

NORTH DAKOTA STATE UNIVERSITY STAFF SENATE MEETING MINUTES

May 1, 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:

June 12, 2013	9:30 – 11:00 a.m.	MU, Plains Room
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Upcoming Executive Committee Meetings:

May 15, 2013	9:30 – 11:00 a.m.	Electrical Engineering, Room 217
June 19, 2013	9:30 – 11:00 a.m.	MU, Meineke Board 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 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** at 9:30 a.m.
- II. Attendance Report** – Jodi Pierce – Attachment 1
Proxy: Cathy Hanson for CeCe Rohwedder
Guests: Robbie Lauf – Student Government
Harlene Hatterman-Valenti – University Senate
- III. Consent Agenda**
For Information: None
For Input: None
- IV. Approval of the Meeting Agenda** - MOTION (Johnson/Lenarz) to approve Agenda. MOTION CARRIED.
- V. Student Government Report** – Robert Lauf – Excited to be working with all of us. Students appreciate the sharing of information from the Staff Senate. Any concerns or issues that he can help us with, please let him know. Full swing of transitions. As finals approach many people are going to be leaving campus soon.
- VI. Faculty Senate Report** –Harlene Hatterman-Valenti – Changed their bylaws to include a member of the commission on the status of women faculty. Also included a member of the Graduate of Interdisciplinary both are non-voting members. Introduction of the student rating of instruction, it is going to be implemented and it is an eight year implementation.
- VII. Approval of the April 3, 2013 Meeting Minutes** - MOTION (Clarin/Ehlen): to approve the meeting minutes. MOTION APPROVED.
- VIII. Treasurer's Report** – Tina Exner
Appropriated Fund - \$0
Agency Fund - \$3,673.23
Local Fund - \$12,125.29
- IX. Advisor Comments** – Colette Erickson
Non-smoking policy was updated to include e-cigarettes.
- X. Reports of the Committee**
 - A. Executive** – Kelly Bisek – No report.
 - B. Standing**
 - 1. Bylaws** – Vince Anderson – No report.
 - 2. Election** – Laura Dallmann – There are 56 senators which makes us short four people for a full senate.
 - 3. Legislative** – Vance Olson – nothing official. Legislature has until tomorrow at midnight to approve.
 - 4. Staff Development and Program** – Tina Exner – On May 20, 2013 Don Tanner will present a workshop on Accountability and Professional Development.
 - 5. Public Relations** – Mary Asheim – Attachment 3

6. Scholarship – Matt Chaussee – Ended up with a total of \$4,300. For scholarships. \$2,900. Came from the raffle, \$1,400 came from the Dalton Foundation. We were able to give out scholarships for: 6 dependents, 6 general students, and 2 staff members.

7. Staff Recognition – Janine Trowbridge – No report.

8. Valentine's Ball – Sold 115 tickets and had 1 - \$30 donation.

9. Gunkelman Award – William (Bill) Lenarz - **Attachment 2**

C. NDUS Staff Senate – Laura Dallmann – Announced next meeting in Minot on June 18th.

D. President's Cabinet – LaDonna DeGeldere – The NDSU airplane is still for sale. NDSU is looking forward to possibly changing the Department of Architecture to a School of Architecture. More information will be coming soon.

E. COSE – Laura Dallmann – No report.

XI. Old Business – No old business.

XII. Transition of Officers – Outgoing President De Geldere thanked everyone for their support. Incoming President Bisek presented the traditional plaque and gavel to De Geldere.

XIII. New Business

A. IT Communications Committee - Kris Mickelson – The Public Relations Committee position was created and out of that we have some technical needs and have some things of a technical nature to be done. Do we need a committee with about three members and one of the members be the chair of the department.

MOTION (Olson/Styczynski): to create an ad hoc committee to investigate the needs of this body. Vince Anderson, Deven Styczynski, Frank Oakgrove, Brandon Marback, Wendy, Gibson, and Adam Christianson. MOTION CARRIED.

XIV. Elections

PRESIDENT ELECT

Victoria Miller – self-nominated

Wendy Clarin – self-nominated

MOTION (Hoesel/Christianson): that nominations cease and close. MOTION CARRIED.

Congratulations: Wendy Clarin

SECRETARY

Laura Dallmann – self-nominated

MOTION Styczynski/Asheim: To close nominations and cast a unanimous ballot. MOTION CARRIED.

Congratulations: Laura Dallmann

ATTENDANCE/MEMBERSHIP OFFICER

Gennifer Baker – self-nominated

Jeanne Erickson – self-nominated

MOTION (Christianson/Styczynski): that nominations cease.

Congratulations: Jeanne Erickson

MOTION (Seewald-Marquardt/Erickson): to recast the vote for **President Elect** in order to let the nominees speak before voting. MOTION CARRIED.

MOTION (Christianson/Hoesel): to cease nominations and hear from candidates. MOTION CARRIED.

Congratulations: Wendy Clarin

EXECUTIVE COMMITTEE MEMBER-AT-LARGE (3)

Vicki Miller – self-nominated

Deven Styczynski by Laura Dallmann

Tim McCue – self-nominated

Gennifer Baker by Tina Exner

Kris Mickelson by Tina Exner

Penny Hoesel – self-nominated

MOTION (Styczynsk/Exner): that nominations cease. MOTION CARRIED.

Congratulations: Tim McCue; Gennifer Baker; Penny Hoesel

STATE STAFF SENATE REPRESENTATIVE

Daniel Erichsen – self-nominate

Deven Styczynski nominated by Adam Christianson

MOTION (Exner/Backen-Anderson): to cease nominations and vote.

Congratulations: Daniel Erichsen

STAFF RECOGNITION COMMITTEE REPRESENTATIVES

4000 Band:

Steven Scott – self-nominated

Lynn Ehlen – nominated by Penny Hoesel

MOTION (Mickelson/Seewald-Marquardt) to cease nominations and vote. MOTION CARRIED.

Congratulations: Steven Scott

5000 Band:

Karen Engler – self-nominated

Ann Marschke nominated by Alicia Kauffman

MOTION (Backen/Gilbery): to cease nominations and vote. MOTION CARRIED.

Congratulations: Ann Marschke

6000/7000 Band:

Adam Christiansen nominated by Deven Styczynski

Joseph Johnson nominated Paula Schneider

MOTION (Mickelson/Exner): to cease nominations and vote. MOTION CARRIED.

Congratulations: Joseph Johnson

At-Large Staff Recognition Committee:

Marie Bosley Gordon

MOTION (Asheim/Gauthier): to cease nominations and case a unanimous ballet. MOTION CARRIED.

Congratulations: Marie Bosley Gordon

CAMPUS SPACE AND FACILITIES REPRESENTATIVES

Donna Theusch – self-nominated

Ben Bernard – self-nominated

Chad Lindberg – self-nominated

MOTION (DeGeldere/Christiansen) that we cast a unanimous ballot for the three nominations.

Congratulations: Donna Theusch; Ben Bernard; Chad Lindberg

LIBRARY COMMITTEE REPRESENTATIVE

Carin Engler – self-nominated

Brandon Marback

MOTION (Hoesel/Exner): to cease nominations and cast a unanimous ballot. MOTION CARRIED.

Congratulations: Brandon Marback; Carin Engler

UNIVERSITY ATHLETICS COMMITTEE

Lynn Ehlen

Trent Gilbery

Tim McCue – Tim decided to withdraw his nomination after hearing Lynn's activities in the committee already.

MOTION (Backen-Anderson/Johnson): to cease nominations and vote.

Congratulations: Lynn Ehlen

ARBORETUM COMMITTEE REPRESENTATIVE

Shauna Pederson – self-nominated

MOTION: to close nominations and cast unanimous votes.

Congratulations: Shauna Pederson

COUNCIL OF STATE EMPLOYEES (COSE) REPRESENTATIVE (2)

Wendy Gibson

Penny Hoesel

MOTION (McCue/Christiansen): to close nominations and cast unanimous votes.

Congratulations: Wendy Gibson; Penny Hoesel

XV. Announcements

XVI. Adjourn

Scheduled meetings:

- *Executive Committee: Wednesday, May 15, 2013, 9:30 – 11:00, Electrical Engineering, Rm 217*
- *Staff Senate: Wednesday, June 12, 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	A	
Mary	Asheim	X	N	N	X	X	X	X	X	X	X	X	
Angela	Bachman	X	O	O	X	X	X	X	X	P	X	X	
Katherine	Backen-Andersen	X			X	X	X	X	X	X	X	X	
Gennifer	Baker	X	M	M	X	X	X	P	X	X	X	X	
Kelly	Bisek	X	E	E	X	P	X	X	X	X	X	X	
Sheila	Boyda		E	E	X	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	X	
Adam	Christiansen	X	N	N	X	X	X	X	X	X	X	X	
Wendy	Clarín	X	G	G	P	X	X	X	X	X	X	X	
Laura	Dallmann	X			X	X	X	X	X	X	X	X	
LaDonna	DeGeldere	X			X	X	X	X	X	X	X	X	
Marilyn	Dowdy	X			X	X	X	A	X	X	A	A	
Lynn	Ehlen	X	N	N	X	X	P	X	X	X	X	X	
Daniel	Erichsen	X	O	O	X	X	X	X	X	X	X	X	
Jeanne	Erickson	X			X	X	X	A	X	X	X	X	
Christina	Exner	X	M	M	X	X	X	X	X	X	X	X	
Ron	Fingarson	Ex	E	E	X	X	P	W	W	W	P	A	
Perry	Flaten	P	E	E	X	X	X	X	X	X	X	X	
Wendy	Gibson	X	T	T		A	X	X	X	X	X	X	
Cathy	Giddings	X	I	I	X	X	X	X	X	X	X	X	
Carole	Huber		N	N	X	X	X	X	X	X	X	A	
Alicia	Kauffman	X	G	G	X	X	X	X	X	P	P	X	
Brian	Kennedy	X			X	X	X	X	X	X	P	X	
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	X	
Chad	Lindberg	X	O	O	X	X	X	X	X	X	X	X	
Jerie	Little	X			X	X	X	X	X	X	X	X	
Brandon	Marback	X	M	M	P	X	X	X	X	X	X	X	
Timothy	McCue	A	E	E	X	A	P	X	A	X	X	X	
Kristy	Mickelson	X	E	E	X	X	X	X	X	X	X	X	
Vicki	Miller	X	T	T	X	X	X	X	X	P	X	X	
Vance	Olson	X	I	I	X	P	X	A	X	X	X	X	
Jessica	Osebold		N	N	X	No longer at NDSU							
Shauna	Pederson	X	G	G	X	X	X	X	A	X	X	X	
Jodi	Pierce	X			X	X	X	X	X	X	P	X	
Regina	Ranney	X			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	P	
Paula	Schneider	X	O	O	X	X	X	A	X	X	X	X	
Angela	Seewald-Marquardt	X			X	A	X	X	X	X	X	X	
Nathan	Sheggerud	X	M	M	P	X	X	X	X	X	X	A	
Anna	Sheppard		E	E	X	X	X	X	X	X	X	A	
Julie	Sherwood	X	E	E	X	X	X	X	P	X	X	X	
Mary	Sinner	X	T	T	X	X	X	P	X	P	X	X	
Deven	Styczynski	X	I	I		X	X	X	X	X	X	X	
Dale	Summers	X	N	N	X	X	X	X	X	X	X	X	
Elizabeth	Thompson	X	G	G	X	X	X	X	X	Ex	X	X	
Janine	Trowbridge				X	X	X	A	X	X	A	A	
Jeri	Vaudrin				X	X	X	A	X	W	X	A	
Sheila	Watson	X	No longer at NDSU										
Elizabeth	Worth	X			P	P	X	X	X	X	X	X	

A – Absent

Ex – Excused

M – Medical

P – Proxy

W – work conflict

X – Present

Gunkelman Award Committee Update

We officially received 44 nominations for 21 different people. The committee met mid-April and selected the winner of the 25th Annual Mary McCannel Gunkelman Recognition Award. The award ceremony is at 3pm, Wednesday, May 1, in the MU Great Room. Please join us for the award ceremony, and to recognize the great people who were nominated for this award.

I would formally like to recognize the members of the Gunkelman Award committee and all of the hard work they have put in to make this event happen: Lynn Ehlen, Tina Exner, Jeri Little, Shauna Pederson-Dubuque, Regina Ranney, Deven Styczynski, and Angela Bachman.

Bill Lenarz, Gunkelman Award Committee Chair

NDSU

STAFF SENATE

Public Relations Committee Report

May 1, 2013

Extension Staff Event

- There will be 80 people at the extension staff summer retreat. Jerie Little helps coordinate the event and would be willing to help put together something from Staff Senate. We can have them play the video or slide show from our event from our webpage, and we can send a gift for everyone who attends as well.

Community Service Event

- People tend to think of holding food drives to help out during the holiday seasons, but there is also a great need for food during the summer months when students aren't getting a hot meal in school at school anymore. We've contacted the Great Plains Food Bank about conducting a summer food drive, and we'll be sending out more information on the staff listserv as soon as the details are in place.

Fall Welcome Back Event

- We've reserved 100 tickets and the picnic area by the beer garden for the Red Hawks game on Wed. Aug. 14. Staff Senate will be helping out with some of the cost this year, so the purchase price of \$7.00 includes a picnic meal before the game and seating in the reserved section. Tickets are limited, so watch for further details! We'll be sending out information on the staff listserv, plus there'll also be an ad in the summer issue of the Spectrum.