

NORTH DAKOTA STATE UNIVERSITY
STAFF SENATE MEETING MINUTES

June 2, 2010

Memorial Union, Great 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:

July, 2010	No Meeting
August 4, 2010	Committee Meetings (if needed) No Staff Senate Meeting
September 1, 2010	Great Room, MU

Upcoming Executive Committee Meetings:

June 30, 2010	9:30 – 11:00 a.m.	Gunkelman, MU
July 22, 2010	9:30 – 11:00 a.m.	Mandan, MU
August 26, 2010	9:30 – 11:00 a.m.	Gunkelman, MU

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.

North Dakota State University does not discriminate on the basis of race, color, national origin, religion, sex, disability, age, Vietnam Era Veterans status, sexual orientation, marital status, or public assistance status. Direct inquiries to the Executive Director and Chief Diversity Officer, 202 Old Main, (701)231-7708.

Senators & Substitutes:

- Attendance sheets are on the back table; please sign in. (Absences are noted in the minutes.)
- Please mute or turn off cell phones before the meeting.

Call to Order

Kris Mickelson called meeting to order 9:33 a.m.

I. Quorum, substitutions and guests – Jodi Pierce

Jacinda Wallen for Katherine Backen-Andersen
Steve Bergeron for Heather Heger
Shayla Durick for Abby Exner
Mary Asheim for Vicki Miller
Carole Huber for Vance Olson
Dolly Wadholm for Debra Severson
Kristin Ferris for Annette Sprague
Janine Trowbridge for Jeri Vaudrin

Absent:

Cole Davidson
Deb Haney
Rita Lattimore
Natalie Leer
Stephanie O'Brien
Lori Sholts
Kelly Summers
Sheila Watson

53 Present
8 Absent

II. Program – Wendy Clarin

Marty Hoag introduced Wendy Clarin.

SSN Rules: WWW.NDSU.EDU/IT/SECURITY

III. Consent agenda – For Information:

Policy 135 v.3: Family Medical Leave - Uncompensated

Policy 712.1: Legal Representation

IV. Approval of Meeting Agenda

MOTION: (Pierce/Adams) to approve the agenda as changed. **MOTION CARRIED.**

V. Student Government Report – no report

VI. Approval of the May 2, 2010 minutes

MOTION: (Dallmann/Adams) to approve May Minutes. Change to minutes – Item M. should be Lorna Olsen to IT Council. May minutes approved as changed. **MOTION CARRIED.**

VII. Treasurer's Report – Laura Dallmann reporting for Kathy Backen-Andersen

Local Fund - \$4,941.45
Appropriated Fund - \$40.39
Agency Fund - \$2,722.71

VIII. Advisor Comments – Broc Lietz – no comments

Question: What happens with U- Senate once we have faculty senate?

University Senate was basically a pseudo Faculty Senate. The new University Senate will consist of a number of each member from the Faculty Senate, Staff Senate, and Student Senate.

IX. Reports of the Committees

A. Executive – Laura Dallmann – Attachment 1

B. NDUS Staff Senate – Janine Trowbridge – no report

C. Standing

1. **Bylaws** – Matthew Chaussee – Temporary Chair
2. **Election** – Janine Trowbridge for Vance Olson
3. **Legislative** – Debra Severson – Temporary Chair – no report
4. **Program** – Victoria Miller – Temporary Chair – no report
5. **Public Relations** – LaDonna DeGeldere – Temporary Chair – Meeting after Staff Senate Meeting. – no report
6. **Scholarship** – Amy Brown – Temporary Chair – no report
7. **Staff Development** – Jodi Pierce – Temporary Chair – no report
8. **Staff Recognition** – no report

X. **Presidential Search** – Kris Mickelson
<http://www.ndsu.edu/news/transition/>

XI. **New Business**
Election for Arboretum Committee Position.

The Arboretum Committee helps to beautify the campus. They take a planning and strategic look at the University. They are basically the brainstorming group. The committee reports to the University Senate.

Nominations for Arboretum Committee Position:

Jill Spacek has self-nominated.

Erica Beesler-Thompson nominates Carol Jergenson. Carol accepts nomination.

Lynn Ehlen nominated by Dolly Wadholm. Lynn accepts nomination.

MOTION: (Sundeen/Modin) that nominations cease. **MOTION CARRIED.**

Congratulations Carol Jergenson

MOTION: (Modin/Harrington) to destroy the ballots. **MOTION CARRIED.**

Are we going to have an August 4, meeting?

MOTION: (Dallman/Ehlen) that the August meeting be used for committees to meet if they need to. We would not have a staff senate meeting. **MOTION CARRIED.**

XII. **Announcements**

- NDUS SS Annual Meeting June 16, 2010, NDSU Alumni Center, Reimers Room 8:00 – 4:00

XIII. **Adjourn at 10:18 a.m.**

Scheduled meetings:

- *Executive Committee: Thursday, June 30, 9:30-11:00, MU/Gunkelman*
- *Staff Senate: Wednesday, September 1, 9:30-11:00, MU Great Room*

Executive Committee Report

Business addressed by the NDSU Staff Senate Executive Committee meeting held on **May 19, 2010**.

- Discussion was held about the Staff Recognition Banquet and how, if possible, to streamline the banquet. Several ideas have been suggested for further discussion and thought. The suggestions were:
 - 1) Leave it as is. The banquet may be long but it is a worthwhile event and staff deserves the recognition.
 - 2) Split the event into two banquets making both shorter.
 - 3) Have assigned seating closer to the front for the award winners.
- NDUS Staff Senate has had some exciting breakthroughs this year. They are hoping to have a non-voting seat on the State Board of Higher Education sometime this fall if all goes well with legislature and procedures that need to be followed.
- The Staff Senate Web site is up-to-date as far as Laura Dallmann has information. A few new features under "Meeting Information" are "Committee Year-End Reports" and "Executive Committee Reports" under "Senator Directory" is the "Historical Roster" of senators as of April 2010. Also updated are the committee assignments with the temporary chairs listed and the membership directory.
- It was determined that we will not have an August general Staff Senate meeting. We have the Great Room reserved on August 4th from 9:30-11 a.m. so it can be used for committee meetings if desired.
- The Executive Committee is initiating a SWOT analysis of Staff Senate. We will be meeting in June and July to do the analysis. Matt Chaussee and LaDonna DeGeldere will be heading up that process.

Respectfully submitted,

Laura D. Dallmann

NDSU Staff Senate President Elect