



UND STAFF SENATE MINUTES

January 14, 2009

1:00 – 2:30 pm

MU River Valley Room

Meeting called to order by President Janice Hoffarth at 1:00 pm.

Members Present: Raelynn Abernathy, Jeanne Bjerklie, Chad Bushy, Rebecca Cournia, Katie Douthit, Carol Drechsel, Cherie Dufault, Diane Hillebrand, Janice Hoffarth, Marco Holter, Joneen Iverson, David Knittel, Mark Kobe, Nicole Koll, Kathy Lacey, Darin Lee, Lynn Lee, Diana LeTexier, Loren Liepold, Shari Nelson, Linda Neuerburg, Shelly Pecka, Kerrie Peltier, Joshua Rahn, Brenda Schill, Brett Seaberg, Nikki Seabloom, Dave Senne, Linda Skarsten, Derek Stinchfield, Morgan Stroh, Janelle Studney, Kristi Swartz, Eric Tweton, Phyllis Vold Courtenay White, Cheryl Widman, and Sherry Zeman

Ex-Officio Present: Diane Nelson

Members Absent: Jayne Brown, Brenda Halle, Carol Herman, Pat Jacquemart, Vern Kary, Tammy Mulske, Doug Osowski, Catherine Perry, and Tami Swiers

1. Program:

President Kelley gave the Senate an overview of his dealings with the ND State Legislature and the status of UND. He also answered various questions from the Staff Senators.

2. **Minutes:** *Dave Senne moved to accept minutes after corrections have been made, Dave Knittel seconded to approve the minutes of the December 10, 2008 Staff Senate Meeting. Motion carried.*
3. **Treasurer's Report:** Sherry Zeman has sent out the updated treasurer's report for Senate review. Dave Senne asked that the money budgeted for Spring Fling be moved into that account.
4. **Staff Senate Committee Reports:**
(Please remember to provide a written report to the secretary prior to this meeting.)
 - a. **Bylaws/Election:** Joneen Iverson reported that the committee has not met. There are 4 openings in the Professional category and 1 in the Service category. Next meeting will be January 21, 2009, MU Alumni room at 9:30 am.
 - b. **Fundraising/Scholarship:** Linda Neuerburg reported that the committee has not met but will be meeting soon to discuss the scholarship application form.
 - c. **Legislative:** Eric Tweton reported that the committee met on January 7th and discussed the various bills coming up in the ND Legislature.
 - d. **Public Relations:** Diana LeTexier reported that the committee met and discussed the responsibilities of the PR committee. They will be meeting the first Thursday of the month.

- e. **Staff Development Program:** Loren Liepold reported that the committee has been busy organizing the Staff Senate Development Series. February 18th will be a workshop on budgeting presented by the Village. It will be held in the River Valley room in the Memorial Union. March will be a workshop on Stress, April a workshop on Workplace etiquette and another one in May.

The committee made a motion to spend \$500 dollars per workshop for a max of \$2000. Motion Carried.

- f. **Staff Recognition:** Cheryl Widman reported that the committee met and discussed the procedure for the Staff Senate Yearly Award which will be discussed later in the meeting.

5. Old Business

- a. **U-Shine Award** – Janice Hoffarth reported that John Siebel is January's U-Shine Award winner.
- b. **Suggestion Box Submission** – Janice Hoffarth reported that there was nothing submitted.
- c. **Staff Senate Award** – Cheryl Widman informed us on the procedures for the Staff Senator Award and passed out a draft of the procedures to everyone.

Committee moved to have the draft of the Staff Senator Award procedures approved, with the following two amendments: to have the excused absents count as in attendance and to allow the Staff Recognition Committee to set the criteria on tie-breakers. Called the Question. Motion Carried.

6. New Business

- a. Vice President for Finance and Operations Search Committee Update – Janice Hoffarth reported that they had met and worked out the job criteria and they would know more in the upcoming weeks.

7. Other Committee Reports:

- a. **Budget & Planning Committee:** (Janice Hoffarth, Loren Liepold and Nikki Seabloom) – Janice Hoffarth reported that they had not met.
- b. **Chester Fritz Auditorium Advisory Board:** (Tammy Mulske) Janice Hoffarth reported that they have not met.
- c. **Council of State Employees (COSE):** (Dave Senne) – Dave Senne reported that January 22nd is his last official meeting in Bismarck. A reminder that the FISH awards are on the COSE website and also a State Employee discount list in all cities will be posted soon. Huge "Thank You" to Dave for serving on the COSE board and keeping Staff Senate updated on their events.
- d. **Building/Facility Access Committee:** (Doug Osowski) – Doug Osowski was not present.
- e. **Traffic Committee:** (Eric Tweton, Marco Holter, and Morgan Stroh) – Morgan reported that they will be looking at the perimeter lots next August 2009 for discounted parking rates.
- f. **University Senate:** (Janice Hoffarth, Loren Liepold, Carol Drechsel) – Carol Drechsel reported that they had not met.

- g. **Conflict of Interest/Scientific Misconduct Committee:** (Diane Hillebrand & David Knittel) – Diane Hillebrand reported that they had not met.
- h. **NDUSSS (North Dakota University System Staff Senate):** (Janice Hoffarth, Loren Liepold and Joneen Iverson) – Janice Hoffarth sent out the minutes of the first NDUSSS meeting fore all senators to review. The next meeting will be on February 2, 2009, through IVN. The Bylaws will be reviewed by the NDUS Senate and then will come to UND Staff Senate for review and approval.

9. **Matters Arising / Open Discussion**

10. **Adjournment:** 2:30 pm

Next meeting: 1:00 pm Wednesday, February 11, 2009, MU River Valley Room