MUSSA WebEx Minutes

Tuesday, August 10, 2018          9:10 a.m.

*Due to technical difficulties the meeting had a late start.

I.  Call to Order
   • Chair Priscilla Azure called the meeting to order. Those present included:
     Billings: Sheri Steiner and Darrel Williams
     Bozeman: Ramie Pederson (MUSSA Vice-Chair)
     Great Falls: Priscilla Azure (MUSSA Chair)
     Havre: Debra Bradley
     Helena: Jessie Pate & Hayley Blevins
     Butte: Peggy Delaney
     Missoula: Luke Alford
     Lisa Hespen from Bozeman was present to take minutes.

II. Approval of Minutes
    • The June 19, 2018 Minutes were approved.

III. New Business
    • Elections- Priscilla Azure of Great Falls was elected as the MUSSA FY19 Chair and Sheri Steiner of Billings
      was elected the Vice-Chair.
    • Strategic Plan- The Strategic Plan Committee presented the first draft of the Strategic Plan. Discussion
      included the following:
      o Consistency across campuses within the MUS- common goals.
      o UM is working on their First Generation Initiative/Program and is hopeful to begin educating
        employees in the fall and students in the spring. It was noted others would like to encourage
        all staff senates to look into implementing First Generation on their campus.
      o It was remarked that at some point it would be beneficial to add a timeframe for
        accomplishing each goal; after done finalizing strategies.
      o It would be advantageous to try to get staff senate members on all key governances of their
        campus.
      o It was also decided MUSSA, through each staff senate, should strive towards providing concise
        updates to campuses.
      o The committee noted employees on each campus should be knowledgeable and as such
        MUSSA should look into implementing a video conferencing series as well as provide
        information regarding the BOR and OCHE. Furthermore, some members stated they would
        like to see an MUS-wide lunch & learning series regarding topics that would apply to all
        campuses, such as record retention.
      o Members were encouraged to submit articles to the MUSings newsletter, as well as
        recommend staff on their campuses submit articles.
Many also thought it would be meaningful for campuses to develop & implement EE recognition programs. Ramie from MSU noted MSU already holds employee recognition programs.

A Magnet Care program was discussed wherein staff members would be encouraged to alert counselors of an employee or student they are concerned about—signs of depression or anxiety. Magnets are distributed with the appropriate contact information. Similar to a see something/say something program.

It was again noted one of the Regents at the BOR May meeting stated MUS currently recognizes an outstanding faculty member within the MUS and he would like to see a similar award/recognition for Staff as well.

Educate staff on career mobility opportunities w/in compensation plan.

Due to the importance of staff retention some members noted they would like to provide creative ideas to assist their HR without stepping on toes or crossing lines.

Continue to inform staff regarding tuition waivers and professional development opportunities.

Would like to work towards easing the frustrations of staff within the MUS.

Assist in improving the evaluation processes (i.e. peer evaluations along with supervisors).

Encourage staff to contact HR or their union reps with questions or concerns.

Challenges—Time away from current duties, budget cuts, re-structuring, staff turnover, and "work overload".

The following is a brief overview regarding any corrections, changes, or revisions to the Strategic Plan:

Anyone with ideas, concerns, or corrections can send them to Lisa for compilation.

It was again iterated timelines and prioritization of objectives should be included. It was further noted it would be best to work on the easier objectives first so MUSSA would be able to show progress towards these goals.

Peggy Delaney of Butte will send out a word document to members for their review.

The committee would like to be able to highlight some successes at the May BOR meeting.

Peggy also noted she would like to reach out to Commissioner Christian to let him know what we are doing and get his concerns and/or opinions. Peggy would call the Commissioner and send him the Word document. Priscilla advised Peggy to move forward and contact OCHE.

It was noted the "work overload" wordage should be changed to something such as “utilize EE’s skill sets.”

Priscilla advised she would like to see if Maria Mangold will look the draft over and provide her opinion/feedback.

Deadline to submit changes, corrections, or suggestions will be August 20th.

IV. Campus Reports

Due to the meeting running late, many campuses opted to not include a campus report to save on time.

Next Meeting: TBD

Meeting adjourned at 10:11 a.m.