**December Minutes**

**December 14th, 2011**

**11:00-1:00 COT Dining Room**

**Welcome & call to order:** President Laurie Fisher called the meeting to order at 11:00 a.m.

**Senator Vacancy filled:** Andi Armstrong was voted in by acclimation to fill a vacancy on the senate. Andi works in the Davidson Honors College.

**Roll call:** Carol Bates

**Attendees:** Andi Armstrong, Carol Bates, Amy Capolupo, Lisa Coon, Lanell Curry, John DeYoung, Laurie Fisher, Phillip Flukas, Chuck Harris, Marvin Hess, Heather Hibbard, Natalie Hiller-Claridge, Slade Johnson, Gregg Potter, Chelsea Rayfield, Maryann Robison, Darlene Samson, Sharon Schneider, Brandie Terpe, Ann Weiler

**Absent:** Beki Hartmann, Sharon Laramie, Roberta Mistrick

**Excused:** Becky Maier, Sandi Robinson, Hannah Singleton, Allison Squires, Tammy Yedinak

**Approval of December minutes:** Fisher presented the minutes of the November 9, 2011 Staff Senate meeting. Motioned to approve, seconded, motion carried.

**Financial Report:** Financial Officer Hibbard presented the financial reports. Motioned to approve, seconded, motion carried.

**New Business**

**Newsletter** – The Staff Senate Newsletter is being reinstated. Senator Rayfield passed around a template that will be used. She and the new SS Administrative Assistant, Judy Wellert, are working on newsletter articles to include: a recap of the recent staff survey, a side article highlighting various staff, and fall Kudos. They welcome ideas for inclusion and plan to have the first newsletter available for the January BOR meeting.

**SS Brochure** – Senator Rayfield and Wellert are also working on a new SS brochure which is in the final stages of editing. The brochure and newsletter will be used to create awareness of Staff Senate and its mission and to promote and encourage staff involvement.

**University Council** - President Fisher reported on a “Shared Governance” presentation she and VP Samson did for the University Council meeting this week. She focused on what the SS is doing to further this cause (participating in University & SS committees, fundraising, providing opportunities for staff recognition, act as a voice for UM staff, staff survey, etc.). Other presenters at that meeting included Legal Counsel David Aronofsky, ASUM VP Jeff Edmunds, and Faculty Senate President David Beck. The intent of shared governance is to create a more cohesive and unified campus with all constituents working toward the same goals and sharing in the process.

**Ongoing Business**
MUSSA - Montana University System Staff Association is made up of SS representatives from across the state. They meet twice annually to discuss and present issues to the BOR from the individual campuses’ perspectives. Senator Yedinak is the chair of MUSSA this year. In her absence, President Fisher reported on a recent MUSSA conference call. Fred Sullivan, Staff Senate President at Montana Tech – Butte; Cory Creighton, Staff Senate President at UM Western – Dillon; President Fisher, Vice President Samson, Senator Yedinak and Staff Senate Administrative Associate, Judy Wellert of Missoula all participated in the call.

STAFF SURVEY – Senator Harris reported that the results of the survey have not been evaluated so there was nothing conclusive to report yet. Senator DeYoung raised concerns that those who were unable to take the online version had not been reached with a paper copy so the results were going to be skewed. Senator Bates will check with Cassy Lake to see if this is the same group of individuals she had previously distributed hard copies to. Senator DeYoung will join the staff survey committee, which will meet next week to begin evaluating the results. A report will be provided at the January 2012 SS meeting.

VP Samson suggested that the senate use the survey results during the January meeting to set some goals for the upcoming year. She also suggested that the top five issues surfacing from the survey be added to the Newsletter (i.e. Out of 547, 65% of the respondents work a second job or attend school.)

Senator Vacancies – There are still two senator vacancies. President Fisher encouraged current senators to recommend staff members interested in participating.

Committee Reports

Diversity Advisory Council – still has a vacancy.

Senator Weiler reported that Campus Rec has a new strategic plan for 2012 – 2020

CVC – Senator Coon reported that Community UNITE (a money-making opportunity for the SS scholarship fund) is already full for this year but encouraged SS to apply again next autumn semester.

Charitable Giving – Senator Schneider said paper donations are not reflected in the giving results so there are no final numbers to report as yet.

New Administrative Associate - Judy Wellert was introduced and each senator introduced him/herself. She is already assisting in a variety of areas. Her office is at the Physical Plant 135F. She can be reached at 243-5422 or judy.wellert@mso.umt.edu. Her hours are 9:00 a.m. – 2:00 p.m. Monday – Thursday.

There was no more business so the meeting adjourned. We then dined on a North African variety of foods prepared by the COT Culinary Arts folks.

Next meeting: January 11th UC 332-333