MUSSA WebEx Minutes

Thursday, February 28, 2019  3:00 p.m.

I. Call to Order
   • Chair Priscilla Azure called the meeting to order. Those present included:
     Billings: Sheri Steiner (MUSSA Vice-Chair), Darrel Williams
     Bozeman: Jennifer Nesbitt, Ramie Pederson
     Great Falls: Priscilla Azure (MUSSA Chair), Laramie Smovir
     Butte: Peggy McCoy, Scott Forthofer
     Helena: Jessie Pate, Monica Latham
     Havre: Debra Bradley
     Lisa Hespen from Bozeman was present to take minutes.
     Missoula: not present

II. Approval of Minutes
   • The November and December minutes were approved.

III. Previous Business
   • Staff Survey
     ◦ The goal is to have data ready in April and to be able to include said data analysis in the May BOR
       Presentation.
   • Strategic Plan
     ◦ Most campuses have shared the MUSSA Strategic Plan with their staff senates. The next step is to
       work on coordinating system-wide meetings/trainings. A subcommittee will be formed after the
       Strategic Plan Tracking Spreadsheet is completed.
   • BOR Meeting (May 22-23 in Great Falls)
     ◦ MUSSA will present the Strategic Plan to the BOR in May along with the Tracking Spreadsheet.
       They will also present data from the Staff Satisfaction Survey. Ramie from Bozeman offered to be
       one of the presenters. Most campuses will be sending at least one representative to the May
       meeting in Great Falls.
     ◦ In regards to the Strategic Plan Tracking Spreadsheet, each campus will submit their pertinent
       information to Priscilla of Great Falls or Jennifer of Bozeman. They will compile the information
       and distribute it for review. It was also requested everyone note any changes or corrections that
       should be made to the spreadsheet.

IV. New Business
   • Wellness Survey
     ◦ Priscilla attended a conference in which they introduced a wellness survey. She wanted to know if
       anyone else had heard of this survey, and if so what their thoughts were. The wellness survey is
       regarding mental health and wellness of students. Many college students report feeling lonely
and depressed. Great Falls College is trying to put out a similar survey to their campus, though they are starting from the ground up as they have never attempted a wellness survey before. Ramie noted MUS WellChecks are now including mental wellness programs and have received great reviews. Billings shared information regarding Healthy Colleges Montana and their plan to do a wellness survey with their faculty/staff at MSUB. MSUB is a member of the American College Health Association and the cost is under $1000 to do this. They will be looking into funding sources across campus to cover the cost and will also share the survey with MUSSA.

V. Campus Reports

- **Bozeman**: Bozeman’s Staff Senate is starting their annual Staff Scholarship Program in which staff members and their dependents can apply for a scholarship. Funds are raised by staff and MSU. Last year 5 applicants were awarded. The subcommittees for reviewing the applications and fundraising have been formed. The Panhellenic and IFC President spoke at the last monthly meeting.

- **Butte**: Butte is in the middle of their chancellor search. They have narrowed the 50 candidates to 13 and these 13 candidates will be invited for initial interviews. They are hoping to bring 3-4 candidates to campus for final interviews and name the new chancellor in May. The campus is also going through a program prioritization.

- **Billings**: The new dean at the City College started January 2nd. Darrel was able to attend the Provost Council.

- **Great Falls**: no report.

- **Missoula**: was not present.

- **Havre**: no report.

- **Helena**: Helena noted there are a number of employee changes on their campus. They’ve initiated a new search for the Dean/CEO and are working with a search firm. Leadership announced a reorganization of facilities, business offices, bookstore, financial aid, and IT under an Administrative Dean of Administrative Affairs. Their Director of IT position is changing to a CIO with a greater emphasis on close communication and collaboration with UM’s IT Department. The Helena Staff Senate recently hosted a chili cook-off and are hosting a dessert social to express appreciation for their managers. A small group have deep cleaned the breakroom and are working on sprucing it up with new furnishings and supplies. The campus is going through a Strategic Enrollment Planning process to make data-informed decisions about strategies to grow enrollment.

Next Meeting: **Thursday, April 25, 2019 at 3 p.m.**

Meeting adjourned at 3:30 p.m.