Diploma Dash 5K Registration is Open!

Register for the “Diploma Dash 5K” online at [http://www.umt.edu/staffsenate/5k-diploma-dash/default.php](http://www.umt.edu/staffsenate/5k-diploma-dash/default.php) or contact the Staff Senate office for a paper registration form. The Dash begins at 9 a.m. Saturday, March 26, at the Van Buren Street footbridge. The route will take racers around and through the UM campus. All registered participants will receive a tech race T-shirt, chip timing and, when they complete the course, a 5K Race Diploma! The UM Staff Senate sponsors the Diploma Dash to raise money for the Staff Senate Scholarship Fund. Each year Staff Senate grants more than $3,000 in scholarships to dependents of UM classified staff members. Register for the 5K Diploma Dash by Sunday, Jan. 31, to receive the early-bird registration rate of $25. After Jan. 31, the price increases to $30. UM students receive a $5 discount. Register by Friday, Feb. 26, to be guaranteed a shirt. Children age 10 and under are free, but they do not receive a shirt and must be accompanied by a registered adult. To register a child to run with an adult, check the appropriate box and list the child/children’s names during the adult’s registration process.

Ask the Expert

We asked Sheila Wright, Human Resource Services to tell us about “Career Ladders”...

Have you ever wondered whether or not you should get more money for the work you are doing? You are not alone. Whether you have slowly added new duties and responsibilities over time or all at once, or you will be adding new duties and responsibilities in the near future, you may be eligible for a promotion. The Montana University System Staff Compensation Plan (SCP) has a number of tools that managers can use to provide additional compensation and a Career Ladder is one of them. Career Ladders can be used to promote employees into higher level titles when a supervisor and employee have proactively agreed that the employee will take on significantly higher level duties and responsibilities. The supervisor and employee will devise a training plan and, once all of the requirements have been met, the promotion will be finalized. Career Ladders can also be used for those situations where an employee has slowly taken on more duties and responsibilities or taken them on all at once, which means a promotion can happen right away.

If you or someone you know is in this situation, contact the Compensation Office in HR to see if a Career Ladder is the right solution. You can email or call Hannah Singleton at Hannah.singleton@umontana.edu or 243-4595 or Sheila Wright at Sheila.wright@umontana.edu or 243-4225. While not everyone can use a Career Ladder, there may be another option available to you.
KUDOS Awards

UM staff, faculty, administrators, and students can nominate UM classified staff members for Staff Senate Kudos Awards at any time. Recognize someone’s outstanding work and give them the pat on the back they deserve. Go to the nomination form to nominate an exceptional employee. Pictured here are the most recent winners and excerpts from their nominations:

**Adam Carroll**, Presentation Equipment/Production Supervisor, “always provides the equipment I need and the equipment I didn’t know that I needed or forgot to ask for. He makes planning my events easier.”

**Laura Colby**, Assistant to the Director of UM Dining, “is a tremendous resource and cheerfully assists with whatever task is presented to her. She is very supportive of the managers which allows us to manage our student employees and our operations.”

**Deb Hill**, Personnel Associate, UM Dining, “can be counted on to assist with all aspects of student hiring. Without Deb’s perseverance and hard work, our operation (The Iron Griz) would not have been able to serve our guests. She is a staunch advocate for our student employees and works hard to ensure they are successful.”

**Wanda LaCroix**, Administrative Associate, School of Journalism, “actively seeks out and helps students with the difficult and confusing administration requirements for the School of Journalism and University of Montana.”

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**Outstanding Staff Awards**

Do you know of a deserving classified staff member who should be nominated for one of the upcoming Outstanding Staff Awards? The awards are worth $1,500 each and presented to University of Montana classified employees. One award honors a staff member for **Excellence in Job Performance**, the other is for **Campus Interaction and Meritorious Job Performance**. The nomination form and instructions can be found on the UM [web site](#). The deadline for nomination forms to submitted to Staff Senate is February 26. Here’s a brief description of each award:

**Excellence in Job Performance Award**

This award is for a staff member who excels in all aspects of his or her position - someone who possesses an excellent work ethic and has an extraordinary impact within their department as a role model, connecting with students, staff, faculty, or administrators.

**Campus Interaction and Meritorious Job Performance Award**

This award focuses on a staff member who not only exceeds expectations within their department but also interacts and provides service campus-wide, creating positive interactions with others and having impact outside of the department.
Barb Seekins to be honored at Charter Day Awards Ceremony

The University of Montana will celebrate its 123rd birthday on Thursday, Feb. 18, with a noon-hour cupcake party in the University Center Atrium and a 5:30 p.m. Charter Day awards ceremony and reception in the University Center Ballroom. The annual awards ceremony recognizes exemplary campus and community members. Join the community in congratulating Barb Seekins who has been selected for the 2016 George M. Dennison Presidential Staff Award for Distinguished Accomplishment of Duties. Barb is a UM alum, former Staff Senator and current staff member serving as the Assistant Director of Foreign Student and Scholar Services (FSSS)

Barb has been on campus since 1990 working for both International Programs and FSSS. She has also been an active member of the Diversity Advisory Council and a long-standing Chair of the University of Montana’s Americans with Disabilities Act /504 Committee. In these roles she conducted the first UM Self Evaluation and Transition Plan that has served as the foundation of the University of Montana’s blueprint to create an accessible learning environment for all. She was instrumental in making the International House accessible to persons with impaired mobility.

Barb is also actively involved in the community. She has served on the Missoula County Public School Board of Trustees, as Montana President of the League of Women Voters, and on an elections committee for the Montana Secretary of State’s office. As some of those who nominated her for this award said, she “tirelessly championed the ideals of equality and diversity” and has “demonstrated her commitment to not only the success of her department but also to the success of the University’s Missions and Goals.”

Professional Development Survey Results Being Analyzed

Staff Senate recently conducted a survey of University of Montana classified staff and contract professionals to learn what those employees thought in regard to professional development opportunities on campus.

One of the questions was this: “When it comes to knowing what professional development opportunities are available for you to participate in, who is responsible for directing the process?”

Out of 307 responses, the majority of people, 219, indicated it is primarily their own responsibility or mostly their own responsibility to know what professional development opportunities are available, and they are responsible for directing the process. 63 people answered that it is equally their responsibility and their supervisor’s. Thirteen people believed it was mostly, or primarily, their supervisor’s responsibility to know what professional development opportunities are available for staff and for directing the process. Twelve people responded ‘Other’ but eleven of those people did not provide substantial clarification as to whom they believe is responsible for knowing what professional development opportunities are available and who is responsible for directing the process. This indicates that a majority of employees who answered this survey question take responsibility for knowing about or seeking out professional development opportunities for themselves.

Find Staff Senate news and professional development opportunities on the Staff Senate website!
Technology Available for You at the Mansfield Library!

Visiting the library is not like it used to be. At the Mansfield Library, there are still thousands of books to browse and check out, but much of the main floor (Level 3) is dedicated to computers. These computers are available to University of Montana students, faculty and staff and only require a NetID to log-in. There are additional computers on all other levels, as well as a few computers available to the general public on Level 1. All of the library’s computers have a full complement of up-to-date software and print directly to the Paw Print, the library’s print shop. In addition to both PCs and Mac computers, the library provides users with several different scanning options including flatbed scanners, overhead scanners and slide scanning. It also offers multi-media stations equipped with photo and video editing software.

The Mansfield Library’s other technology offerings include a wide variety of small devices that are available for check out. Some of these items include laptop and tablet computers, a flatbed scanner, cord/charging/connectivity options, a Gogglecam (ski goggles with built in camera), a GoPro camera, a portable DVD player and calculators, just to name a few. Loan duration ranges from 2 hours to 4 days depending on the item. To access a full list of items available, visit this link: http://www.lib.umt.edu/services/technology/equipment/default.php

To support the computers and circulating technology items, the Mansfield Library houses the Paw Print, a full-service print shop on the main level. The Paw Print offers standard printing as well as color copying, large format scanning and printing, and full-color high-quality fine art color printing. The newest addition to the Paw Print is a Makerbot Z18 3D printer. 3D printing is available for all UM students, faculty, staff, and collaborators on university projects. To read more about the Paw Print’s 3D printer, visit this link: http://lib.umt.edu/about/departments/pawprint/printing/3d-printing.php

The Mansfield Library’s most recent technological addition is the One Button Studio, an automated video recording studio. The One Button Studio enables users to create high quality video with a flash drive and the push of a button. Glenn Kneebone, the Paw Print manager and One Button Studio project manager, describes the studio’s accessibility and functionality this way: “The process of creating and saving a video is automated, with the user interaction confined to three simple steps – inserting a flash drive, pressing a button to start or stop recording, and removing the flash drive to end the session. Once the recording is done, they can upload the video to YouTube or use one of the library’s four multimedia workstations for further editing, such as adding music and images to the recorded video.” To learn more about the One Button Studio, visit this link: http://news.umt.edu/2015/10/102815oneb.php

The Mansfield Library strives to anticipate and meet the needs of the University’s students, faculty and staff by offering a variety of technology services and equipment. In addition to the latest technology, the Mansfield Library creates a dynamic learning environment by offering current and award-winning bestselling books, DVD and CD check out, thousands of circulating books and periodicals, accessible Archives and Special Collections materials, group study areas and quiet places to read and study.