



MUSSA Meeting WebEx October 26, 2017

1. The meeting was called to order at 11:05 by MUSSA chair, Priscilla Azure.
2. Roll call
 - a. Billings –Sheri Steiner and Darrel Williams
 - a. Bozeman – Ramie Pederson, Sylvia Sparkman, and Joan Ford – Candace Mastel was unable to attend
 - i. Sylvia announced her retirement from MSU. She will be stepping down as Staff Senate chair with Ramie taking on the chairmanship and Candace is the new vice chair.
 - b. Butte –Peggy Delaney – Peggy McCoy and Angela Stillwater were unable to attend
 - c. Great Falls – Priscilla - Laramie Smovir was unable to attend
 - d. Havre – Deb Bradley was unable to attend
 - e. Helena –Brenda Johnson and Jessie Pate
 - f. Missoula –Maria Mangold and Luke Alford were unable to attend
3. Updates January 2018 MUSSA and Board of Regents meeting
 - a. Written report or video verses travel to Helena for meeting with Regents – Joan reported that the Regents acknowledged our request. Although a decision was not returned to MUSSA the Regents are leaning was toward a written report with the possibility of video conferencing in addition to the written report. The Regents will decide closer to the January 11-12 meeting date. Representatives from Helena College agreed they could attend the meeting person as part of the MUSSA meeting with the Regents.
 - b. Turnover – most of the campuses reported either having a challenge gathering turnover data. An email dated 10/18/2017 from Kevin McRae, Deputy Commissioner, Communications & Human Resources, was forwarded to MUSSA members. His message was, “I understand that MUSSA representatives on some campuses are requesting information about current and past employees, including job titles, dates of hire, reasons for termination, and more. I want to give you a heads-up that there is a limited amount of information that we’ll be able to provide from both a legal perspective and a resource perspective. I’m sure you understand that our excellent payroll staff members have only so much time and resource to devote to responsibilities beyond making sure our tremendous faculty, staff, professional, administrative, and student workers get paid on time and in compliance with all wage-and-hour regulations. We might not have all the information requested by MUSSA representatives, but we’ll do our best”. Kevin’s



email echoed the findings campuses are having regarding turnover data. Each campus will explore what they are capable of reporting for the December WebEx meeting.

- c. Research best practices on Retention and Recruitment – Benchmarking data – Joan reported that finding staff data is challenging so far, the Ellucian/Cornerstone study “Empowering Employees | the state of employee engagement and retention in higher education” a 2016 study survey of academic institutions is the only thing found. Peggy Delaney, Priscilla, and Jessie will reach out to see they can find additional benchmarking data.
- d. Concerns from the survey
 - i. Billings is working on an employee engagement day
 - ii. Great Falls is exploring opportunities for advancement and promotion
 - iii. Butte is working the onboarding and off boarding process and developing a years of service award ceremony
 - iv. Bozeman is investigating professional development needed for advancement and education on roles and duties of BOR and OCHE
 - v. Helena’s challenge is leadership and employee changes
4. A Doodle poll with perspective dates will be emailed. Next meeting date will be in late November to early December.
5. Meeting adjournment at 11:55 am.