

**University Council MINUTES**  
**Wednesday, August 14, 2019**  
**8:30 AM - 10:00 AM**  
**SUB 233**

**Members:**

Waded Cruzado, Daniel Adams, Dean Adams, Kenning Arlitsch, Eric Austin, Sreekala Bajwa, Taylor Blossom, Matt Caires, Leon Costello, Chris Dobbs, Ariel Donohue, Dan Edelman, Tracy Ellig, Chris Fastnow, Miley Gonzalez, Stephanie Gray, Jeannette Grey-Gilbert, Brett Gunnink, Alison Harmon, Maggie Hayes, Robert Hawks, James Joyce, Chris Kearns, Greg Kegel, Ilse-Mari Lee, Terry Leist, Erika Matsuda, Bob Mokwa, Chris Murray, Kim Obbink, Craig Ogilvie, Ramie Pederson, Kellie Peterson, Mark Ranalli, Nicol Rae, Leslie Schmidt, Sarah Shannon, Emily Stark, Dan Stevenson, Cody Stone, Michael Trotter, Susan Wolff

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I. Call to Order

*President Waded Cruzado*

President Cruzado called the meeting to order at 8:30 AM.

II. Approval of Minutes for May 1, 2019

Chris Fastnow moved to approve minutes; Tracy Ellig seconded and the minutes were approved unanimously.

III. University Wide Information/Announcements

President Cruzado welcomed everyone back to a new academic year and welcomed new members: Stephanie Gray, Craig Ogilvie, Leslie Schmidt, Sophia Elias, Eric Austin, and Michael Trotter.

Convocation will be held on August 22 with best-selling author of "Educated", Tara Westover.

President Cruzado recognized Chancellor Edelman on his recent award and there was a ceremonial cake cutting in his honor.

IV. Public Comment

There was no public comment.

V. New Items

A. Credit Card Policy

*Kellie Peterson, Legal Counsel*

Kellie Peterson stated at the request of University Business Services, they have separated out the policy from the procedures so procedures may be modified as laws change. The proposed credit card policy relates to accepting credit card payments. Since the requirements for compliance with the standards of the credit card industry are subject to change, this policy will allow the university to make necessary changes to procedures without having to revise policy each time the standards change. This policy replaces Section 370, "Credit Card Merchant Policy," in MSU's Business Procedures Manual.

B. International Travel Policy  
*Kellie Peterson, Legal Counsel*

The proposed revisions to the international travel policy are intended to make the policy more user-friendly. The revised policy includes updates, clarified definitions and pre-trip requirements to better support members of the MSU community who travel internationally in association with the university. This is a OneMSU (four-campus) policy.

C. MSU All Staff Council  
*Ramie Pederson, Staff Senate*

Presentation given by Julie Clay and Ramie Pederson sharing the formation of a single staff shared governance organization combining Professional Council and Staff Senate to Montana State University All Staff Council (MSUASC). They will have 33 elected council members, shared organization chart with 5 voting members and 3 non-voting members. More information and foundational agreements may be found at [www.montana.edu/msuasc](http://www.montana.edu/msuasc). They provided a handout with additional information.

Dean Gunnick asked questioned of Legal Counsel. Jim Mitchell applauded the formation of the MSUASC. Dean Shannnon asked how to include remote employees as part of the land grant mission.

Following questions, Terry Leist moved to suspend the rules to dispense with the second reading to allow for an immediate vote; this was seconded by Chris Fastnow.

University Council proceeded with the motion to suspend rules and the motion to suspend rules was unanimously approved.

Dean Adams moved to approve the MSU All Staff Council, and it was seconded by Leslie Schmidt to approve the Montana State University All Staff Council and the motion was unanimously approved. Upon the approval, there was a ceremonial signing with President Cruzado, Glen Steinhoff and Terry Leist.

VI. Informational Items

A. Know Your MSU: STARS & Sustainability  
*Kristin Blackler, Director, Office of Sustainability*

MSU's recycling program started with students: recycling, sustainability and everything else. STARS is a voluntary self-reporting framework and a global sustainability standard created for higher education. MSU has achieved a Silver rating in the STARS program. 800 participating institutions in higher education participate. MSU's awards include: Bee Campus, Tree Campus, Bicycle friendly campus, STARS silver rating and food services sustainability recognition. They are working on the MSU sustainability strategic plan and will work towards Gold status in the next two years. There is a sustainability minor certificate

offered on campus and more information on the Office of Sustainability may be found at: [www.montana.edu/sustainability](http://www.montana.edu/sustainability).

Questions were asked of Cathy Whitlock, Alison Harmon and Bob Hawks. Terry Leist highlighted Geo-thermal fields for buildings on campus like JABS Hall, Norm Asbjornson Hall and American Indian Hall. In the coming years, they are looking at electric vehicles and solar energy on campus.

B. Hilleman 100<sup>th</sup> Celebration

*Carina Beck, Director, Allen Yarnell Center for Student Success*

Dr. Hilleman's birthday is on August 30 to acknowledge Miles City native and pioneer in science. Video produced by university communications was shown. On August 16, MSU will welcome the Hilleman family to campus for the president's welcome luncheon and the 2019 cohort. Carina also shared that on August 30 Dr. Hilleman's birthday celebration kits will be delivered to 100 classrooms across campus. There is currently a petition google doodle to acknowledge Dr. Hilleman on August 30.

Joe Carey, student in cell biology and neuroscience, offered a student research perspective and mentorship insight to the MSU Hilleman scholars cohorts.

President Cruzado shared remarks on the power of inspiration and overcoming odds. Mark Jutila shared name of Dr. Maurice Hilleman to President Cruzado and from there the Hilleman scholars evolved in collaboration with Carina Beck.

C. Choosing Promise: FY2021 Planning Council's Strategic Priority Goals

*Chris Fastnow, Director, Office of Planning & Analysis*

Chris Fastnow provided an update on Planning Council's strategic priority goals from Choosing Promise for planning and budgeting in fiscal year 2021. For more information, please check out their website:

<http://www.montana.edu/planningcouncil/>

VII. Public Comment

There were no public comments.

VIII. Updates

CEO Susan Wolff provided an update from MSU Great Falls College on cyber defense designation and provided a handout with August 2019 highlights across campus.

Chancellor Edelman shared milestone contributions from MSU Billings and thanked University Council for the earlier recognition.

Chancellor Kegel shared update on the new stadium from MSU Northern and provided an report on Northern's updates.

**NOTE: The next University Council meeting is scheduled for Wednesday, September 4, from 8:30 AM - 10:00 AM.**