s contract with the university when he or she matriculates, but it has not been available until after classes begin

Engstrom—the catalog should be available by summer Orientation

Next meeting: Wednesday, December 21 – 8:00-9:00 a.m. in UH 004

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.

The committee has not met since the last meeting on October 27, 2016. The committee will meet on December 8, 2016 and will be targeting programs and allocating budget percentages to them.

IT Senate
Report Submitted by: Stella Phipps
Date of Meeting: 10/11/2016
Presiding Chair: Antony Jo
Attendees: Pope Ashworth, Frank Grady, Aaron Heiner, Art Held, Scott Holgate, Antony Jo, Karen Moore, Jesse Neidigh, Mark Pershouse, Stella Phipps, Allen Szalda-Petree

Brief Summary of Committee discussion and actions:
-25 Live scheduling system has rolled out, UM Mobile app has been installed on 5,000 devices; students will be surveyed to identify what they want to use the app for. Central IT is using Banner web time entry; interested departments can contact Steve Hoffman in HR for more info.
Paperless process for Admissions is being discussed. Docusign is about to be moved to the testing phase. Tom Crady is pushing to implement Hobson's Radius as part of paperless process. Goal is January 1.

IT Senators were asked to review IT Utilities report. Accessibility and port fees were discussed.

The DFS file server will be phased out Jan 1. Departments are encouraged to switch to UM Box.

One sentence for Staff Senators regarding Committee's actions and/or concerns:
Discourse largely centered around formation of paperless processes and new software development.

Committee for Campus and Facilities
Report Submitted by: Kelsi Camp and Jim Lyon
Date of Meeting: 11/29/2016
Presiding Chair: Michael Reid
Attendees: Numerous

Brief Summary of Committee discussion and actions:
Proposal: Greenhouse project, Trevor Lowell, Director of Sustainability for UM Dining. UMD received a grant to build an earth battery greenhouse, and Residence Life offered a piece of land next to the new South Avenue garden. Committee members offered support for the project but voiced concerns about the proposed location. Trevor will look at alternate sites and come back in the spring for approval.

Information Item: Bike Parking and Transportation Plan, Eva Rocke, Office of Sustainability, and Jordan Hess, ASUM Transportation. Presentations on the transportation plan were made throughout fall semester, and the plan is moving forward. They are looking to expand bike parking and standardize bike racks across campus, as well as adding covered bike parking. They will come back to the committee in the spring with a proposal about bike parking.

Discussion: Campus Snow Removal, Kevin Krebsbach, Facilities Services. There are lots of sidewalks on campus to clear. Accessible snow routes get priority. When there is snowfall, a call goes out at 2:00 a.m., crews start clearing snow by 3:00, and they try to have campus cleared by 8:00 when everyone gets to campus. Snow removed from parking lots will be hauled to South Campus this winter. They will be using sand instead of salt on ice by doors because salt damages the concrete. Committee members noted that the crew does a great job of clearing snow from campus.

Construction Update: Kevin Krebsbach, Facilities Services.
• Missoula College is ahead of schedule and will be done in February.
• Champion Center – Foundation walls are up. They had good weather through October and November so things are moving quickly. They’re planning for an opening on September 1, 2017, with a dedication at Homecoming.
• LA Building – Construction will start this winter on the Oval entrance. They are over budget but can move things around to cover that.
• Chemistry – Recent HVAC unit work required a crane. That work is done.
• Madison Bridge – The construction staging area has closed the branch of the river trail next to the practice fields.
• Governor’s Budget – No UM projects were recommended by the governor, so we’ll have to wait two years or ask for legislative support to push for project funding.
• Branch Center – Construction is complete. Furniture will be arriving over winter.

Other: ASUM Senators are working on expanding the Free Speech Zone and will be updating the Facilities Use and Access Policy.

One sentence for Staff Senators regarding Committee's actions and/or concerns:
Construction projects are moving forward.