



UND STAFF SENATE MINUTES

February 8, 2006

1:00 – 2:30 pm

Rooms 16/18, Swanson Hall

1. Meeting called to order by President Gerry Nies at 1:00 pm.

Members Present: Scott Baker, Valeria Becker, Fawn Behrens-Smith, Brenda Cole, Donna Ellertson, Rick Ellis, Maura Erickson, Suzanne Gandrud, Patrice Giese, Tod Gohl, Corey Graves, Marco Holter, Kayla Hotvedt, Joneen Iverson, Connie Jones, Beth Kasprick, Cindy Knudson, Mark Kobe, James Laturnus, Diana LeTexier, Loren Liepold, Robert Monette, Angie Morgan, Linda Neuerburg, Gerry Nies, Troy Noeldner, Doug Osowski, Chris Ostlie, Kurt Papenfuss, Sara Peters, Becky Reid, Leyton Rodahl, Brenda Schill, Linda Skarsten, Keith Skoglund, Jay Smith, Dianne Stam, Kent Streibel, Julie Sturges, Eric Tweton

Members Absent: Jack Chatt, Judy Jahnke, Vern Kary, Brenda Lanes, Cheryl Saunders, Susan Schostag, Dennis Stangl

Ex-Officio: Desi Sporbert

2. **Minutes:** *Donna Ellertson moved, Chris Ostlie seconded, to approve the minutes of the January 11, 2006, Staff Senate Meeting. Motion Carried.*
3. **Program:** Desi Sporbert, Human Resources, discussed the NDUS Reduction in Force policy and the procedures that the University follows.
4. **Treasurer's Report:** Sara Peters, Treasurer, reported a treasurer's report has been completed. The final dollar amount is correct but the breakdown of projects is not accurate. A report will be sent out as soon as the correct breakdown is complete.
5. **Staff Senate Committee Reports:** (Please remember to provide a written report to the secretary prior to this meeting.)
 - a. **Bylaws/Election:** Linda Neuerburg, Chair, reported the committee met and discussed a bylaw change which will be discussed later in the meeting. Letters requesting nominations for the next election will be sent out soon.
 - b. **Executive Committee:** Gerry Nies, President, reported the committee met and most items will be discussed later on the agenda.
 - c. **Fundraising/Scholarship:** Linda Skarsten, Chair, reported the committee met and discussed the cookbook and the scholarship application process.

The fundraising committee moved to request Staff Senate's approval to begin working on a third cookbook which would be sold in late 2006. Motion carried.

Linda Skarsten moved that Staff Senate provide funding for the mailing of the scholarship applications. Leyton Rodahl seconded. Motion carried.

- d. **Legislative:** Eric Tweton, Chair. The committee did not meet.
- e. **Public Relations:** Dennis Stangl, Chair, absent. Val Becker reported the committee met yesterday. Staff Senate was asked to remove the items from the display case.
- f. **Staff Development Program:** Kent Streibel, Chair, reported the committee is working on getting a motivational speaker to do a workshop on communicating with co-workers.

Kent Streibel moved to allocate \$1200 of Staff Development funds for the motivational speaker. After much discussion the motion was withdrawn.

- g. **Staff Recognition:** Leyton Rodahl, Chair, reported the Spring Fling is scheduled for May 5 at Hyslop. The committee met with Dining Services and is waiting to hear back from them to see what kind of donations will be provided this year for the Spring Fling. Once a proposal is received from Dining Services, a budget will be prepared and submitted to Staff Senate for approval.

6. **Old Business:** (None)

7. **New Business**

- a. **Bylaws Change:** Linda Neuerburg presented a revision to the Bylaws.

Linda Neuerburg moved, and Doug Osowski seconded, to change Section V. A. (second paragraph) of the bylaws from:

Every Staff Senate member is encouraged to belong to a committee.

To:

Every Staff Senate member is required to belong to a committee.

Val Becker moved to amend the change to read:

Every Staff Senate member is expected to belong to a committee.

Motion to amend carried.

Motion carried.

- b. **Surveillance Equipment:** Gerry Nies announced that he received an email regarding a new surveillance policy on campus. The purpose of this standard practice is to regulate the use of surveillance equipment for the purpose of security.
- c. **Nomination Letters:**

Linda Neuerburg moved to provide the money needed to duplicate and label the letters being sent to staff to request nominations for the Staff Senate Election. Julie Sturges seconded. Motion carried.

8. Other Committee Reports:

- a. **Bookstore Advisory Board:** Donna Ellertson. Did not meet.
- b. **Budget & Planning Committee:** Gerry Nies reported that the committee met and went over peer institution reports and looked at possible tuition increases to cover rising costs.
- c. **Chester Fritz Auditorium Advisory Board:** Val Becker reported the committee met last month and is working on a mailing requesting donations for repairs for the Auditorium.
- d. **Council of State Employees (COSE):** Leyton Rodahl reported the council met on January 19 in Bismarck. He invited everyone to take a look at the COSE website. They are seeking nominations for the Governor's Award for Excellence. Next meeting will be in Grand Forks in April.
- e. **Key Policy Committee:** Brenda Cole reported the committee met and discussed various key issues. Five card access vendors will be coming to campus.
- f. **Traffic Committee:** Scott Baker, Suzanne Gandrud, Marco Holter. Scott Baker reported that VP Gallagher will be meeting with both traffic committees to discuss campus-wide issues. The work on ramp by Swanson will begin in the spring and be finished in fall 2007. Second Avenue will be shut down during the construction. Night and event parking is still being discussed.
- g. **Trash for Scholarships:** Rick Ellis reported a letter, requesting approval of the project, will be sent to VP Gallagher. The letter was given to Gerry Nies for corrections.
- h. **University Senate:** Gerry Nies, Kent Streibel, Rick Ellis. Gerry Nies reported that nothing related to staff was discussed at University Senate.

9. Open Discussion and/or Announcements

10. Adjournment

Kent Streibel moved, Marco Holter seconded, to adjourn. Motion Carried.

Respectfully submitted,
Joneen Iverson, Secretary
UND Staff Senate

Next meeting: 1:00 pm Wednesday, March 8, 2006, in Swanson 16/18.