COMMITTEE REPORTS for the September 2016 Staff Senate Meeting

SS Executive Officers Meeting
Report Submitted by: Jen Z-Cuaresma
Date of Meeting: 8/30/16
Presiding Chair: Jen Z-Cuaresma
Attendees: Andi Armstrong, Gloria Phillip, Judy Wellert

Brief Summary of Committee discussion and actions:
Speaker options for 2016-2017 were discussed.
Remuneration options for Senate officers were considered.

Cabinet update:
- Customer service initiative
- UM App and Unconference Oct. 6th
- Monthly customer service award
- Strategic plan and focus groups, events, and workshops for gathering input

Roundtable:
Committee restructuring process - Judy
Concessions fundraiser option discussion
November meeting room location
Committee chairs attend executive officers meeting once per month - rotate

One sentence for Staff Senators regarding Committee’s actions and/or concerns:
Executive officers are concerned with identifying goals, maintaining the purpose and engaging with staff on campus.

Communications and Visibility Committee
Report Submitted by: Caitlin Sager, Chair
Date of Meeting: 8/8/16
Presiding Chair: Caitlin Sager
Attendees:
  Annie Burgad, Matt Cragwick, Stephanie Domitrovich, Mark Fritch, Jim Lyon, Olivia White, Caitlin Sager, Judy Wellert

Brief Summary of Committee discussion and actions:
Selected the following goals for the CVC for the upcoming year: 1) Increase awareness of staff accomplishments and contributions on campus and 2) Improve staff morale by providing relaxing activities that support social networking and family life. Discussed ways to highlight staff accomplishments, including creating a list of outstanding staff who impact students across campus to be highlighted in UM publications. Also began event planning for the year, including a bike safety/maintenance event that may take place at the end of September.

One sentence for Staff Senators regarding Committee’s actions and/or concerns:
Please contribute to the growing list of outstanding staff who impact students that we would like to highlight to campus. Example on the list so far include Ruth Williams, Business Services Student Advocate; Kelly Chadwick, caretaker of the UC trees; and Mika Watanabe in Disability Services. CVC would like to publicize to the UM students some classified staff members they should know. The people should be classified staff who have impact campus-wide and that MANY students will probably see and/or interact with during their time at UM. Here are the names the committee has thought of so far. Your suggestions for additional staff would be welcome!

Outstanding Staff to Highlight?
- Ruth Williams – Business Services Student advocate
- A UC trees/grounds staff member
- Brian Fruit - Intramural Sports
- Jefferson Heath - Outdoor Recreation
Professional Development Committee
Report Submitted by: Rozlyn Haley
Date of Meeting: Aug. 16, 2016
Presiding Chair: Rozlyn Haley
Attendees:
Andi, Kellyn, Ben Daryl, Carlie Rozlyn, Maria, Judy

Brief Summary of Committee discussion and actions:
Discussed our priorities for the next year. Some of those priorities include promoting the Financial Certificate recently rolled out by HR, maintaining continue improving the Professional Development website, organize lunchtime programs, coordinate with HR in developing and promoting a Leadership Certificate for next year.

One sentence for Staff Senators regarding Committee's actions and/or concerns:
Committee outlined goals and priorities for the next year.

Shared Governance Meeting
Report submitted by: Judy Wellert
Date of Meeting: August 3, 2016
Present: Mary-Ann Bowman, John DeBoer, Elizabeth Engebretsen, Camie Foos, Sam Forstag, Chase Greenfield, Maria Mangold, Judy Wellert, Jen Zellmer-Cuaresma

Concerns expressed:

a. Can we get statistics on # of students enrolled earlier?
b. University committee rosters – Elizabeth, Camie, and Judy are working with Rebecca Power to clarify this process and get committee websites and rosters up-to-date. Rebecca will be drafting a policy to help with this.

News:

a. The new VP of Enrollment and Student Affairs is automating the enrollment management process in order to get better data.
b. There will be an increase in classified staff numbers due to many contract professionals soon becoming classified.

Priorities:

**ASUM –**

a. Sustainability and Renewable Energy
   i. Students are seeking seats on the University Foundation Board
b. Opportunity for students to make suggestions
   i. Suggestion boxes will be installed
   ii. Encourage students to call in work order requests to the Work Order Desk.
c. ASUM will reach out to collaborate on the UMX effort
d. Promotional video
e. Student Conduct Code
   i. Exams are being exchanged and class notes being uploaded using apps (“Studygroup”?)
f. General Education Realignment and revision.
**STAFF SENATE**

- **a.** Boosting morale
  - i. Improve communication
- **b.** Professional development
- **c.** Remuneration of Staff Senate officers compared to Faculty Senate and ASUM officers.
- **d.** Need improved way to ask entire community of employees to contribute sick leave to employees who are in need of donations.

**FACULTY SENATE**

1. Graduation Appeals Committee needs a chair-elect, one faculty member and one student.

**MUSSA (Montana University System Staff Association)**

*September 7, 2016, Video Conference*

**Present:**
- Billings: Tiffani Gallant
- Bozeman: Sylvia Sparkman, Korrin Engel, Joan Ford
- Butte: Peggy Delaney
- Great Falls: Carol Berg, Cheryl McGee
- Helena: Brenda Johnson, Jessie Pate
- Missoula: Maria Mangold, Judy Wellert

Clarity for BoR actions is needed. Maria will draft a letter to the BoR to share MUSSA impressions of the May meeting and remind them of the responsibilities they accepted. Since the Board of Regents meeting is in Missoula in mid-November, Maria and Luke will see if they can meet briefly with them to describe MUSSA’s initiatives/goals for the year.

**Common themes among staff senate goals on campuses:**
- Communication among staff and among shared governance associations
- Surveys to discover concerns and perspectives of staff
- Programs to boost morale

**Executive Order Discussion:** After being cautioned to not discuss salaries with the BoR, MUSSA could still demonstrate what effects low salaries have on staff. Human Resources input on one campus seems to demonstrate that good-faith negotiation is unlikely.

**Provost Search Committee**

*Report Submitted by: Stephanie Domitrovich*

*Date of Meeting: August 17, 2016*

*Presiding Chair: Mike Reid*

*Attendees:* Shannon O'Brien, Zoe Phelan, Claudine Cellier, Kris Fiore, Chris Comer, John DeBoer, Amy Glaspey, Rebecca Powers, Beverly Edmonds

**Brief Summary of Committee discussion and actions:**

The position announcement is posted. Please refer qualified individuals that might be interested in applying to the website (there is a link where you can refer someone to the posting) and see information on the website for where the search stands.

**One sentence for Staff Senators regarding Committee's actions and/or concerns:**

The website is a place to reference or send interested individuals for updates on where the committee progress stands.

**Committees that didn’t meet**

**SS SCHOLARSHIP COMMITTEE**

Kristine Csorosz

**SS BYLAWS COMMITTEE**

David Crowley
University Library Committee
Kelly Younggren
Presiding Chair: Matthew Semanoff
The University Library Committee does not meet during the summer.

University Discrimination Grievance Committee
Mara Baldwin
Presiding Chair: Andrew King-Ries
Committee has not met this year. Training will be provided sometime in September, and committee will meet on an as-needed basis throughout the year.

Diverse U Committee
Annie Burgad
Presiding Chairs: Alysa Kelly and Larry Abramson
Neither Daryl Lee or I have been contacted yet by the Committee so we don't have anything to report. Daryl and I are looking forward to being contacted.

Service Learning Advisory Board
Stephanie Domitrovich
This board has not met yet for this academic year.

Friends of Muslims Subcommittee
Stephanie Domitrovich
Presiding Chair: Beth Hubble
No meetings this month.