
MSC Meeting Notes

Thursday, May 9, 2024 at 10am - 11am

<https://butte-edu.zoom.us/j/86828341613>

Approval of the Agenda

- Motion set forth, Corrinne seconded – all approved

Standing Committee Reports

Treasurer's Report

Jim Nicholas

- Jim asked to mention \$500 funds transferred to foundation for scholarships, happening this month.

Classified Senate

Sarah Woolsey

- Sara reminded us classified prof day is May 28th all classified staff should be released from duties if they don't want to go they do a normal work day.
- She asked for donations of prizes and will send the request via email.
- MSC is serving breakfast during classified day at Durham Park 8-9am. There will be a volunteer sign up email going out.
- District announcements had an RSVP form that went out as well, encourage your teams to sign up.

JPA Update - none

Chris Little

Planning & Budget Committee

Melisse Boyd

- Melisse shared they met recently and went over priorities for student services and instruction. Leadership will be reviewing prior to next meeting.
- Kim mentioned the next forum will be on Wed. the 22nd at 9am she will send an announcement

Technology Council

Wayne Brandt

- Wayne shared they still meet regularly next meeting is next meeting. Working on the Bi-laws then will send to leadership for review. Next they will look at the Charter.
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- We would like to have a gathering the week before flex week for 2 hours or so over breakfast or lunch the week of Aug 5-9
- Agenda will be to welcome new MSC folks, provide MSC updates, and prof dev.
- Best date for everyone?
 1. Julie mentioned institute day is morning of thurs the 8th.
 2. 10-2 on Wed the 7th? Allastair suggested
 3. Annie suggested Doodle Poll
- Tray mentioned in addition to the above gathering they want to have MSC spend a day together to do prof dev, maybe Trent Wakenight's onboarding training.
- Julie suggested Have Curtis come and speak changes to Title 9.

Onboarding Update

Tray Robinson

- Soon you will see a draft of the new onboarding process proposal with support from Trent Wakenight. It includes the existing process and future process that came out of diff ideas from the diff constituent groups. This will be a yearlong process.
- It will include recommendations of what needs to happen to implement the proposed process.
- Please provide feedback when you get the email. Tray will be presenting this to leadership in June. There are a lot of updates in the future plan so take your time to review it. There will be an executive summary as well as the entire document including a flow chart.
- MSC subgroup is looking at our onboarding process. They are developing a survey that will go out to MSC's in their first 30 days of hire to make sure they are getting what they need to be successful. Thanks Alastair, Annie Cheri and Corrine for helping.
- They will also be sending this to people hired in the last 2 year. Should go out in the next few months.

MSC Co Chair Position

Tray Robinson

- Carrie motioned to approve Denise as MSC co-chair Alastair seconded. Thanks Denise!

Upcoming Events

- End of the Year Gathering - June 13 at 5:30pm at the Blue Agave Room