

NORTH DAKOTA STATE UNIVERSITY
STAFF SENATE MEETING MINUTES

December 3, 2008
Memorial Union, Plains Room

Staff Senate meeting minutes are archived on our Web site at:
http://www.ndsu.edu/staff_senate/meeting_information/meeting_minutes/

Upcoming Staff Senate Meetings:

January 7, 2009	9:30 – 11:00 a.m.	Memorial Union, Plains Room
February 4, 2009	9:30 – 11:00 a.m.	Memorial Union, Plains Room
March 4, 2009	9:30 – 11:00 a.m.	Memorial Union, Plains Room

Upcoming Executive Committee Meetings:

January 21, 2009	9:30 – 11:00 a.m.	Memorial Union, Gunkelman Room
February 18, 2009	9:30 – 11:00 a.m.	Memorial Union, Gunkelman Room
March 18, 2009	9:30 – 11:00 a.m.	Memorial Union, Gunkelman Room

NOTE: Senators who must be absent from a Staff Senate meeting are to send a substitute. Any regular broadbanded employee who is not a senator may be a substitute and will have all the rights and privileges as a Staff Senator at that meeting. Substitutes, please sign in on the attendance sheet listing by the Staff Senator's name for whom you are substituting. Please notify Membership/Attendance Officer Heather Heger prior to the meeting (231-8293 or heather.heger@ndsu.edu).

All broadbanded staff members are encouraged to attend.

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Senator Kris Mickelson thanked and introduced the members of the Goldstar Saxophone Quartet, who provided seasonal music before the meeting.

The meeting was called to order by President Vance Olson at 9:35 a.m.

I. Quorum, Substitutions and Guests – Heather Heger.

For today's meeting, there was a quorum with 53 present and 11 absent.

Substitutions:

Bruce Steele for Jeri Vaudrin
Theresa Semmens for Jeff Gimbel

Senators absent without substitutions: Jody Bohn, Paula Hilde, Esther Hockett, Pam Hommen, Bill Law, Karen Roesch, Margaret Schmidt, Annette Sprague, Melanie Torgerson, Elizabeth Torguson, Michael Tracy

II. Consent Agenda. The Consent Agenda was approved by general consent. Items were as follows:
From Policy Coordination Committee – For Information Only.

1. Policy 350.1 Board Regulation on Academic Freedom and Tenure
2. Policy 719 Audit & Advisory Services

III. Adoption of Meeting Agenda.

MOTION (Trowbridge/Hoag): to approve the meeting agenda. MOTION PASSED.

IV. Student Government Report.

Joe Heilman, Student Government President, presented the Student Government Report, a new item on the monthly Staff Senate agenda. He reported that students donated \$6,000 toward holiday decorations for around campus, and have donated \$28,000 toward special project requests on campus. They have started a new radio show on the NDSU station at 96.3. Students are active on the Sustainability Task Force, and the Legislative Task Force is also in place and ready. They have begun the Collegiate Readership Program as a pilot program. The "Fill the Dome" food donation project has been a big success.

V. Program:

Ray Boyer, Director of University Policy and Safety Office, was introduced by Kris Mickelson.

Boyer spoke of the new Campus Emergency Notification System (CENS) being tested to meet federal compliance requirements. NOTIFIND is the product selected by the state; and it includes email notification, home phone calls, and text messaging to cell phones in campus emergency situations. The November 3 "real" downtown incident was a test case, and there were lots of issues that surfaced with it. They are working through these issues and are trying to meet program safety objectives with the least inconvenience to all.

Jonathan Foss was introduced by Kris Mickelson to talk about the 2008 Dance Marathon.

The Dance Marathon is a fund raiser for Children's Miracle Network. This is the second year of the 12-hour dance event to be held on December 5, 2008 at 7pm at the Bentson Bunker Fieldhouse. People can donate online and can sponsor a dancer at an hourly rate.

VI. Approval of the November 5, 2008, meeting minutes.

MOTION (Geeslin/Sundeen): to approve the minutes. MOTION PASSED.

VII. Treasurer's Report – Laura Dallmann

Local funds: \$5,117.54; Appropriated funds: \$280.23

VII. Reports of the Committees

A. Executive Committee – Vance Olson

No report.

B. Standing Committees.

a. Election - Barb Geeslin

Election for COSE (Council of State Employees) Board member

Nominations: Kris Mickelson and Cindy Kozojed.

Cindy Kozojed was re-elected to another three-year term.

b. Bylaws. No report.

c. Program. No report.

d. Public Relations. No report.

e. Scholarship – Tera Miller presented the following motions for consideration by the Senate.

Motion 1: That the proceeds from the Valentine Ball go to the Scholarship Fund.

MOTION AMENDED (Elizabeth Thompson /Lorna Olsen): to make the motion applicable only for this 2009 Ball. Amendment approved.

ORIGINAL MOTION APPROVED WITH AMENDMENT.

Motion 2: That the Scholarship Committee be granted the discretion to change the scholarship amounts for awardees. Discussion took place. For graduate student applicants, the GPA needs to be raised from 2.0. The amount of funds available differs from year to year, so the committee would like the flexibility to make minor changes. MOTION APPROVED.

f. Staff Development. A gift wrapping mini-workshop is coming up on December 10. Tom Champoux has been finalized as the keynote speaker for the Discover U workshop in February.

C. Other Committees.

a. Policy Coordination Committee.

Policy 112– Pre-employment and Current Employee Criminal Record Disclosure. Olson presented Policy 112 for input. Short discussion. Broc Lietz answered questions.

b. Cookbook Committee - Laura Dallmann. The Staff Senate cookbooks will be ready for sale next week. The cost of producing each was \$6, and they will be sold for \$10 each.

c. Parking Committee - Lori Sholts. It was suggested that the committee continue to meet until they determine business is concluded. Olson requested that they meet with the Executive Committee.

d. Blood Drive Committee. Ron Fingarson announced that the Blood Drive is scheduled for next week – Dec. 9, 10, & 11.

VIII. Unfinished Business

Valentine Ball. No report.

IX. New Business

NDUS Report – Olson asked senators to review the report and send comments to Janine Trowbridge.

X. Advisor Comments – Broc Lietz No report.

XI. Announcements.

A. T-shirts still for sale – Staff Senate t-shirts are still available for \$5 each.

B. Frasier Tree donations – Donations were collected after the meeting. Cindy Kozojed displayed a picture of the state employee Christmas tree on the large screen.

XII. Adjournment.

Olson adjourned the meeting at approximately 11:15 a.m.

Respectfully submitted,
Kay Sizer, Staff Senate Secretary