Staff Senate Meeting Minutes, October 19, 2016, SUB 233

1. The meeting was called to order. The agenda was corrected to include names of new committee representatives. Guests present: Sara King, Val Aughney, Eric Lopez and Dawn Silva, MSUA.F.

2. Minutes from the September 21, 2016 meeting were approved.

3. Guest speakers: Sara King, Human Resources, and Val Aughney, Personnel Officer HR, presented the latest information on the FLSA changes and job categorization project. FLSA changes will take effect December 1st and training and public information sessions will begin in November.

4. Guest speaker: Eric Lopez, ACE Fellow with the President’s Office, announced the Diversity Summit on November 1st with a follow up session or two in the spring. Senators were asked to write down the answer to a few questions to help prepare for the upcoming session.

5. New Business
   a. The MSU Retiree’s Association requested a non-voting seat on Staff Senate and will provide the retired classified representative for this seat. The proposal was discussed. Guest Dawn Silva, Associate Director of the Annual Fund with the Alumni Foundation, addressed questions regarding the revamped Association. Adding a retiree representative will require a bylaws update. A Bylaws Review Committee will be formed at the November Senate meeting. Until the Bylaws are amended to include a representative from the Association is welcome as a guest at Staff Senate meetings.
   b. Senators confirmed the Selection Committee’s recommendation for committee representatives: 1) Deb Chiolero to the Outreach and Engagement Council and 2) Jennifer Nesbitt to the Recreational Sports and Fitness Advisory Board.

6. Old Business
   a. The Staff Scholarship Committee – Sylvia, Ramie, Korrin, and Joan – reported it is including making funds available for the 200 +/- staff employees working at non-Bozeman locations and allowing those funds awarded to be used on other MUS universities or colleges. A presentation will be made at the November 2nd University Council meeting. Senators suggested including GPA in the application review process.

7. Committee Reports
   a. ASGL Association of Shared Governance Leaders (academic year) – Staff Senate chair – has not met.
   b. Budget Council – Mandy St. Aubyn – meets next week.
   c. Campus Sustainability Advisory Council – Dave Clark – met and will be awarding up to $2,000 in seed grant funds; a request to increase the maximum to $10,000 has been proposed; the Council and City of Bozeman are investigating car share programs; the pilot composting program was successful and is now funded; and the Council is reviewing and updating its responsibilities and mission.
   d. IUBC and MSU Benefits Committee – Ron Brekke, Kerri Marx, Ramie Pederson, and Sarah Rieger – did not meet.
   e. NAIC/CoE Expansion – Rita Larby – did not meet.
   g. PTAC Parking & Transportation Advisory Committee – Candace Mastel – did not meet.
h. Planning Council – Keely Holmes – emailed report. The Council met assessed progress on the Strategic Plan; what is needed for the upcoming accreditation process; looking at the growth in enrollment and metrics that have made their goal ahead of schedule; and discussed missing metrics.

i. President’s Commission on the State of University Women – Sylvia Sparkman – met and updating bylaws to allow non-members to participate on committees; discussed the upcoming Diversity Summit and speakers for spring 2017.


k. Space Management Committee – Milana Lazetich – met 10/7, the report was emailed 10/24 to Senators. The email reported ITC moving off-campus, International Programs requested additional space and a presentation on projected uses for Romney Hall

l. Tobacco Free Task Force – Peggy Lehmann – did not meet.


n. University Council – Senate chair – met 10/5 passed the Non-employee appointment process; posting a change to the Commemorative Tributes Policy; three presentations: 1) the City of Bozeman regarding Law & Justice Center and upcoming vote to fund the project; 2) Tobacco Prevention Task Force; and a Strategic Plan update on the Integration goal.

o. Other Committee
   i. 125th Founder’s Day planning committee – planning is ongoing.
   ii. MUS HR and MSU Bozeman HR campus committee – Sara and Val made a presentation to the Senate at this meeting.
   iii. MSU Leadership 360 Task Force (staff involvement on Dean/Dept. Head reviews) – Sylvia Sparkman – meeting in November.

8. Informational Items
   a. Lunch with President Cruzado, Friday, December 9, noon to 1 pm in SUB 233 lunch is being catered.
   b. Joint Professional Council / Staff Senate -- interested members may attend as schedules allow. Check PC web page for meeting dates and times: [http://www.montana.edu/professionalcouncil/](http://www.montana.edu/professionalcouncil/).

9. Updates and other business

10. Public Comment – none

11. The meeting adjourned at 10:53 am.

Next Meeting: Wednesday, November 16, SUB 233, 9-11 am