1. The meeting was called to order. Guests presents: Val Aughney, HR and Michelle Laxson, MSUAF.
2. Minutes from the October 19, 2016 meeting were approved.
3. Guest speaker: Val Aughney, Personnel Officer HR, presented the latest information on the FLSA changes and job categorization project. FLSA changes will take effect December 1st. Training and public information sessions will begin in November. Supervisors will be notifying affected employees soon.
4. New Business
   a. The chair called for volunteers to participate on a Bylaws Review Committee. Volunteers included Victoria Drummond, Keely Holmes, and Deb Chiolero.
5. Old Business
   a. The Staff Scholarship Committee – Sylvia, Ramie, Korrin, and Joan – Sylvia reported that she gave a presentation to the University Council and received favorable feedback. Joan reported that she met with the Alumni Foundation. They suggested changes to the application and cover/instruction page and requested we match their time table. The Office of Financial Aid will provide academic record oversight, a Scholarship Application Form (SAF) will accompany the Scholarship Selection Committee’s recommendations before it is forwarded to the Foundation. Korrin explained how FAFSA works for students pursuing federal student aid not just for low income students.
6. Committee Reports
   a. ASGL Association of Shared Governance Leaders (academic year) – Staff Senate chair – faculty, professional, and classified leadership met. No student leaders were available to attend. The groups goal is to meet monthly.
   b. Budget Council – Mandy St. Aubyn – meets next week.
   d. IUBC and MSU Benefits Committee – Ron Brekke, Kerri Marx, Ramie Pederson, and Sarah Rieger – IUBC met 9/21 & 22 in Helena. Spending is up slightly 6/15 to 6/16 for medical and Rx expenses but down slightly for dental. Results data for the Take Control Program supported the program’s success with improved cholesterol and blood pressure readings. More information available on the Staff Senate web page under Committee Reports.
   e. NAIC/CoE Expansion – Rita Larby – did not meet.
   f. O&E Outreach & Engagement Council – Deb Chiolero – met will update next month.
   g. PTAC Parking & Transportation Advisory Committee – Candace Mastel – Monday’s Parking Forum with very lightly attended, the next forum is 5 pm this afternoon; additional stork parking was approved; the Transit Master Plan will be discussed at a number of forums starting with ASMSU 11/17 at 6 pm. Improvements to Kagy are being reevaluated after the initial plan came back with a high price tag. A study shows a large number of folks with hang tags are parking in paid parking spaces. Purchasing day parking passes was removed when the Pay Lot was relocated the current process is more time consuming Senators wanted to know if a kiosk or other option for these kind of passes was being considered.
   h. Planning Council – Keely Holmes – did not meet.
i. President’s Commission on the State of University Women – Sylvia Sparkman – elected new leadership and committee chairs.

j. Recreational Sports and Fitness Advisory Board (academic year) – Jennifer Nesbitt – now has handicap access to the upper track; wireless connectivity was improved; some indoor tennis courts have been converted to other exercise options; lockable gender neutral / family locker rooms with shower space have new signs; considering expanding gym hours in the winter on Sunday’s; and are investigating acquisition of additional field space.

k. Space Management Committee – Milana Lazetich – met 11/4 a proposition was made to renovate a room in Lewis Hall changing the functional use to research space and adding a small office with moveable walls; other space updates were ITC moved out of the basement of Renne and 1106 S. 6th Street used by Health Advancement does not meet State law; and MSU participated in a space study hosted by New Mexico State University which reported MSU makes an efficient use of its space. The Study will be posted online soon.

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


n. University Council – Senate chair – met 11/2 Sylvia made a presentation regarding the MSU Staff Scholarship; the Foundation presented updates to their fund awarding process; an update on the upcoming Diversity Summit was presented and Counselling and Psychology talked about student access to services helped keep those students in school.

o. Other Committee
   i. 125th Founder’s Day planning committee – planning is ongoing.
   ii. MUS HR and MSU Bozeman HR campus committee – Val updated information at this Senate meeting.
   iii. MSU Leadership 360 Task Force (staff involvement on Dean/Dept. Head reviews) – Sylvia Sparkman – progressing, next meeting is in December.
   iv. Foundation Task Force – Sara Rieger & Lyle Williams – had their first meeting, it was a recap of the presentation made to the Senate a few months ago.

7. 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/.

8. Updates and other business

9. Public Comment
   a. Michelle Laxson clarified that the Alumni Foundation’s mission was engagement as well as fundraising. The Retirees will have a holiday social in December, date TBD.

10. The meeting adjourned at 10:27 am.

Next Meeting: Wednesday, December 21, SUB 168, 9-11 am