

NORTH DAKOTA STATE UNIVERSITY
STAFF SENATE MEETING MINUTES

April 3, 2013

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:

May 1, 2013	9:30 – 11:00 a.m.	MU, Plains room
June 12, 2013	9:30 – 11:00 a.m.	MU, Plains Room

Upcoming Executive Committee Meetings:

April 17, 2013	8:30 – 11:00 a.m.	Ceres Hall, Rm 116
May 15, 2013	9:30 – 11:00 a.m.	Electrical Engineering, Rm 217
June 19, 2013	9:30 – 11:00 a.m.	MU, Meineke Board Rm

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

I. Call to Order

LaDonna DeGeldere called the meeting to order at 9:30 a.m.

II. Attendance Report – Jodi Pierce – Attachment 1

III. Consent Agenda

For Information: None

For Input: None

IV. Approval of the Meeting Agenda - MOTION (Olson/Lenarz): to approve meeting agenda. MOTION CARRIED.

V. Student Government Report – Luke Brodeur/Jace Beehler

- Student Elections are going on right now. March 12 & 13, 2013 we will be voting on student elections.
- Discussed the addition to Wellness Center.
- April 16, 2013 at 5:00 p.m. we will be presenting Bison Union Awards/State of the Student.
- April 18, 2013 Student Government will be hosting a 5K at 6:00 p.m. right around campus, part of wellness week.
- April 22, 2013 at 4:30 pm Student Government will be hosting the tree planting ceremony in honor of students that have passed away – 7 students. It will be north of Sevrinson Hall.

VI. Faculty Senate Report – Thomas Stone Carlson/Harlene Hatterman-Valenti

Harlene admires the work that we do regarding scholarships and the extra effort that we put forward for students on campus. They have elections coming up also. Because of all the snow events, they have had a hard time getting in their exec committee meetings. Passed Policy 131.3

VII. Campus Kudos - Janine Trowbridge

- Tande Brakken – nominated by: Kari Schmitz-Eilertson/Elizabeth Thompson
- Mary Asheim – nominated by: Kelly Bisek
- Chris Suriano – nominated by: JoVal Wettlaufer
- Janine Trowbridge represented Student, Wednesday, May 1, 2013, 9:30-11:00, MU, Plains Room

VIII. Program – Ben Bernard demonstrated 3D Printing; Chris Suriano/Sara Kuhry presented services that are offered at the Wellness Center; Laura Dallmann gave an update on the Relay for Life.

IX. Approval of the March 6, 2013 Meeting Minutes – It was determined that the minutes would be approved via e-mail, after the meeting.

X. Treasurer's Report – Tina Exner

XI. Advisor Comments – Colette Erickson

XII. Reports of the Committee

A. Executive – Kelly Bisek

B. Standing

1. **Bylaws** – Vince Anderson
2. **Election** – Laura Dallmann – The nomination process was very successful. Voting will take place April 8 – 10. The anticipated results of the elections are positive but we still have three seats available to reach our full capacity. The Staff Senate appreciation event was extremely helpful in recruiting for Staff Senate. Thank you to the election committee and the public relations committee for a great event.
3. **Legislative** – Vance Olson – No report
4. **Staff Development and Program** – Paul Schneider
5. **Public Relations** – Mary Asheim – Attachment 2
6. **Scholarship** – Matt Chaussee
7. **Staff Recognition** – Janine Trowbridge
8. **Valentine's Ball** – Victoria Miller – No report

C. Gunkelman Award – William (Bill) Lenarz – Attachment 2

D. NDUS Staff Senate – Laura Dallmann – Discussion was held to determine the possibility of adding a staff member from the ND University System Office. It was determined that we would not seek out the membership but we are open to the possibility if they request it. The question was raised about representation of employees from offices not on main campuses (i.e., extension offices). It was explained that the campuses this affects make every effort to include those employees as much as possible. They are considered as valuable as every other employee and are kept informed via e-mail and other methods as necessary. Finally, a great deal of discussion included the funding legislation and how those issues could impact NDUS employees. Campuses were encouraged to disseminate information and contacting legislators using personal resources if employees chose to do contact legislators about any concerns they may have.

E. President's Cabinet – LaDonna DeGeldere

F. COSE – Laura Dallmann

G. Ad-Hoc Committees

1. Ad-Hoc Library Committee – Attachment 3 – MOTION (Dallmann) to thank and disband the Library Ad-Hoc Committee. MOTION CARRIED.

XIII. Old Business

XIV. New Business

XV. Announcements

XVI. Adjourn

Scheduled meetings:

- *Executive Committee: Wednesday, April 17, 2013, 8:30 – 10:00, Ceres Hall, Rm 116*
- *Staff Senate: Wednesday, May 1, 2013, 9:30-11:00, MU, Plains Room*

Senator		J	J	A	S	O	N	D	J	F	M	A	M
Andrea	Abrahamson		No longer at NDSU										
Vince	Anderson	X			X	X	P	X	X	X	X		
Mary	Asheim	X	N	N	X	X	X	X	X	X	X		
Angela	Bachman	X	O	O	X	X	X	X	X	P	X		
Katherine	Backen-Andersen	X			X	X	X	X	X	X	X		
Gennifer	Baker	X	M	M	X	X	X	P	X	X	X		
Kelly	Bisek	X	E	E	X	P	X	X	X	X	X		
Sheila	Boyda		E	E	X	X	X	X	X	X	X		
Letha	Cattanach		T	T	X	X	X	X	A	Resigned from Senate			
Matthew	Chaussee	X	I	I	X	X	X	X	X	X	X		
Adam	Christiansen	X	N	N	X	X	X	X	X	X	X		
Wendy	Clarín	X	G	G	P	X	X	X	X	X	X		
Laura	Dallmann	X			X	X	X	X	X	X	X		
LaDonna	DeGeldere	X			X	X	X	X	X	X	X		
Marilyn	Dowdy	X			X	X	X	A	X	X	A		
Lynn	Ehlen	X	N	N	X	X	P	X	X	X	X		
Daniel	Erichsen	X	O	O	X	X	X	X	X	X	X		
Jeanne	Erickson	X			X	X	X	A	X	X	X		
Christina	Exner	X	M	M	X	X	X	X	X	X	X		
Ron	Fingarson	Ex	E	E	X	X	P	W	W	W	P		
Perry	Flaten	P	E	E	X	X	X	X	X	X	X		
Wendy	Gibson	X	T	T		A	X	X	X	X	X		
Cathy	Giddings	X	I	I	X	X	X	X	X	X	X		
Carole	Huber		N	N	X	X	X	X	X	X	X		
Alicia	Kauffman	X	G	G	X	X	X	X	X	P	P		
Brian	Kennedy	X			X	X	X	X	X	X	P		
Hideaki	Kikuchi	X				A		A	A	Resigned from Senate			
Natalie	Leer					X		X	A	Resigned from Senate			
William	Lenarz	X	N	N	X	X	X	X	X	X	A		
Chad	Lindberg	X	O	O	X	X	X	X	X	X	X		
Jerie	Little	X			X	X	X	X	X	X	X		
Brandon	Marback	X	M	M	P	X	X	X	X	X	X		
Timothy	McCue	A	E	E	X	A	P	X	A	X	X		
Kristy	Mickelson	X	E	E	X	X	X	X	X	X	X		
Vicki	Miller	X	T	T	X	X	X	X	X	P	X		
Vance	Olson	X	I	I	X	P	X	A	X	X	X		
Jessica	Osebold		N	N	X	No longer at NDSU							
Shauna	Pederson	X	G	G	X	X	X	X	A	X	X		
Jodi	Pierce	X			X	X	X	X	X	X	P		
Regina	Ranney	X			X	X		X	X	X	X		

Senator		J	J	A	S	O	N	D	J	F	M	A	M
Lori	Rezac		No longer at NDSU										
CeCe	Rohwedder	X	N	N	P	X	X	X	X	X	P		
Paula	Schneider	X	O	O	X	X	X	A	X	X	X		
Angela	Seewald-Marquardt	X			X	A	X	X	X	X	X		
Nathan	Sheggerud	X	M	M	P	X	X	X	X	X	X		
Anna	Sheppard		E	E	X	X	X	X	X	X	X		
Julie	Sherwood	X	E	E	X	X	X	X	P	X	X		
Mary	Sinner	X	T	T	X	X	X	P	X	P	X		
Deven	Styczynski	X	I	I		X	X	X	X	X	X		
Dale	Summers	X	N	N	X	X	X	X	X	X	X		
Elizabeth	Thompson	X	G	G	X	X	X	X	X	Ex	X		
Janine	Trowbridge				X	X	X	A	X	X	A		
Jeri	Vaudrin				X	X	X	A	X	W	X		
Sheila	Watson	X	No longer at NDSU										
Elizabeth	Worth	X			P	P	X	X	X	X	X		

A – Absent

Ex – Excused

M – Medical

P – Proxy

W – work conflict

X – Present

PR Committee Report

Thank you for coming out and showing your support for Staff Appreciation Day. We were very pleased with the turnout – 264 people signed in!

We were very purposeful about promoting Staff Senate, but we also received a little bonus exposure. Cassie Rohlfing from Bison Information Network (BIN) learned about NSU Staff Appreciation Day and asked if she could do a story on our event. It will be aired sometime the week of April 1.

Mary Asheim

Gunkelman Award

- The nomination website is up and running for nomination submissions.

http://www.ndsu.edu/staff_senate/gunkelman_award/

- We have received some submissions, but not many at this point (less than 10, and we had more than 40 last year).

- Invitations to past winners, Presidents cabinet, and Gunkelman Family members are being prepared and are ready to go out.

- Dates have been set for the committee to get together and select a winner.

Overall things are moving along quite well.

Bill Lenarz

Consideration:

- Reviewed the presentation material provided by Dean Reid to the Staff Senate on January 2nd.
 - Includes *Faculty Senate Library Recommendation* and *Staff Senate Presentation*
- Committee members met on January 15th.
 - Discussed material from presentation.
 - Created list of questions for clarification including clarifications regarding possible solutions.
 - *Questions Regarding NDSU Library Materials Budget* – emailed to Michele Reid Jan. 18, 2013
- Committee members were invited to a Faculty Senate Library Committee meeting on February 1, 2013 to ask additional questions or request clarification to responses from the previous responses to questions. We also discussed the Student Fee Advisory Boards decision to support an increase to the student library fee.
 - *Staff Senate Questions 013013* – Dean Reid's responses to questions submitted 1/18/13
 - *FY14 Student Fee Library Increase Proposal 012113* – Presentation to Student Fee Advisory Board
 - *February 1, 2013 Faculty Senate Library Committee-Note* – Notes compiled by Staff Senate Ad Hoc Committee
- Committee members met again on February 8, 2013 to discuss materials presented and possible course of action.

Consensus:

- The library is in need of funds to continue operating at its current level due to increasing costs for library materials and resources (specifically a rising cost for database subscriptions).
 - Failure to increase these resources may at some point impact the University's research status, credibility and ability to procure grants.
 - NDSU's library materials resources are well below that of its peer institutions.
- We acknowledge the difficult financial situation of the library, however we do not feel that staff senate should support the resolution put forth by the faculty senate. Which calls for:
 - *Increasing appropriated funding through the prospective new higher education funding model.*
 - *Increasing privately endowed collections and expand private donations to the libraries.*
 - *Increasing student library fee.*
- Nor should the Staff Senate take action to write its own resolution.

Reasons:

- The Student Government has already approved the increase in the student library fee.
- The library competes for additional funding with other entities on campuses facing very similar financial pressures. Our committee does not feel we are in a position to say that the library's need for additional funds is more or less critical than others.
- Campus leadership is aware of the library's budget situation. We trust that if additional funding resources become available they will distribute them appropriately.

Unless there are additional considerations our committee does not feel that there is action to take at this time and that the ad hoc committee should be dissolved.

Committee Members: Kelly Bisek, Vince Anderson, Adam Christianson, Daniel Erichsen