



MONTANA STATE UNIVERSITY NORTHERN

Meeting Minutes

Labor Management Committee Meeting

October 23, 2013

Library Conference Room

3:00pm

Members: Debra Bradley, Jane Stuart, John Donaldson, Kathy Jaynes, Rebecca Nicholson, Tracey Jette, Vicki Gist,

Chair: Kathy Jaynes

Minutes: Debra Bradley

1. Meeting was called to order by Kathy at 3:04
2. Minutes from April 10, 2013 were approved via email and were brought forth for just a reminder of the meeting
3. Old Business – none brought forth
4. New Business –
 - a. Union Time VS Work Time
 - i. Was brought up that some departments cannot talk about the union or even mention the word union. Was decided that maybe some more training should be brought up to the departments so that all are more aware of the union environment and was is appropriate and/or inappropriate.
 - ii. Union meeting items should be discussed at union meetings and not at the work place.
 - b. Search Committees

- i. Classified members are needed for search committees. When asked to serve on a committee, the committee chair should be aware of your working schedule so that all committee members can be included as much as possible in the various meetings and decision-making processes. Also, supervisors of classified employees serving on committees need to be aware of the time commitment and hours away from work if required.

5. Other Business

- i. Summer Hours
 - 1. Jane Stuart stated that everyone that participated was ecstatic.
 - 2. Approval for Summer Hours should be sent out sooner so that day care and vacations can be planned ahead.
 - 3. Thanksgiving Closures
 - a. November 28 and 29, 2013
 - 4. Christmas Closures
 - a. December 25, 2013
 - 5. New Year's Closures
 - a. January 1, 2014

6. Next Meeting – mark your calendars!

- i. December 4, 2013

7. Kathy will send out meeting minutes for approval or corrections

8. Meeting adjourned at 3:34pm