GFCSSA Meeting Minutes

Call to order

A meeting of Great Falls College Staff Senate Association was held in Room B135 on 09/20/2018. Senators in attendance included Tony Bernatonis, Priscilla Azure, Josh Archey, Ben Truman, and Shannon Marr. Senators not in attendance included Greg Schauer, Laramie Smovir, and E.J. Suek. Others in attendance included Stacy Lowry. Meeting was called to order at 1:08 PM.

Approval of minutes

The June 21st meeting minutes were sent out via email to all constituents. A motion initiated to approve the minutes, no one opposed, motion passed. Minutes were approved unanimously.

Consent Items

No consent items.

Information Items

Website Update – Tony gave an update on the development of the staff webpage. The suggestion box, list of members, meeting information, Constitution, and Agenda Request form have been posted and available.

NASPA grant – Josh and Priscilla talked about the following items regarding the HCM grant:

- Brief overview of what NASPA and HCM (Healthy Colleges Montana) is.
- Onsite visit and approval of funding
  - $5,000 was received and will be split as follows:
    - $2,000 = student scholarships
    - $2,000 = materials or any other efforts used towards development of outside area or walking path
    - $1,000 – set aside for promotional efforts and a portion (not yet determined) of it will be for student recipients to use towards promotional efforts aimed towards students directly
- Student Scholarships
  - Who are the recipients? – Josh is in the process of informing student recipients. The students will be introduced at the next meeting. Each recipient receives $500.
  - What are their roles? – Josh and Priscilla are in the process of preparing an MOU (Memorandum of Understanding) to have the students sign. HCM requires that recipients of the scholarship are to have an active role in promoting healthy behaviors on campus and participating in chronic disease prevention.
  - When will the money be disbursed? $250 will be disbursed at the end of fall semester and the other $250 will be disbursed at the end of spring semester.
- What is the plan?
  - Walking path or outdoor space? We have $2,000 to work with. Recipients of the scholarship will have an opportunity to give other suggestions and/or ideas on what to move forward with.
Keep funds within the college as much as possible - work with Welding students to create and build equipment for outdoor area or mile markers for walking path, (Joel Sims approved). Purchase swag or promotional items through bookstore.

Staff Senates role – this is where the project originated so we want to keep senate involved and included in decision making and approving projects. Also, because everyone on campus will be utilizing the outdoor space and walking path.

There is a spreadsheet to keep track of the “outdoor space” plan. Josh and Priscilla asked other senators to review it and bring back feedback and/or questions at next meeting.

Other departments of the college are aware of the outdoor space and walking path. The departments informed were Maintenance (Gary), Business Office (Jillian), Trades (Joel), and Marketing & Development (Lew).

**Action Items**
No action items.

**Old Business**
Updates given on website and NASPA/HCM grant.

**Adjournment**
A motion was initiated to adjourn the meeting, no one opposed, motion passed. The meeting was adjourned at 1:57 PM.

Priscilla Azure 9-28-18
Secretary Date