

# **NDSU STAFF SENATE EXECUTIVE COMMITTEE MEETING MINUTES**

**July 20, 2011, 9:30 – 11:00 a.m.**

**Location: Research 1, Room 202**

## **I. Call Meeting to Order**

Laura Dallmann called meeting to order at 9:32 a.m.

Attendees: Kathy Backen-Andersen, Kelly Bisek, Laura Dallmann, Jodi Pierce, Liz Thompson and Jeri Vaudrin.

Absent: Cole Davidson, LaDonna DeGeldere, Colette Erickson and Kris Mickelson

## **II. Approval of the Agenda MOTION:** (Pierce/Vaudrin) to approve agenda as amended. **MOTION CARRIED.**

## **III. Approval of the June 15, 2011 Staff Senate Executive Committee minutes MOTION:** (Pierce/Backen-Andersen) to approve the minutes **MOTION CARRIED.**

## **IV. Treasurer's Report – Kathy Backen-Andersen**

Agency - \$1,242.79

Appropriated - \$1,142.00

Local - \$7,053.00

## **V. Membership Report – Jodi Pierce – Attached**

## **VI. Committee Reports**

### **Standing Committees:**

- A. Bylaws – The Bylaws Committee had their first meeting on July 11, 2011. Vince Anderson is the chair. They started reviewing the changes that need to be addressed. They discussed the potential of removing the term limits on Staff Senate members. Cole Davidson and Bill Lenarz are working on a mission statement with the Gunkelman committee. Duties of the Communications Officer will include being the chair of the Public Relations Committee. Other duties would include reporting issues/activities from each of our Staff Senate and Executive Committee meetings. The Communications Officer would use the Public Relations Committee as a resource to make sure the information gets posted to the proper advertising medium.
- B. Election – no report
- C. Legislative – no report
- D. Program – no report
- E. Public Relations - The Messenger will be going out three times a year, once each semester. Special editions will be published as needed. The homecoming theme this year is "Around the world, feel free to roam, but remember your home." October 1, 2011 is the date for the homecoming. Lynn Ehlen is leading the update of the Staff Senate brochure.
- F. Scholarship – no report.
- G. Staff Development - Bruce Bollinger is presenting his Salary Administration Process presentation on August 11, 2011 in the Century Theater.
- H. Staff Recognition – no report

## **VII. Other Committees:**

Policy Coordination Committee

Policies for Information: none

Policies for Input: none

## **VIII. NDUS Staff Senate**

No report. The Bylaws Committee is going to look into the membership terms of the NDUS Staff Senate.

## **IX. President's Cabinet**

No report.

**X. Unfinished Business**

Committee year-end reports needed from Public Relations and the Bylaws committees.

**XI. New Business**

- Staff Appreciation Day – Laura will be sending out an e-mail regarding the Staff Appreciation Day. LaDonna has contacted Liz Thompson for the total number of staff members in the Fargo location.
- Global Council Nomination – the newly created NDSU Global Council will begin in September, 2011. The council membership will work in partnership to articulate a vision for comprehensive institutional internationalization, conduct an extensive review of current internationalization efforts and activities, and develop a strategic internationalization plan for NDSU. The scope of the Global Council's charge is to request broad representation from the campus and community.

**XII. Future Discussion**

**XIII. Advisor Comments**

No comments.

**XIV. President's Comments**

Thank you to everyone who attended the Staff Appreciation Committee meeting.

**XV. Announcements**

**XVI. Adjourn**

Meeting adjourned at 10:43 a.m.

**Next Meeting:** *Staff Senate (Committee Meetings – if interested) – August 3, 2011 at 9:30 am, can be held in the MU Great Room*  
*Staff Sen. Exec – August 17, 2011 at 9:30 a.m., in StopNGo Center, HR/Payroll Conference Room*







**STAFF SENATE ATTENDANCE REPORT**  
2011-2012

<b>Senator</b>		<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>
Paula	Schneider	X	-	-									
Angela	Seewald-Marquardt	X	N	N									
Anna	Sheppard	X	O	O									
Mary	Sinner	X	-	-									
Dale	Summers	X	M	M									
Elizabeth	Thompson	X	T	T									
Janine	Trowbridge	X	G	G									
Jeri	Vaudrin	X	-	-									
Sheila	Watson	P	-	-									
Elizabeth	Worth	X	-	-									

Ex - Excused

P – Proxy

X – Present