

**NORTH DAKOTA STATE UNIVERSITY STAFF
SENATE MEETING MINUTES**

January 4, 2012

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:

February 1, 2012	9:30 – 11:00 a.m.	MU, Prairie Rose Room
March 7, 2012	9:30 – 11:00 a.m.	MU, Great Room
April 4, 2012	9:30 – 11:00 a.m.	MU, Great Room

Upcoming Executive Committee Meetings:

January 18, 2012	9:30 – 11:00 a.m.	Bison Ct., Large Conf Rm
February 15, 2012	9:30 – 11:00 a.m.	Electrical Engineering, Rm 217
March 21, 2012	9:30 – 11:00 a.m.	Ceres Hall, Room TBA

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 Jodi Pierce prior to the meeting (231-8296 or jodi.pierce@ndsu.edu).

***All broadbanded staff members are encouraged to
attend.***

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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.

I. Call to Order

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

II. Attendance Report – Jodi Pierce

Proxies:

Kaarin Remmich for Marilyn Dowdy
Ray Smith for Kay Modin

Guests:

Cathy Giddings
Anne Robinson-Paul

Absent:

Jenny Beam
Robin Davis
Kris Mickelson
Shauna Pederson
Janine Trowbridge

III. Consent Agenda

No items.

IV. Approval of the Meeting Agenda MOTION (Styczynski/Backen-Andersen): to approve meeting agenda.
MOTION CARRIED.

V. Student Government Report – no report

VI. Faculty Senate Report – no report

VII. Program – NDSU Key Message, Anne Robinson-Paul, University Relations
Presented the importance of the new key message and branding.

VIII. Approval of the December 7, 2011 Meeting Minutes - MOTION (Bisek/Huber): to approve the meeting minutes as changed. MOTION CARRIED.

IX. Treasurer's Report – Kathy Backen-Andersen
Appropriated - \$969.75
Local - \$16,429.76
Agency- \$0

X. Advisor Comments – Colette Erickson – no comments

XI. Reports of the Committee

A. Executive – Laura Dallmann – DeGeldere and Dallmann met with President Bresciani, he is very grateful that we are looking into the traffic issues by the Alumni Center. It's great that we're growing as a university and as the city is growing and doing so well however, we will be faced with further growing pains.

B. NDUS Staff Senate – Employee tuition waiver for Distance and Continuing Education classes. Resolution is no longer an issue, the faculty sent a revision.

C. Standing

1. Bylaws – Vince Anderson – no report

2. Election – MOTION Laura Dallmann made a motion, on behalf of the election committee to elect Cathy Giddings as a Senator – At – Large until May 2013. MOTION CARRIED.

3. Legislative – Letha Cattnach – no report

4. Program – Deb Haney – no report

5. Public Relations – Wendy Gibson – no report

6. Scholarship – Matt Chaussee – Applications will be available February 1, 2012 and the deadline to submit them to the committee is April 6, 2012.

7. Staff Development –Paula Schneider – Chris Linnares is the speaker for the next Discover U in February. February 13 is the deadline for registration.

8. Staff Recognition – no report

9. Valentine's Ball – no report

10. Gunkelman Award – Bill Lenarz – meeting today after senate picture. The committee has a timeline set up and is working out logistics.

D. President's Cabinet – LaDonna DeGeldere

1. The President's House was designed to meet the changing needs of a leading student-focused, land-grant, research institution. Last year alone approximately 2,800 people were welcomed at the house. It is considered by many the "front door" to NDSU. To learn more about the house and to promote the intended use of the house University Relations has added a page on the President's Home Page.

2. Commencement ceremonies will remain as they are coordinated today with a student speaking at each ceremony. There has been discussion about the University moving forward with establishing a "Distinguished Speaker Series" at different times of the year which may allow for more people to attend and to focus on the speaker.

3. The General Counsel Search continues with two candidates coming to campus for interviews and open forums in late January. Please attend if at all possible and provide your feedback which is important in determining who the selected candidate will be. Your input is valuable during this process.

E. COSE – Natalie Leer

Next quarterly COSE committee meeting will be here at NDSU on January 19, 2012 in the Memorial Union. Feel free to stop by.

F. Ad-Hoc Committees

1. Policy 103 – Kelly Bisek – See Attachment 1

2. Senate Committee Review – Kelly Bisek – See Attachment 2

3. Scholarship Fundraiser – Matt Chaussee – See Attachment 3

Call for discussion on the motion to adopt both recommendations. MOTION CARRIED.

4. Traffic Issue

Janis Bork reported that they met with a few members of the Rosevelt Community Neighborhood and they are in full support of us moving forward.

XII. Old Business

None.

XIII. New Business

None.

XIV. Announcements

None.

XV. Adjourn

Meeting adjourned at 10:21 a.m.

Scheduled meetings:

- *Executive Committee: Wednesday, January 18, 2012, 9:30-11:00, Electrical Engineering, Rm 217*
- *Staff Senate: Wednesday, February 1, 2012, 9:30-11:00, MU, Prairie Rose Room*

**NDSU Staff Senate
Ad Hoc Committee Report**

Policy 103: Equal Opportunity Employment

January 4, 2012

Committee Members: Robin Davis, Galen Mayfield, Kristy Mickelson, Vance Olson, Kelly Bisek

Nothing new to report at this time, we are waiting for Lois Christianson to forward us the final draft to be presented to the Senate Coordinating Committee.

Kelly Bisek

Kelly.Bisek@ndsu.edu

701-231-7710

**NDSU Staff Senate
Ad Hoc Committee Report**

For Review of Staff Senate Committees

January 4, 2012

Committee Members: Anna Shepard, April Moser, Letha Cattanach, Kelly Bisek

We are waiting for responses to the questionnaire sent out to current and past committee chairs.

Kelly Bisek

Kelly.Bisek@ndsu.edu

701-231-7710

Scholarship Fundraising Ad Hoc Committee
December 15, 2011

The Scholarship Fundraising Committee met on December 15, 2011 to discuss a Homecoming tailgating event and a raffle as potential scholarship fundraising activities. The committee has two recommendations for Staff Senate:

- 1) In considering the homecoming tailgating event, the committee determined that that the financial resources needed to successfully make a notable presence in the tailgating area, including costs for food and reserving a space within the area have the potential to be significantly higher than the scholarship revenue generated. The committee felt that having to invest a significant amount of money in an event where external factors such as weather, attendance, and other “competing” fundraising activities have a significant potential for making the event a net loss to the Staff Senate is not an effective use of resources. The committee therefore recommends that Staff Senate discontinue efforts toward coordinating a tailgating event at this time.
- 2) In considering a raffle for scholarship fundraising, the committee determined that the relatively low cost for acquiring donated prizes, obtaining a permit and printing tickets was an effective way to raise scholarship funds with little to no risk of adversely affecting Staff Senate’s budget. The committee has been in contact with the city Auditor’s Office and the NDSU Development Foundation and is discussing the foundation’s ability to assist with the procurement of the appropriate permit and handling of funds from the raffle should Staff Senate decide to go that route. Additionally, the committee has compiled a list of local and regional businesses from which raffle prizes can be solicited. It is the recommendation of the committee that Staff Senate pursue a raffle as an event to raise additional funds for the general student scholarship.

Respectfully Submitted,

Matthew Chaussee