

NDSU STAFF SENATE EXECUTIVE COMMITTEE MEETING MINUTES

February 17, 2012, 9:30 – 11:00 a.m.

Location: Electrical Engineering, Room 217

I. Call Meeting to Order

Laura Dallmann called meeting to order at 9:30 a.m.

Executive Members Present: Kelly Bisek, Laura Dallmann, Cole Davidson, LaDonna DeGeldere, Wendy Gibson, Kris Mickelson, Jodi Pierce, Liz Thompson and Jeri Vaudrin

Executive Members Absent: Kathy Backen-Andersen and Colette Erickson

II. Approval of the Agenda

MOTION: (Mickelson/Davidson) to approve agenda as changed. MOTION CARRIED.

III. Approval of the February 1, 2012 Staff Senate minutes

MOTION: (Pierce/Vaudrin) to change the Presidents Report. MOTION CARRIED.

IV. Approval of the January 18, 2012 Staff Senate Executive Committee minutes

MOTION: (Bisek/Gibson) to approve minutes. Added Jodi Pierce to the Absentee list. MOTION CARRIED.

V. Treasurer's Report – no report

VI. Membership Report – Jodi Pierce – Attachment 1

VII. Standing Committee Reports

A. Bylaws – went through the current Staff Senate bylaws.

B. Election – Kris Mickelson – the committee will meet 2/21/2012. The committee is putting together the e-mail to announce the nominations, reviewing the checklist, sending an e-mail to remind current AT-Large Senators if they want to rerun for another term. On March 1-15 nominations are being accepted. Wendy Gibson to put on the Event Calendar. March 22 – 29 are the elections. Kris Mickelson wanted to just thank Kelly Bisek and his Election Committee rock stars, they have been so helpful to Kris.

C. Legislative – no report

D. Program – In March we have two programs, Dean Wittrock and the Community of Respect.

E. Public Relations – The newsletter is almost complete, just needs a few more items. Wendy Gibson has put some items out on the Event Calendar.

F. Scholarship – The committee is in the midst of a dilemma with having a raffle. The license has a limit of \$12,000 in prizes per year for organizations, that is for the entire NDSU. In prizes, we need to partner with someone else, off-campus in order to be able to get the license.

G. Staff Development – Discover U was a total success.

H. Staff Recognition – no report

I. Valentine's Ball – Laura Dallmann met with Vicki Miller and Bill Lenarz. The Residence Life Association will pay the \$2,000. that they had agreed to pay and we will pay for the setup. All money made will be put toward the student scholarships. Bill Lenarz is suggesting that we track the faculty, staff and student ticket sales. LaDonna DeGeldere has a video of last year's Valentine Ball that needs to get loaded so it can be played at the Memorial Union during the ticket sales.

J. Gunkelman Award – no report

VIII. Other Committee Reports

A. NDUS Staff Senate – Next meeting is March 13, 2012 on the website.

B. COSE – Next meeting is in April, 2012 in Bismarck.

C. Senate Coordinating Committee – No policies for input or information. Next meeting is February 29, 2012.

D. Policy 103 Committee – no report

E. Traffic Issues Committee – no report

- F. Committee Review Committee – Every year they would like to have the committee elect a Vice Chair in order to have a fill-in to the Chair. Encourage the new members to be a Vice Chair, it allows them to have a chance to watch what the committee does before they commit as a Chair. Request that each of the committees put together a calendar of their major events that can be posted on the Staff Senate website. Expectations of annual report submitted to the Executive Committee. We need to purchase USB drives for each of the committees. We will check on getting a shared drive set up that can be used by the Staff Senate. We could also look at Google Docs, or some other service. Just a few options.

IX. President's Cabinet

Tuition Waiver Resolution – talks are going on throughout the state and there has been a taskforce setup. They are looking at it more as professional development. There is talk of a taskforce setup to encourage all the campuses in North Dakota to be tobacco free rather than smoke free. Since there has been negative coverage around the state of ND, if we have anything positive to put in the paper, please send it in. Academic roadmap from President Rafert March 6 & 7, 2012 in the Century Theater at 3:00 – 5:00 p.m. Looking to change our rivalry from UND to SDSU. We want to get away from the issues that UND is having with their logo. The General Counsel search process continues.

X. Unfinished Business

Staff Senate Senator Appreciation (tabled – may not get to it this year).

XI. New Business

- A. Marketplace Use – Each store needs to have a manager. Maybe the Treasurer could be in charge of this, the person needs to have access to the Finance Module. We can sell things on-line with credit card payments. Kelly Bisek will check with Kathy Backen-Andersen to see if she wants to be in charge of the store. Add to unfinished business for next month.
- B. Do we need to add a resource list on the Staff Senate website?
- C. Senator Orientation – Kelly Bisek asked Jodi Pierce if she needs some help with the Orientation. Kris Mickelson and Kelly Bisek to help Jodi Pierce with the Staff Senator Orientation. Staff Senate Executive Committee need to attend the Senator Orientation.
- D. Staff Appreciation Day-To Include Senate Nominations – If there is interest Kelly Bisek would like to do this during the Staff Senator Appreciation Day. March 8, 2012 we will have the Staff Appreciation Event – PR Committee is in charge.

XII. Future Discussion

The staff received an e-mail that Staff Senate will be sponsoring a Relay for Life. The issue was brought up because it said that "Staff Senate is sponsoring . . ." it should have said that "Staff Members from Staff Senate are going to be creating a Team for the Relay for Life". Use of Staff Senate name policy – tabled.

XIII. Advisor Comments – no comments

XIV. President's Comments

- State Board of Higher Education (SBHE) is having a meeting February 23, 2012 in Wahpeton, staff members are encouraged to attend.
- The newer laptop was given to Liz Thompson, Staff Senate Secretary. Liz gave the older Staff Senate laptop to Wendy Gibson for the Public Relations committee to use.
- Maximizing Efficiencies – Centralization of different offices. Laura Dallmann has been asked to be on the panel.

XV. Announcements

XVI. Adjourn

Meeting adjourned 11:12 a.m.

Next Meeting: *Staff Senate – March 7, 2012 at 9:30am, in the MU, Great Room*
Staff Senate Exec – March 21, 2012 at 9:30a.m., in Ceres Hall, Rm TBA

Senator		J	J	A	S	O	N	D	J	F	M	A	M
Vance	Olson	X	I	I	X	X	X	X	X	X			
Megan	Paradis	X	N	N	X	P	X	X	X	X			
Shauna	Pederson	X	G	G	X	X	X	X	A	X			
Jodi	Pierce	X	-	-	X	X	X	X	X	X			
Rita	Prunty	P	-	-	X	X	X	X	X	X			
Lori	Rezac	Elected in November					X	X	X	X			
CeCe	Rohwedder	P	-	-	X	P	X	P	X	X			
Paula	Schneider	X	-	-	X	X	X	X	X	X			
Angela	Seewald-Marquardt	X	-	-	A	X	X	X	X	X			
Anna	Sheppard	X	N	N	X	X	X	X	X	X			
Mary	Sinner	X	O	O	X	X	X	X	X	P			
Deven	Styczynski	Elected in November					X	X	X	X			
Dale	Summers	X	M	M	X	X	X	X	X	X			
Elizabeth	Thompson	X	T	T	X	X	X	P	X	X			
Janine	Trowbridge	X	G	G	X	X	X	X	A	X			
Jeri	Vaudrin	X	-	-	X	X	P	X	X	P			
Sheila	Watson	P	-	-	X	X	X	X	X	X			
Elizabeth	Worth	X	-	-	X	P	X	X	X	X			

A – Absent

Ex – Excused

M – Medical

P – Proxy

W – work conflict

X – Present