

NORTH DAKOTA STATE UNIVERSITY
STAFF SENATE MEETING MINUTES

June 6, 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:

August 8, 2012	9:30 – 11:00 a.m.	MU, Plains Room
September 5, 2012	9:30 – 11:00 a.m.	MU, Plains Room

Upcoming Executive Committee Meetings:

June 20, 2012	9:30 – 11:00 a.m.	Ceres Hall, Room 312
July 18, 2012	9:30 – 11:00 a.m.	Electrical Engineering, Rm 217

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.

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)231-770

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** – LaDonna DeGeldere called meeting to order at 9:30 a.m.
- II. Attendance Report** – Jodi Pierce – Attachment 1
- III. Consent Agenda** – MOTION (Christiansen/Styczynski): to approve consent agenda. MOTION CARRIED.
For Information: Policy 103 V4 – Equal Opportunity/Affirmative Action Policy on the Announcement of Position Openings
Policy 170 V1 – Payment of Meals for Staff and Guests
Policy 171 V2 – Staff and Faculty Recruitment and Moving Expenses
Policy 350.1 V1 – Board Regulations on Academic Freedom and Tenure, Academic Appointments
For Input: None
- IV. Approval of the Meeting Agenda** - MOTION (Miller/Sheggerud): to approve the meeting agenda. MOTION CARRIED.
- V. Student Government Report** – no report
- VI. Faculty Senate Report** – Thomas Stone Carlson – no report
- VII. Approval of the May 2, 2012 Meeting Minutes** MOTION (Bisek/Lenarz): to approve the May 2, 2012 meeting minutes. MOTION CARRIED.
- VIII. Treasurer's Report** – Tina Exner
Agency Fund - \$690.23
Appropriated Fund - \$96.08
Local Fund – \$8,126.40
- IX. Advisor Comments** – Colette Erickson – not present - LaDonna DeGeldere presented comments that Colette Erickson had sent to her: NDPers 5/21 – 6/22/2012 special enrollment for dependent children ages 19 to 26 years of age that are currently not on your healthcare.
- X. Reports of the Committee**
- A. Executive** – LaDonna DeGeldere – We are in the process of initiating committees and assignments going forward. Committees and committee members are listed on the website. If you are able to meet today as a committee, there is time available after this meeting.
- B. Standing**
- 1. Bylaws** – Vince Anderson – no report
 - 2. Election** – Laura Dallmann – We have just lost a few more senators, we need to do some recruiting. Committee to meet after this meeting.
 - 3. Legislative** – Letha Cattanach – Committee to meet after this meeting.
 - 4. Staff Development and Program** – Paula Schneider - no report
 - 5. Public Relations** – Mary Asheim – Committee to meet after this meeting.
 - 6. Scholarship** – Matt Chaussee – In the next few weeks, they will be soliciting businesses for prizes for the upcoming raffle.
 - 7. Staff Recognition** – Janine Trowbridge – no report.
 - 8. Valentine's Ball** – Victoria Miller – Committee to meet after this meeting.
 - 9. Gunkelman Award** – William (Bill) Lenarz – Gunkelman Award program went very well. It was great to see all the past award winners and was very well attended. One of the best Gunkelman programs to date. Committee to meet after this meeting.
- C. NDUS Staff Senate** – Laura Dallmann, Wendy Gibson – Laura Dallmann commented that the committee met via WIMBA, there are continued conversations since the last meeting. Upcoming meeting June 13, 2012 in Wahpeton, ND. One of the items up for discussion is the benefits for spouses' that also work at State of North Dakota.
- D. President's Cabinet** – LaDonna DeGeldere
- E. COSE** – Natalie Leer – no report

F. Ad-Hoc Committees

- 1. Senate Committee Review** – Kelly Bisek – Still looking at the changes to the shared drive. We are going to be getting USB drives later this week. Staff Development and Program Committees have been combined. New issue regarding the Public Relations Committee – we would like to discuss moving the Homecoming Float from the Public Relations Committee. We would like to suggest forming an ad hoc committee this year and maybe a Homecoming Committee next year depending how it goes this next year. If there are not enough members interested in participating in Homecoming then we can discuss what the future of this committee will be.

MOTION (Lenarz/Miller): to form an ad hoc homecoming committee. Kim Bremmer is on the campus Homecoming Committee, she would be the contact for homecoming activities. **MOTION CARRIED.**

Volunteers: Vicki Miller, Bill Lenarz, Vince Anderson, Deven Styczynski, Adam Christiansen, Jerie Little, Elizabeth Worth, Lynn Ehlen, Marilyn Dowdy and Jeanne Erickson.

Public Relations committee will be creating Staff Senate presentations and updating them on an on-going basis. Update the Staff Senate brochure. Coordinate the annual staff appreciation event.

MOTION: (Styczynski/Dallmann) to disband the Staff Senate Committee Review Committee. **MOTION CARRIED.**

2. Traffic Issue

XI. Old Business

XII. New Business

A. Homecoming

XIII. Announcements

- Marty Hoag's retirement reception is today, June 6, 2012 in the Prairie Rose Room from 2 – 4.
- There was a benefit for Kay Modin this past Saturday, June 3, 2012, you can go to Dakota Medical's website if you would still like to donate.

XIV. Adjourn

Meeting adjourned at 10:19 a.m.

Scheduled meetings:

- *Executive Committee: Wednesday, June 20, 2012, 9:30-11:00, Ceres Hall 116*
- *Staff Senate: Wednesday, August 8, 2012, 9:30-11:00, MU, Plains Room*

Senator		J	J	A	S	O	N	D	J	F	M	A	M
Andrea	Abrahamson	X	-	-	X	X	X	P	X	P			A
Vince	Anderson	X	-	-	X	X	X	X	X	X	X	X	X
Mary	Asheim	X	N	N	X	X	X	X	X	X	X	X	X
Angela	Bachman							X	X	X	X	X	X
Katherine	Backen-Andersen	X	O	O	X	X	X	X	X	X		X	X
Gennifer	Baker	X	-	-	X	X	X	X	X	A	X	X	X
Robert	Barclay	X	M	M	X	A	X	A	X	X	X		X
Jenny	Beam	X	E	E	X	X	P	X	A	X	X	X	X
Kelly	Bisek	X	E	E	X	X	X	X	X	X	X	X	X
Janis	Bork	P	T	T	X	X	X	X	X	X	X	X	X
Joshua	Boschee	X	I	I	No longer at NDSU								
Sheila	Boyda	W	N	N	A	P	X	X	X	X	X	X	X
Letha	Cattanach	X	G	G	X	X	X	X	X	X	X	X	X
Matthew	Chaussee	X	-	-	P	X	X	X	X	X	X	X	X
Wendy	Clarín	X	-	-	W	X	P	X	X	X	X	P	X
Laura	Dallmann	X	-	-	X	X	X	X	X	X	X	X	X
Cole	Davidson	X	-	-	X	P	X	X	X	A	X	A	X
Robin	Davis	X	-	-	W	X	P	A	Resigned as Senator				
LaDonna	DeGeldere	X	-	-	X	X	X	P	X	X	X	X	X
Marilyn	Dowdy	X	-	-	X	X	X	X	P	X	X	X	X
Lynn	Ehlen	X	-	-	X	X	X	X	X	X	X	X	X
Jeanne	Erickson	X	-	-	X	X	X	X	X	X	X	X	X
Ron	Fingarson	X	-	-	X	P	X	P	X	A	P	X	A
Perry	Flaten	X	-	-	X	A	X	X	X	X	X	X	X
Kate	Fluge	No longer at NDSU											
Wendy	Gibson	Elected in Sept			X	X	X	X	X	X	X	X	X
Cathy	Giddings	Elected in January							X	X	X	X	X
Debra	Haney	X	-	-	X	X	X	X	X	X	X	X	A
Carole	Huber	X	N	N	W	X	X	X	X	X	X	X	X
Carol	Jergenson	A	O	O	X	P	X	X	X	X	P		X
Brian	Kennedy	X	-	-	X	X	X	P	X	X	X	X	X
Natalie	Leer	W	-	-	X	A	X	X	X	A	X	X	X
William	Lenarz	X	-	-	P	A	X	X	X	X		P	X
Chad	Lindberg	X	-	-	X	A	A	X	X	X		X	X
Amanda	Lindseth	A	-	-	A	No longer at NDSU							
Jerie	Little	X	-	-	X	X	X	X	X	X	X	X	X
Jan	Lofberg	W	-	-	Resigned as a Senator								
Brandon	Marback	X	-	-	X	X	X	X	X	X	X	X	X
Galen	Mayfield	X	-	-	X	P	P	X	X	Resigned as senator			
Timothy	McCue	X	M	M	X	P	X	X	X	X	P	X	X
Kristy	Mickelson	X	E	E	X	X	X	X	A	X	X	X	X

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

A – Absent

Ex – Excused

M – Medical

P – Proxy

W – work conflict

X – Present