

NDSU STAFF SENATE EXECUTIVE COMMITTEE MEETING MINUTES

November 16, 2011, 9:30 – 11:00 a.m.

Location: Ceres Hall, Room 116

I. Call Meeting to Order

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

Present: Kathy Backen-Andersen, Kelly Bisek, Laura Dallmann, Cole Davidson, LaDonna DeGeldere, Kris Mickelson, Jodi Pierce, Liz Thompson, and Jeri Vaudrin.

II. Approval of the Agenda

MOTION (Vaudrin/Davidson): to approve Agenda **MOTION CARRIED.**

III. Approval of the November 2, 2011 Staff Senate minutes

MOTION (Mickelson/Davidson): to approve minutes. **MOTION CARRIED.** Change the amount of the local fund \$13,880.88 Section: XI., F. 1. change Target to Walmart, Change Laurie Rezac to Lori Rezac throughout minutes. All in favor of minutes as amended.

MOTION CARRIED.

IV. Approval of the October 19, 2011 Staff Senate Executive Committee minutes.

MOTION (Davidson/Pierce): to approve minutes. Add Kelly Bisek as absent. **MOTION CARRIED.**

V. Treasurer's Report – Kathy Backen-Andersen

Local - \$13,880.88

Agency - \$0

Appropriated - \$1089.

Kathy and Laura to review off-line.

VI. Membership Report – Jodi Pierce (see Attachment 1)

Jodi has updated the Staff Senate Attendance Report with the new Senators. We have one person Amanda Ferguson that has missed 4 meetings and Jodi is going to send her a letter about her missed absences.

VII. Standing Committee Reports:

A. Bylaws – An updated version has been sent to Laura Dallmann for review.

B. Election – Need three Senators. We have gotten new Senators, but with the turnover of some Staff we have been left short again. Kelly Bisek: We could have a quarterly meeting to invite new staff to a social before or after a Staff Senate meeting. Does Brittnee Steckler hand out Staff Senate flyers during Benefit Sessions? Yes.

C. Legislative – no report

D. Program – We do not need to have a program every meeting. Maybe we have a program every other meeting.

E. Public Relations – no report, slowed down until next Messenger is due out next semester.

F. Scholarship – no report

G. Staff Development – Discover U – Do we want to send out a reminder for everyone that wants to attend should get signed up? Cole Davidson and Kristy Mickelson are going to work on what Learning Incomes are expected to be taken away from the Discover U. Then send to the Senators listserv and also send out for people to present at their Staff Meetings.

H. Staff Recognition – There are a few Campus Kudos that are going to be presented at the Staff Senate meeting.

I. Valentine's Ball – It is unlikely that Student Government be able to contribute to the Valentine's Ball fund. Staff Senate typically contributes \$1,500 for the Valentine's Ball.

MOTION (Mickelson/Vaudrin): to put \$2,000 in the account for Vicki Miller to start working on the Valentine Ball. **MOTION (Mickelson/Vaudrin):** to **WITHDRAW PREVIOUS MOTION. MOTION WITHDRAWN.** Laura Dallmann to talk with Cam Knutson about funding from Student Government and talk with Victoria Miller to reduce

costs, increase ticket prices and/or check on Carnivore Catering instead of Dining Services.

MOTION (Pierce/Mickelson): to put \$1,000 into the account for Miller to start paying for items for the Valentine's Ball. Kelly Bisek Abstained. **MOTION CARRIED.**

VIII. Other Committee Reports

- A. NDUS Staff Senate – Anthony Willer is our new President from Dickinson. LaDonna DeGeldere to send out information.
- B. Senate Coordinating Committee
Policy for Input:158.1 (v3) E-Mail as an Official Communication Method for Employees.
Other policies are coming forward but need revisions.
- C. Policy 103 Committee – No one has made any comments to the latest revision. At the next meeting we should be able to disband this committee.
- D. Rebuild Minot Campaign Committee – It was a wonderful experience for the students and Minot was very thankful for the outpouring of concern and items. After final report, we can disband this committee also.
- E. Committee Review Committee: Will contact each committee to find out what they do to evaluate each of the committee's duties.

IX. President's Cabinet

X. Unfinished Business

- A. Discussion on Staff Senate Committee Expectations/Staff Senator Appreciation has been tabled.

XI. New Business

- A. Budget discussion – cut the food order in half from the Staff Senate Meetings because we usually have so much food left over after meetings.
- B. Holiday schedules and meeting – Laura Dallmann is going to schedule the Executive Committee meeting earlier in December.
- C. Staff Senate picture Kristy Mickelson to call Dan Koeck to take a Staff Senate picture on January 4, 2012.

XII. Future Discussion

XIII. Advisor Comments

XIV. President's Comments

Know your University and use the Tag Line whenever you can.

XV. Announcements

XVI. Adjourn – Meeting adjourned 10:53 a.m.

Next Meeting: *Staff Senate- December 7, 2011 at 9:30am, in the MU, Great Room*
Staff Sen. Exec- December 21, 2011 at 9:30a.m., in Ceres Hall, Room 312

STAFF SENATE ATTENDANCE REPORT

2011-2012

Senator		Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Andrea	Abrahamson	X	-	-	X	X	X						
Vince	Anderson	X	-	-	X	X	X						
Mary	Asheim	X	N	N	X	X	X						
Katherine	Backen-Andersen	X	O	O	X	X	X						
Gennifer	Baker	X	-	-	X	X	X						
Robert	Barclay	X	M	M	X	Absent	X						
Jenny	Beam	X	E	E	X	X	P						
Kelly	Bisek	X	E	E	X	X	X						
Janis	Bork	P	T	T	X	X	X						
Joshua	Boschee	X	I	I	No longer at NDSU								
Sheila	Boyda	Absent work conflict	N	N	Absent	P	X						
Letha	Cattanach	X	G	G	X	X	X						
Matthew	Chaussee	X	-	-	P	X	X						
Wendy	Clarín	X	-	-	Absent work conflict	X	P						
Laura	Dallmann	X	-	-	X	X	X						
Cole	Davidson	X	-	-	X	P	X						
Robin	Davis	X	-	-	Absent work conflict	X	P						
LaDonna	DeGeldere	X	-	-	X	X	X						
Marilyn	Dowdy	X	N	N	X	X	X						
Lynn	Ehlen	X	O	O	X	X	X						

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2011-2012

Senator		Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Jeanne	Erickson	X	-	-	X	X	X						
Ron	Fingarson	X	M	M	X	P	X						
Perry	Flaten	X	E	E	X	Absent	X						
Kate	Fluge	No longer at NDSU											
Wendy	Gibson	Not yet a Senator			X	X	X						
Debra	Haney	X	T	T	X	X	X						
Carole	Huber	X	N	N	Absent work conflict	X	X						
Carol	Jergenson	Absent	G	G	X	P	X						
Brian	Kennedy	X	-	-	X	X	X						
Natalie	Leer	Absent work conflict	-	-	X	Absent	X						
William	Lenarz	X	-	-	P	Absent	X						
Chad	Lindberg	X	-	-	X	Absent	Absent						
Amanda	Lindseth	Absent	-	-	Absent	Absent	Absent						
Jerie	Little	X	-	-	X	X	X						
Jan	Lofberg	Absent work conflict	N	N	Resigned as a Senator								
Brandon	Marback	X	O	O	X	X	X						
Galen	Mayfield	X	-	-	X	P	P						
Timothy	McCue	X	M	M	X	P	X						
Kristy	Mickelson	X	E	E	X	X	X						

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2011-2012

Senator		Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Kay	Modin	X	E	E	Medical Excused	Medical Excused	P						
April	Moser	X	T	T	X	X	X						
Vance	Olson	X	I	I	X	X	X						
Megan	Paradis	X	N	N	X	P	X						
Shauna	Pederson	X	G	G	X	X	X						
Jodi	Pierce	X	-	-	X	X	X						
Rita	Prunty	P	-	-	X	X	X						
CeCe	Rohwedder	P	-	-	X	P	X						
Paula	Schneider	X	-	-	X	X	X						
Angela	Seewald-Marquardt	X	N	N	Absent	X	X						
Anna	Sheppard	X	O	O	X	X	X						
Mary	Sinner	X	-	-	X	X	X						
Dale	Summers	X	M	M	X	X	X						
Elizabeth	Thompson	X	T	T	X	X	X						
Janine	Trowbridge	X	G	G	X	X	X						
Jeri	Vaudrin	X	-	-	X	X	P						
Sheila	Watson	P	-	-	X	X	X						
Elizabeth	Worth	X	-	-	X	P	X						

Ex – Excused

P – Proxy

X – Present