University of Montana

ScholarWorks at University of Montana

University of Montana Staff Senate Meeting Minutes

University of Montana Staff Senate

7-12-2023

Documents from the July 12, 2023 meeting of the University of Montana Staff Senate

University of Montana--Missoula. Staff Senate

July 2023 Agenda

Wednesday, July 12, 2023
10 am - 12 pm
UC 330-331
Zoom Link
Meeting ID: 963 1968 6875
Box Link

1. Welcome – Call to Order (5 minutes)
   a. Roll Call
   b. Quorum Present
   c. Welcome Guests
2. Brunch with Deputy Chief of Staff Amy Kinch, Vice Provost for Student Success and Campus Life Leslie Webb & Chief of Staff and Associate Vice President for Strategic Planning and Implementation Kelly Webster (45-60 minutes)
   a. Presentation about FY24 Playbook and University-wide Strategic Plans
3. Business (10-15 minutes)
   a. Approval of Minutes:
      i. June 14, 2023
   b. Vote in new senators
      i. Erin Darling
      ii. Nicole Krause
   c. Vote on New Logo
4. Cabinet Updates (5-10 minutes)
   a. Fall Commencement feedback from staff
   b. Onboarding feedback from newly hired staff for HRS
   c. Leadership training feedback for People & Culture
   d. "Student to Staff" mentoring program in I.T.
5. Campus-wide Committee Updates (5-10 minutes)
   a. University Committees
   b. Search/Hiring Committees
   c. Others?
6. Discussion about Staff Senate overall goals and plans (20-40 minutes)
   a. Committee Work
      i. Communication & Visibility
      ii. Data
         1. Proposal for rebranding/repurposing this committee
      iii. Professional Development
      iv. Wellness and Retention
      v. Scholarship/Staff Awards
      vi. Bylaws & Resolutions
7. Public Comment (5 minutes)
8. Adjourn

The Heart of the Grizzly

July 2023 Minutes

Wednesday, July 12, 2023
10 am - 12 pm
UC 225
Zoom Link
Meeting ID: 963 1968 6875
Box Link

1. Welcome – Call to Order (5 minutes)
   a. Roll Call
      i. Present: Anderlik, Badzioch, Calenberg, Carter, Corbin, Cowley, Elensky, Gray, C. Harrington, Hopkins*, Ignacio, Kiley*, Kneebone, Kurien, Leggins, J. Magnuson, T. Magnuson, Malinak, Matson, Ponce, Ruediger, Smith, Spooner, Thompson, Tucker (25/29)
      ii. Absent: Jensen (1/29)
      iii. Excused: Andrews*, Beccari, J. Harrington (3/29)
   b. Quorum Present – Y
   c. Welcome Guests
      i. In person: Ben Mason
2. Brunch with Deputy Chief of Staff Amy Kinch, Vice Provost for Student Success and Campus Life Leslie Webb, Associate Vice President for Strategic Planning and Implementation Kelly Webster (45-60 minutes)
   a. Presentation about FY24 Playbook and University-wide Strategic Plans
3. Business (10-15 minutes)
   a. Approval of Minutes:
      i. June 14, 2023
         1. Approve: Kneebone
         2. Second: Kurien
   b. Vote in new senators
      i. Vote
         1. Approve: T Magnuson
         2. Second: Thompson
      ii. Erin Darling
      iii. Nicole Krause
         1. Yay: 23
         2. Nay: 0
         3. Abstain: 0
            a. Unanimous
   c. Vote on New Logo (written/online poll)
      i. #1
         1. Votes: 2
      ii. #2
         1. Votes: 3+2
      iii. #3
         1. Votes: 11+3
      iv. #4
         1. Votes: 3+2
      v. #5

        1. Votes: 1
           a. New logo - #3
4. Cabinet Updates (5-10 minutes)
   a. Fall Commencement feedback from staff
      i. Ponce: Lauren Fern wants feedback from staff who works during Fall commencement, on whether or not to move from Saturday to Friday. First thing they will vote for in Faculty senate.
      ii. Corbin: Moving fall commencement to Friday instead, if there are any questions reach out to her as she is very heavily involved.
      iii. Gray: If you are moving commencement to a Friday, how will this affect the finals week schedule?
      iv. Corbin: When working on the finals schedule for fall, we've noticed a lot of faculty members do not hold finals on Friday or if they do it is in the morning. They are looking into that to see how it will affect faculty and students but most of those who might be affected by the switch may not end up being impacted.
      v. T. Magnuson: With working on a Friday would moving commencement cause parking issues? Or other issues on campus?
      vi. Kiley: Note of gratitude for including the Staff senate in the process of this decision.
   b. Onboarding feedback from newly hired staff for HRS
      i. Ponce: Shawn Blair as interim director of HR would love feedback from newly hired staff about the onboarding process. They are looking at revising this process with the consultant Leanne while she is here. Reach out via email and Shawn will be in touch. Possibly doing a Qualtrics survey for those recently hired.
   c. Leadership training feedback for People & Culture
      i. Ponce: Amy Kinch talked about the leadership training feedback so either reach out to Amy directly or I can connect you with her if you want to be part of the focus group. If you know of a really good leader or supervisor then let them know about this training.
   d. "Student to Staff" mentoring program in I.T.
      i. Ponce: Zach Rossmiller from IT has a student-to-staff mentoring program that they're working on where they take a student employee and build them up so they can become staff members here on campus or within other agencies to be hired after graduation. It has really been successful for them and he wants to share that with other departments on campus that might be interested. Let me know if you want to be connected with Zach and Antony about the program.
      ii. Elensky: Zach is also looking for students, maybe you know of students who might be looking for mentorship and a way to move them ahead and line out their career before they graduate.
      iii. Ponce: For students, it is a great mentoring program and because IT is short staffed having students in those roles will help them and helps the student get pipelined into a career.
      iv. Gray: If your student is tech inclined then the IT helpdesk would be a great place to start.
5. Campus-wide Committee Updates (5-10 minutes)
   a. University Committees - None
   b. Search/Hiring Committees - None
      i. T. Magnuson: Title XI Director needs a staff senator involved in hiring process
   c. Others?
      i. Cowley: UM pantry running all the numbers for the last year. Started tracking staff usage of the pantry as classified or students, saw 860 staff visits served 100 individuals, need to find bridges to get more funding to help staff members because they only receive funding for students but will never turn away anyone.

      ii. Ponce: Pantry is available to anyone who needs it. Opportunity to know that the pantry serves colleagues so donations are important as well.

6. Discussion about Staff Senate overall goals and plans (20-40 minutes)
   a. Committee Work
      i. Ponce: Committees fuel the work that the senate is doing. We want the committee work we are doing to be informed by the fiscal year playbook so we can collaborate with other departments and bolster our efforts to have staff represented and keeps committees from doing work that doesn't have an impact. Find leads outside of the staff senate that will aid the committees and departments on campus. We want committees to meet to discuss goals and elect a chair before the August senate meeting.
         1. Communication & Visibility - XO Liaison: Glenn
         2. Data - XO Liaison: Glenn
            a. Proposal for rebranding/repurposing this committee
               i. Ignacio: Proposes to rebrand as data & research, which can provide better assistance to the staff senate as a whole. Can aid other committees to conduct research for committees or survey staff on campus.
         3. Professional Development – XO Liaison: Trey
         4. Wellness & Retention - XO Liaison: Bobbie
         5. Scholarship & Staff Awards – XO Liaison: Carrie
         6. Bylaws & Resolutions – XO Liaison: Coco

7. Public Comment (5 minutes)
   a. Ben Mason: Having a data and research committee would be beneficial to staff members, had 30 years' worth of data to go through because the information was saved in someone else's box folder and it was not owned by the university.

8. Adjourn
   a. Approve: Thompson
   b. Second: Cowley