

1. President Debra Bradley called the meeting to order at 5:15 at Library Conference room
2. **Present:** Jennifer Anderson, Debra Bradley, Jillian Couch, Margaret Christofferson, Marielle Simonson, Karen Terrell, Jane Stuart, Michelle Gallineaux, Linda Osterman
3. **Minutes:** Jennifer made motion to approve the meeting minutes from September 2015, Karen 2nd the motion. No discussion all approved.
4. **Treasurer's Report:** Jillian gave the treasurer's report as of Dec. 31, 2015. Report is attached. Approved.
5. **Old Business:**
  - I. Search Committees
    - a. More involvement needed by Classified Staff
    - b. Cannot be a legal search without Classified Staff member
  - II. Tobacco Survey
    - a. Academic Senate sent out Survey 12-14-15
    - b. 74 results
    - c. Academic Senate will decide what to do with results at next meeting
  - III. CBA- Collective Bargaining Agreement
    - a. Has been approved by BOR/OCHE
    - b. Signatures are being collected
    - c. Debra will give to Jillian to be posted on website once it arrives
    - d. Contains housekeeping and \$ .50 raises effective January 14, 2016
  - IV. Monkey Survey for Management Involvement
    - a. Jillian has no new development to report
6. **New Business:**
  - I. Vice-president position
    - a. Lourdes is no longer in a union position
    - b. Jenn Anderson has agreed to step into her place until elections in April
  - II. Trustee position- Odd year
    - a. Amanda is no longer in a union position

- b. Looking for a replacement
  - i. Karen volunteered as odd year trustee

## 7. Committee Reports

- I. LMC – Labor Management Committee
  - a. To meet for 1<sup>st</sup> time next week
  - b. Kathy sent out email asking for members to serve 2 years
    - i. Debra will serve another 2017
    - ii. Jenn's term is up January
      - 1. Jenn Re-upped for another term
      - 2. Jane volunteered to serve (2/16-1/18) term
    - iii. Linda will serve as an alternative
- II. MUSSA – Montana University System Staff Association
  - a. Debra is new President
    - i. Pushing for two year terms
  - b. Heading to Helena to meet with BOR
    - i. Topics are Student Success
    - ii. Going ahead with Classified Staff profiles
    - iii. BOR May meeting is in Havre
- III. UAC- University Advisory Council
  - a. Debra is current Staff member
    - i. Jenn will also be representing
- IV. Professional Development
  - a. Money is still available for on and off campus training
  - b. The forms are online under the Provost Office on the MSUN website
- V. IUBC
  - a. Debra explained commissioner's reasoning of eliminating the spot is to "get the IUBC to a manageable size"
  - b. Question came up regarding Norther's response to loss of Northern representation on committee
    - i. No response has been discussed

8. Next Meeting ~~April 14, 2016~~ March 10, 2016

9. Meeting Adjourned 5:50

Respectfully submitted,  
Jillian Couch  
Secretary/Treasurer