MUSSA Meeting – Videoconference
Thursday, October 5, 2015, 12:30 pm

Present:
MSU Billings Tiffini Iwen Sheri Steiner (vice chair)
MSU Bozeman Jacob Hahn Joan Ford
MSU Northern Debra Bradley (chair) Jennifer Anderson
Helena College Mary Ann George Brenda Johnson
UM Missoula Maria Mangold Jen Zellmer-Cuaresma

Not Present:
MSU Great Falls
UM Dillon
UM Butte

The video conference was called to order at 12:40 pm by MUSSA chair, Deb Bradley. Each location introduced the attendees.

Minutes from August 4, 2015 was unanimously approved.

Deb reported that Betsy Webb, Professional Development & Training Manager, provided three workshops for the staff at MSU Northern (Ethics, Creative Problem Solving, and Real Colors). Northern covered the cost of mileage, per diem, hotel accommodations and the $12 fee per workbook for the Real Colors session. Betsy is available to UM for training as well. Cindy Boies, Training & Development Manager, is Betsy U of M equivalent.

Maria Mangold reported NACADA had 131 registrants which was more than anticipated. She noted the Missoula will be hosting the 2017 regional meeting.

Chelsey Porter is no longer a MUSSA representative, but Jen Zellmer-Cuaresma is on the Diversity Advisory Council and will present information regarding the Inclusivity Survey information at the next meeting.

Maria talked about the book “Rebels at Work” and “unconferences,” unstructured conferences or meetings where individuals can drop in or leave sessions at will and without registering. If the topic is of interest and the attendee wishes to participate they would stay with the session if not they are free to move to a different session. Her next book club book is “Lean In” about how to approach and communicate your ideas to lead change.

Deb contacted the Regents regarding MUSSA breakfast meeting dates in January in Helena and May at a selected University by the Regents. She met with Regent Paul Tuss to discuss the January sessions and frequent cancellations of these sessions. She also mailed a letter to the Regents introducing the MUSSA members and asked for their input on issues or items they would like to see MUSSA work on. Deb plans to follow up with Regent Tuss regarding which day would work best for our breakfast in January meeting either Thursday or Friday.
Mary Ann George had posed changing the MUSSA Bylaw regarding officer term limits. According to Article VI – Amendment of Bylaws; “Amendments to these bylaws may be proposed by voting members. A majority of the voting members shall be necessary to approve amendments to these bylaws.” Mary Ann will work on a proposal.

Deb requested discussion for the next video conference session and upcoming January meeting. The question was raised regarding performance reviews for direct reports versus 360 degree reviews and requested a campus by campus report at the next video conference.

Joan will email a Doodle poll to select the best time and date for the December video conference. Judy will make arrangements once a date and time is selected. Mary Ann agreed to find a meeting space for MUSSA members prior to the Board of Regents breakfast meeting in Helena in January. The meeting adjourned at 1:30 pm.

CARRY OVER AGENDA ITEMS:
  - Inclusivity Survey update by Jen
  - Direct report performance review process reports by campus
  - Bylaw amendment proposal by Mary Ann
  - Confirmation of January BoR meeting by Debra

NEXT MUSSA VIDEO CONFERENCE:
  - December scheduled by Joan and Judy

NEXT MUSSA/BoR MEETING:
  - January 14-15, 2015 at Helena College University of Montana