1. Call to order, additions or corrections to the agenda. Guest Collette Campbell, Assistant Laboratory Manager with the Film and Photography School and chapter president of MPEA was present.

2. New members introduced themselves:
   a. Korrin Engel, Assistant Director - New Student Program in Admissions, joins Wendy McCarty as representatives on the Personnel Board.
   b. Candace Mastel, Assistant Planner in the Campus Planning Design & Construction, is the representative on the Parking and Transportation Advisory Council.

3. Minutes from the January 20, 2016 meeting were approved.

4. Committee Reports
   a. ASGL Association of Shared Governance Leaders (academic year) – Staff Senate chair – held a short meeting.
   b. Budget Council – Mandy St. Aubyn – will update at next Senate meeting.
   c. CSAC Campus Sustainability Advisory Council – Dave Clark – met and discussed updating the Council’s goals and objectives, how to add the MSU voice to the Bozeman transportation plan, funded the Bobcat Food Pantry and plan to plant a medicinal herb garden near Student Health.
   d. Facilities Advisory Committee – Justin van Almelo – no update.
   e. IUBC and MSU Benefits Committee – Ron Brekke, Kerri Marx, Ramie Pederson, and Sarah Rieger – new insurance cards reflecting the change to co-pays have been mailed, next IUBC meeting will be in late March the group will discussing changes to the medical plans and making the CHOICE handbook available online.
   f. NAIC/CoE Expansion – Rita Larby – did not meet but reported the Building and Parking committees are now combined and the Building design is at 50%. Link to the live Parking Garage web cam: http://www.montana.edu/pdc/projects/2016/parking-garage.html (not compatible with Internet Explorer).
   g. O&E Outreach & Engagement Council – Denise Hoepfner – no update.
   h. PTAC Parking & Transportation Advisory Committee – Candace Mastel – meeting is 2/22.
   i. Planning Council – Keely Holmes – met and discussed five things that affect retention and graduation 1) advising and mentoring, 2) support infrastructure, 3) technology, 4) student self-direction, and 5) unit implementation, also discussed was student diversity.
   j. President’s Commission on the State of University Women – did not meet.
   k. Recreational Sports and Fitness Advisory Board (academic year) – Scott MacFarlane – met and discussed charging student intramural groups a fee and adding a climbing boulder need the new freshman dorm.
   l. Space Management Committee – Milana Lazetich – met and discussed research space and location of the new dining hall on the north side of campus.
m. Tobacco Free Task Force – Peggy Lehmann – did not meet.

n. University Facilities Planning Board – Neil Jorgenson – met and discussed the Parking and Transportation master plan, emailed prior this meeting.

o. University Council – Staff Senate chair – met 2/3 voting was delayed on the Affiliated Campus Conflict of Interest Policy due to numerous comments, new items included: Payment to or Expense Reimbursement of University Departments and Employees and Affiliated Organizations will be posted and up for vote at the March meeting. A Strategic Plan progress report on the Access and Learning goals was presented.

p. Other Committee – President Cruzado requested the Senate chair’s participation on two committees: the 125th Founder’s Day planning committee celebration events in 2018 and MUS HR and MSU Bozeman HR campus committee to review job categorization and the pending FSLA, Fair Labor Standards Act, changes.

5. New and Old Business

a. There will be a special joint Professional Council and Staff Senate meeting to listen to information regarding a resolution brought before the City of Bozeman renaming Columbus Day to Indigenous People’s Day. This group has also asked MSU to support their resolution. President Cruzado has asked both representative organization to give her our opinion and feedback. Discussion will be held and vote upon at the 3/16 Staff Senate meeting. A PDF copy of the resolution will be mailed to Senators.

b. Guest speaker, Sara King, Compensation Manager with HR, discussed upcoming changes to the FLSA, Fair Labor Standards Act, those changes will effect classified staff. At this time the Act is fluid and the exact changes have not been implements. Also, MUS requested HR directors conduct a review job categorization in response to a recent audit. The Bozeman campus has formed a committee to discuss both the FLSA and job categorization. HR has a web page (http://www.montana.edu/hr/job-cat/index.html) to document the committees’ activities regarding; consistency across MUS, external reporting needs, and legal compliance.

6. Informational Items

a. MSU Leadership 360 (staff involvement on Dean/Dept. Head reviews) we will have a follow up meeting in April or May.

7. Updates and other business – none

8. Public Comment – none

9. The meeting adjourned at 10:55 am.

Next Meeting: Wednesday, March 16 in Reid 415