

Montana State University All Staff Council Membership

Council Member Name		P= Present E = Excused Absence	A = Absent V = Vacant		
Whitney Hinshaw, Chair	P	Julie Clay, Chair Elect	P	Vacant, Past Chair	V
Kim Anderson, Member-at-Large	P	Nikki Tuss, Governance Chair	P	Amanda Tebay, Prof. Dev. Chair	P
Kristin Brill, Governance Committee	P	Madison Graff, Governance Comm.	P	Danica Weitz, Special Events Chair	P
Diane Robidou, Professional Dev	P	Gerre Maillet, Professional Dev	P	Melis Edwards, Special Events	A
Sidrah Watson, Special Events	A	Shawn Hudson, Special Events	P	Tia Brown, Budget Council	P
Jared Leonard, CSAC	P	Susan Andrus, ADA Advisory	P	Jonathan Dove, Outreach & Engage.	P
Patrick Baci, Parking Appeals	P	Monique Hill, PCSUW	P	Julie Brown, Personnel Bd, MUSSA	P
Colin Shaw, Planning Council	P	Nick Child, Research Council	P	Hayley Gerow, Rec Sports	P
Kimberly Hilmer, Space Management	P	McKenna Christensen, Classroom	P	Stephanie Breen, TAC	P
Shawn Long, UFPB	A	Cori Huttinga, PAAC	P	John Ooley, General Member	A
Kyla McNamara, General Member	P	Megan Lasso, General Member	P	Candace Mastel, General Member	P
Leslie Schroeder, Program Coord.	E				
Guests					
Terry Leist, VP Admin and Finance	P				
Jeannette Gray Gilbert, CHRO	P				

I. Call to Order

The meeting was called to order by Chair Whitney Hinshaw.

II. December 16, 2021 meeting minutes

December draft minutes were not sent out to Council members before the meeting, so they were not voted on for approval. Both 12.16.2020 draft minutes and 01.20.2021 draft minutes will be sent out prior to the February meeting.

III. Public Comment

None

IV. Previous Business

None

V. New Business

Bi-Weekly Payroll Update

Vice President of Administration and Finance – Terry Leist

Chief Human Resources Officer – Jeannette Grey Gilbert

- For all contract and classified salary employees, MSU needs to make an adjustment to the February paycheck (paid on March 11) as these hours are annualized.
- At the end of February, salaried employees will be paid more than the average working hours causing an overpayment for FY21.
- We do not have the fiscal authority to overpay salaried employees.
- This is a one-time adjustment that is only happening due to the transition to bi-weekly payroll.
- Employees will still be paid their annual salary.
- There will be a targeted communication sent to contract and classified salary employees.

- There are specific salary calculators in the targeted email communications to help employees calculate their adjusted gross salary for their March 11 paycheck.
- This does not affect hourly employees.
- Graduate stipends will not be impacted.
- Annual year faculty will also not be impacted. Instead of 10 pays, they will receive 20 pays.

VI. Public Comment

None

VII. Meeting adjourned

Lasso motioned, Huttinga seconded, meeting adjourned around 9:30 a.m.

Next meeting: February 17, 2021 at 9 – 10 a.m. via WebEx