I. Call to Order
- Chair Priscilla Azure called the meeting to order. Those present included:
  Bozeman: Ramie Pederson (MUSSA Vice-Chair)
  Billings: Sheri Steiner & Darrel Williams
  Great Falls: Priscilla Azure (MUSSA Chair) & Laramie Smovir
  Missoula: Luke Alford
  Havre: Debra Bradley
  Representatives from Butte and Helena were not present.
  Lisa Hespen from Bozeman was present to take minutes.

II. Approval of Minutes
- The February 16, 2018 Minutes were approved.

III. Information/Announcements/Updates
- None

IV. Previous Business
- Reply Letter to Deputy Commissioner Kevin McRae- those present voted for Priscilla to proceed in sending a short and simple reply to Deputy Commissioner McRae.

- BOR Presentation Topics-There was considerable discussion regarding what the May BOR presentation should encompass. It was thought the presentation should include a reference to the projects MUSSA has been working on during the past year as a sort of wrap up of said projects. It was also suggested the presentation should include the steps MUSSA and all of the staff senates are taking to improve the areas that scored low in the survey, as well as any improvements. Members thought MUSSA should make it clear that campuses are moving forward and trying to retain staff by creating a better working environment. It was also proposed data regarding the costs associated with rehiring and retaining be included, along with wage comparisons. Those present decided to table the subject of wages (more specifically the low and high entry wages on campus vs. across the state comparisons) until after the BOR presentation.

Another topic that was discussed at length was the importance of staff longevity. It was remarked students want familiar faces, to see the same employees. When an employee leaves, students often must start processes all over again. One member noted she had a student tell her when students see employees whom they have been building a relationship with leaving, they begin to wonder if maybe they should transfer/leave campus as well. It was opined that there is a direct correlation between staff turnover and student retention. It was further noted when an employee leaves, tremendous stress is placed on the remaining employee(s). It was suggested this topic be researched and worked on during the next year.
It was decided the May BOR presentation will consist of each campus discussing the 5 areas most important to their campus (noting they do not have to necessarily be the 5 areas that ranked the lowest on the survey) and how the campus has addressed these areas. If there is time, it was suggested to conclude the presentation with what MUSSA has done and where it is going.

V. Current Business

- **Selection of May BOR Presentation Committee**: Laramie (with the help of Priscilla) volunteered to put together the power point presentation. All campuses were advised to get all their information to Lisa by March 23, 2018. Lisa will compile everything and provide it to Laramie (with Priscilla’s help) to put into a power point.

VI. Campus Reports

- Since this was a special meeting to discuss the May BOR Presentation, there were not campus reports. Campuses will provide their reports at the March 23, 2018 Meeting.

Meeting adjourned.

**Next Meeting: Friday, March 23, 2018 @ 2 p.m. (WebEx)**