1. The Staff Senate meeting was called to order. Newly selected representative to the Parking Appeals Board, Jane Crawford, was introduced. Guests Cathy Hasenpflug and Liz Bradley were present.

2. Minutes from the September 20, 2017 meeting was approved.

3. Guest speaker – Cathy Hasenpflug, Chief Human Resource Officer, gave an update on the MUS job categorization (JCat) project. The 16-MUS campuses are working to form job categories that are standardized across the system per a Legislative audit recommendation. The project is 50% complete at a system level and has identified over 100 different categories. Upon complete MUS will be able to gather and report job titles, numbers per unit, compensation, identify what portion of employees have direct student interaction, and other data. Cathy also discussed items from the MUSSA survey such as employee turnover which presents reporting challenges she noted changes are coming. Liz Bradley, Personnel Officer managing the Professional Development and Training group, had Senator participate in a crowd sourcing exercise to identified to top 10 training needs. Information gathered from Staff Senate and other governance groups will identify training needs and guide training opportunities.

4. New Business
   a. Sylvia Sparkman announced her retirement, she will continue to attend committee meetings but resigned her position as Staff Senate chair. Vice chair, Ramie Pederson was elected as chair. Candace Mastel volunteered to fill the vice chair opening and Senators present voted her into that role.
   b. Jane Crawford introduced herself as the new Parking Appeals Board rep.

5. Committee Reports
   a. ASGL Association of Shared Governance Leaders (academic year) – Staff Senate chair – did not meet.
   b. Budget Council – David Reese – met 9/26 additional state budget reductions are unknown; current budget information at http://www.mus.edu/data/operating_budgets/FY18/FY18-OperatingBudgets.asp. A question regarding information reported to the NWCCU accreditation committee was raised. The office was asked to identify the employee data sources sited and email to Senators.
   c. CSAC Campus Sustainability Advisory Council – Dave Clark – will report in November.
d. IUBC and MSU Benefits Committee – Ron Brekke, Kerri Marx, Ramie Pederson, and Sarah Rieger – handed out a financial report. A plan change meeting will be held 11/8 to discuss possible July 2018 CHOICES changes.


f. PTAC Parking & Transportation Advisory Committee – Candace Mastel – no update.

g. Planning Council – Keely Holmes – met 9/27. Three speakers made presentations on the Graduate School, Space Management Policy, and Accreditation. A subcommittee will be bringing consultants to campus as part of the selection process.

h. President’s Commission on the State of University Women – Sylvia Sparkman – met and discussed the diversity inclusion report and activities for the 125th anniversary celebration.

i. Recreational Sports and Fitness Advisory Board (academic year) – Jennifer Nesbitt – met and discussed the success of “drop-in” summer camp, will be hiring 2-3 graduate students, they are having space issues, and are moving the boxing space to a new location.

j. Space Management Committee – Milana Lazetich – will report in November.

k. Tobacco Free Task Force – Peggy Lehmann – had a cleanup day and collected a huge number of cigarette butts, a new campaign that focuses on litter will begin soon.

l. UFPB University Facilities Planning Board – Glen Steinhoff – met, he reported that the sign on Swingle has been installed and received information on capital planning and the long-range building plan.

m. UFPB Public Art Committee – Keely Holmes – did not meet.

n. University Council – Staff Senate chair – met 10/4 approved the Enterprise Data Stewardship policy and name change for the Diversity Awareness Office; presentations on the Access goal of the Strategic Plan and MSU TechLink Center.

6. Other Committee reports:
   a. HR Policy Task Force – Sylvia Sparkman – met and reviewed HR policies.

7. MUSSA Montana University Systems Staff Association – Sylvia Sparkman, Ramie Pederson, Kasia Maison, and Candace Mastel – themes were presented noting that compensation impacted all six theme areas. Narrowing these themes and identifying ways to influence change will be discussed at the November meeting.

8. Informational Items
   a. Board of Regents meeting 11/15 with Staff Senate & Professional Council 4-5 pm
   b. MSU’s 125th anniversary begins on Feb. 16, 2018, celebrating the 2/16 1893 establishment of the Agricultural College of the State of Montana, now MSU.
   c. Professional Council meetings at http://www.montana.edu/professionalcouncil/

9. Updates and other business


11. The meeting adjourned at 11:00 am.

Next Meeting: Wednesday, October 18, 9-11 am in SUB 168