I. Call to Order
- The meeting was called to order by Chair Ramie Pederson.

II. Approval of Minutes
- The November 15, 2017 Minutes were approved.

III. New Business
- Heidi Gagnon from Administration and Finance spoke to the Senate regarding the retirement of Joan Ford, Program Coordinator, and introduced Lisa Hespen, who will be taking on Joan’s duties on an interim basis until permanent plans are made.
- Joining Professional Council and Staff Senate:
  The Senate considered the possibility of merging Professional Council and Staff Senate and the potential pros and cons were discussed at length. It was decided more information regarding this option was needed.

IV. Old Business
- Alumni Foundation MOU Background and Update:
  **Background:** In August a draft for a Memorandum of understanding between MSU and MSUAF regarding the Faculty and Staff Engagement Plan was created. The sticking point became the security of the data MSUAF was requesting. At one point the Foundation sent a redlined plan with Memorandum changed to Agreement and the data security removed and vague reference to the Main agreement between MSU and MSUAF. Members were unable to find said agreement on the MSU website or the MSUAF website, but did finally find a copy in the BOR minutes as this is approved by the BOR.
  The Alumni Foundation President, basically said that they would revisit a Faculty Staff Engagement Initiative in the future. There were concerns with both the opt-out/opt-in portion and data security. This issue of the opt out/opt in and the data sharing is now on the PMO docket and any future agreement regarding data sharing will need to be signed off by the Data Stewards per the updated Data Stewardship Policy.
  **Update:** It was determined policy was being followed and no further action was needed at this time in regard to this topic and further noted Staff Senate needed to be diligent in watching when this comes back around and ensure existing policy is adhered to.
- Bureau of Economic & Business Research:
  Members were asked if there was any interest in inviting BOR Vice Chair Robert Nystuen to MSU to provide an informational presentation regarding Mill Levy 6. It was stressed that Mr. Nystuen would only provide basic facts
on what the Mill Levy 6 is and would not discuss opinions or views of said Levy. More discussion on the matter was requested and this topic will be examined again at a later meeting.

V. Committee Reports

- **Association of Shared Governance Leaders (ASGL)** - no report.
- **Budget Council** *(David Reese)*: The mission of Budget Council was briefly discussed. The majority of the time was spent looking at how the budget model works and what the drivers are. Members will be contacting units to get their opinions on drivers and impacts. The goal is to make the process more transparent and members believed they were moving in the right direction.
- **Campus Sustainability Advisory Council** *(CSAC, Dave Clark)* - no report.
- **MSU Benefits** *(Kerri Marx, Ramie Pederson, Sarah Rieger)* - The Montana University System (MUS) is pleased to announce several changes to the MUS Retirement Plans, effective February 1, 2018. For more information and a schedule of presentations by, and consultation opportunities with TIAA, please see the HR website.
- **Outreach & Engagement Council** *(Deb Chiolero)* - no report.
- **Parking & Transportation Advisory Council** *(PTAC, Candace Mastel)* - no report.
- **Planning Council** *(Keely Holmes)* - no report.
- **President’s Commission on the Status of University Women** *(Sylvia Sparkman)* - no report. Note: Sylvia Sparkman will be retiring and as such a replacement will need to be selected when she retires.
- **Recreational Sports & Fitness Advisory Board** *(Jennifer Nesbitt)* - the lighting replacement project has been completed. An update on the climbing wall was provided and it was noted the designs were completed and construction was slated to begin in January. Cameras will be installed at the fitness center with signs being posted when said cameras are operational. The potential of updating the racquetball space as well as opening a smoothie bar at the fitness center was also discussed.
- **Space Management** *(Milana Lazetich)* - Labs were needed for 4 new grad students and space was provided in Leon Johnson. Candace and Walt spoke to the council regarding the maintenance plan, which includes work on one building per month, with every building be reviewed and/or updated every 3 years. More information regarding the recommendations for the final space policy will be provided at a later date.
- **Tobacco Free Task Force** *(Peggy Lehmann)* - no report.
- **UFPB University Facilities Planning Board** *(Glenn Steinhoff)* - A proposal was received in regards to graffiti art in the parking garage. The work will be done by a student and will hopefully commence in the Spring. There was discussion regarding the new residence hall and it was noted that they were seeking input from homeowners in the area in regard to what impacts the new hall will have on the available sunlight to homeowners. Parking to accommodate the new hall was also addressed.
- **UFPB Public Arts Committee** *(Keely Holmes)* - no report.
- **University Council** *(Rami Pederson)* - President Cruzado provided an update on the status of Provost Bob Mokwa, who is at home recovering. Bob Hietala was recognized for receiving the Prospera 2017 Economic Leadership Award. John Howe introduced the Space Management Policy, Kellie provided an update on the Sports Facilities Policy Manual, Ian provided an update on the Learning Objective measures, and Tom McNab gave a report on the Community Design Center. There will be a Town Hall meeting regarding the Accreditation report December 12, 2017 from 3:30-5 p.m. in SUB Ballroom A.
- **Other: HR Policy Task Force** *(Milana Lazetich & Sylvia Sparkman)* - The committee is currently focusing on cleaning up and correcting the language of the policies.

VI. MUSSA

- Employee Satisfaction Survey: MUSSA members are working on finalizing the written report which will be discussed at the January BOR meeting. Turnover data that was collected from each campus will be included in said report along with a campus report.

VII. Informational Items
MSU’s 125th Anniversary Celebration will begin on February 16, 2018 (the official anniversary date), with events scheduled throughout the year to celebrate this momentous achievement.

VIII. Updates & Other Business

- None.

Next Meeting: January 17, 2018 9:00-11:00 a.m. in SUB Rm. #168

Meeting was adjourned.