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University of Montana Staff Senate Meeting
Minutes

University of Montana Staff Senate

9-13-2022

Documents from the September 13, 2022 meeting of the University of Montana Staff Senate

University of Montana – Missoula. Staff Senate

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September 2022 Agenda

Wednesday, September 13, 2022

10 am - 12 pm

UC 225

[Zoom Link](#)

Meeting ID 972 9870 1389

[Box Link](#)

1. Welcome – Call to Order
 - a. UM Minute
 - b. Roll Call
 - c. Quorum Present
 - d. Welcome Guests
2. Business
 - a. Approval of Minutes
 - i. August 10, 2022
 - b. Website
 - c. Roberts Rules of Order
 - d. Bylaws
3. Violet Hopkins
 - a. FOCUS-MFPE Montana Federation of Public Employees (formerly MPEA)
4. University Updates
 - a. University Committees
 - b. Search Committees
 - c. Montana University System Staff Association
 - d. Others?
5. Election of new Senators
6. Sub-committee Discussion/Breakout (as time allows):
 - a. Scholarship
 - b. Bylaws
 - c. Campus Visibility and Communication
 - d. Data
 - e. Professional Development
 - f. New and ad-hoc committees
 - i. Staff Wellbeing and Support (Recruitment and Retention)
7. Public Comment
8. Adjourn



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1. Welcome – Call to Order @ 10:06

- a. UM Minute
 - i. Moment of silence for student that passed
 - ii. September is suicide awareness month
- b. Roll Call
- c. Quorum Present
 - i. Present: Carson, Elensky, Ponce, Bales, Elliot, Leggins, Kiley, Kneebone, Kanwischer, Thiebes, Carroll, Calenberg, Colenso, Kurien, Davy, Knapp, Jensen
 - ii. Absent: Rasmussen, Belanger, Helms
 - iii. Excused: Andrews, Anderlik, Crawford,
- d. Welcome Guests
 - i. Hopkins, Magnuson, Grey

2. Business

- a. Approval of Minutes
 - i. August 10, 2022
 - ii. Motion: Kneebone
 - iii. Second: Calenberg
- b. Website
 - i. Update to follow new look should be published soon
- c. Roberts Rules of Order
 - i. The rules and proceedings that are followed by UMSS
 - ii. How meetings are conducted
- d. Bylaws
 - i. Governing regulations
 1. Processes
 - ii. A copy of the bylaws was passed out
 - iii. Review and read over
 - iv. Carson to send an electronic copy to the Bylaws committees
 - v. Comments and concerns send to committee head- Erin Knapp
 - vi. If changes, will need to make a resolution and vote on it

3. Violet Hopkins

- a. FOCUS-MFPE Montana Federation of Public Employees (formerly MPEA)
 - i. The union that supports most of the classified staff on campus
 1. There are more than 11 unions on campus
- b. VP- Schwertfeger
- c. Job duties:

The Heart of the Grizzly

- i. Rep during disciplinary hearing- meet with staff and HR
 - ii. Bargaining team
 - 1. Governors team specifically
 - 2. Negotiate what we want in our benefits and what goes in house bill 13
 - 3. Asking to support a number of initiatives
 - a. \$3 increase to all
 - b. Asked for Juneteenth to be recognized as a paid holiday- federal holiday
 - iii. LMC- pre bargaining meeting
- d. Things bargained for:
 - i. Wages
 - ii. Work conditions
 - 1. Ex. Masks
 - iii. Health benefits
 - iv. Annual leave/ sick leave
 - v. If we see anything that could be an issue, bring up so that Violet is aware of it and can bargain for it
- e. When/why do we strike?
 - i. Several entities are in strikes right now- teachers in Seattle; railroad; nurses
 - ii. Go back and forth for bargaining
 - 1. Bring tentative agreement to voting members (if you pay dues, you are a voting member)
 - 2. If don't agree- don't vote for it
 - a. It's not necessarily the best we can get- force to go back to bargaining table
- f. We are going into a legislative year- what will that look like for the typical classified staff member?
 - i. Would love all to join the action team for MFPE
 - 1. Will be notified of what they can do
 - a. Ex. Sending postcards to legislators
 - 2. Nice to know people are doing things that matter- engaged body
 - 3. Can join action committee by going to MFPE website- action button
 - a. <https://www.mfpe.org/>
- g. To what extent do you work with the Bozeman campus, and others?
 - i. Bozeman- very closely- text all the time
 - ii. Just lost Helena rep
 - iii. Billings changes from time to time
 - iv. Tech-
 - v. Were meeting monthly- now bi-monthly
- h. Does the union contact new employees? Is there something that goes out?
 - i. Can start paying now
 - ii. Used to be a new hire orientation- slide on union
 - 1. When covid hit- was a video
 - 2. They cut it out
 - a. Hopkins let them know that they have contractual obligation to let new employees know about it
 - iii. Now Hopkins gets a monthly list of new employees
 - iv. Is there a place to get more info?
 - 1. Contact Hopkins- she will send a membership form
 - a. Even to reaffirm membership
 - 2. Can see in cyberbear if you are paying the dues
- i. Outside of legislative actions, what does the union do to support us?

- i. If you are having an issue with your manager/supervisor, you are entitled to representation
 - 1. Helps to sort out bad management issues
- ii. Strap pay increases
 - 1. Helps to increase lagging wages
 - 2. MSU gets paid more than UM
 - a. They are incredibly good at strap pay increases- go through president's office
 - b. They also have more money
 - 3. Goes through OCHE
- j. Do you get notified if new positions are created and if they should be in the Union?
 - i. Not sure how they decide who is in the bargaining unit
 - ii. Could be decided by the campus?
 - iii. Can you use employee emails to conduct MFPE work?
 - 1. Not to solicit political issues
 - 2. Call to actions should not be used by employees' email
 - 3. Can join listserv- use personal email

4. University Updates

- a. University Committees
- b. Search Committees
 - i. Associate Director of OOLD- Schroeder to serve on
 - 1. Job has posted- will close on September 25th
- c. Montana University System Staff Association
 - i. Had meeting- new executive officers
 - 1. Julie Brown is new President
 - 2. Coco Ponce is vice chair
 - ii. Wanting to work towards mentoring program- have guidelines to give to Staff Senates that don't have programs
 - 1. Next meeting will be about developing those
 - 2. 3 campuses already have successful programs
 - iii. Helps with legislative bargaining
 - 1. More institution wide
 - iv. 14 campuses, each have 2 reps
- d. Others?
 - i. Wellness Champions
 - 1. Wellcheck is coming up soon:
 - a. When: Tuesday, October 11th thru Friday, October 14th from 6:30am – 10:30am
 - b. Where: University Center (UC), 3rd floor - Rooms 330-333
 - c. Register at: WWW.ITSTARTSWITHME.COM (Use the code: MUS2022)
 - 2. Virgin Pulse incentives webinar:
 - a. **MUS Wellness Incentive Program (Virgin Pulse) Introduction/Training Webinar**
 - b. Thursday, 9/15, 12:05-12:45
 - c. <https://montana.webex.com/montana/j.php?RGID=r5e29d0648d4ead465554cfc2ca393b7b>
 - d. Webinar Description: If you are a new hire or new to our Wellness program, please join this webinar to learn how to navigate our online Wellness Incentive program powered by Virgin Pulse. Through the program, you can set goals, build healthy habits, stay abreast of Wellness and Benefits news and

events, and earn up to \$40 a quarter to spend on health and wellness related goods. Plus \$35 for attending Wellcheck!

- ii. Academic Restructuring
 - 1. Not sure what exactly is happening
 - 2. Feedback form: https://umt.co1.qualtrics.com/jfe/form/SV_d1rfZ6rXZXTktuu

5. Election of new Senators

- a. Since we are not in an election cycle, we need to vote them in
- b. Trey Magnuson- business manager at campus rec
- c. Alecia Gray- IT business analyst
- d. Votes: All in favor

6. Sub-committee Discussion/Breakout (as time allows):

- a. None have met yet, Ponce wants to help facilitate meetings
 - i. Great ideas to put into motion
 - ii. Goals, what needs to be done
 - iii. A lot of overlap between committees
 - 1. Come to next meeting with 2 goals of committee
- b. Scholarship
- c. Bylaws
- d. Campus Visibility and Communication
- e. Data
- f. Professional Development
- g. New and ad-hoc committees
 - i. Staff Wellbeing and Support (Recruitment and Retention)
 - 1. Question about if it is going to be a committee
 - 2. Wellbeing- support about all aspects of job
 - a. Recruitment and retention may limit scope
 - 3. Retention could be broad- wages needs to be focused on
 - 4. Maybe wellbeing and retention?
 - 5. Need to figure out overall goals/ direction of committee- then can decide names

7. To Dos:

- a. Update roster
- b. Question about classification
 - i. Based off voting groups
 - ii. Don't have equal representation in all classifications

8. Public Comment

9. Adjourn

- a. Motion: Colenso
- b. Second: Knapp