



UND STAFF SENATE MINUTES
February 11, 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, Brenda Halle, Diane Hillebrand, Janice Hoffarth, Marco Holter, Joneen Iverson, Vern Kary, Mark Kobe, Nicole Koll, Kathy Lacey, Darin Lee, Lynn Lee, Diana LeTexier, Loren Liepold, Shari Nelson, Linda Neuerburg, Shelly Pecka, Kerrie Peltier, Joshua Rahn, Nikki Seabloom, Linda Skarsten, Morgan Stroh, Janelle Studney, Eric Tweton, Phyllis Vold Cheryl Widman, and Sherry Zeman

Ex-Officio Present: Desi Sporbert

Members Absent: Jayne Brown, Carol Herman, Pat Jacquemart, David Knittel, Tammy Mulske, Doug Osowski, Catherine Perry, Brenda Schill, Brett Seaberg, Dave Senne, Derek Stinchfield, Kristi Swartz, Tami Swiers, and Courtenay White,

1. **Minutes:** *Cheryl Widman moved to accept minutes after corrections had been made, Diana LeTexier seconded to approve the minutes of the January 14, 2009 Staff Senate Meeting. Motion carried.*
2. **Treasurer's Report:** Sherry Zeman had sent out the updated treasurer's report for Senate review. The money for Spring Fling has been transferred into the fund. Janice Hoffarth reported that the U-Shine Award cost has come out to \$80-\$84 per winner.
3. **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. Their next meeting will be February 18, 2009 in the Governor's Room at 9:30am. They are currently working on ballots for elections. She reported that Patricia Young has been asked and accepted a staff senate position in the Service Category.

The committee made a motion to approve Patricia Young to fill a term ending in 2011. Motion carried.
 - b. **Fundraising/Scholarship:** Linda Neuerburg reported that the committee has not met. It was reported that a scholarship recipient was not currently enrolled as a full-time student but is paying full-time tuition. The committee will meet to discuss the criteria for receipt of a scholarship and then will report their findings to the Executive Committee where a decision will be made if one cannot be made after reviewing the criteria.
 - c. **Legislative:** Eric Tweton reported that the committee has not met yet. They will be meeting on February 19, 2009 in the Alumni Room. The State Legislature will be meeting in the City Council Chambers on February 14, 2009 from 9:30-11:00am to discuss various bills.

- d. **Public Relations:** Diana LeTexier reported that the committee met and discussed the committee procedures and reviewed the programs that the Staff Development Committee is working with U2 on.
- 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 is also working with U2 to get the information available online.
- f. **Staff Recognition:** Cheryl Widman reported that the committee has not met. The changes that were made to the Staff Senator of the Year Award procedures at the January 14, 2009 Staff Senate meeting were completed and the procedures were finalized. No nominations for the award have been received yet. Nominations are due by March 1, 2009 from each committee. Staff Recognition will be meeting soon to start making plans for Spring Fling.

4. **Old Business**

- a. **U-Shine Award** – Janice Hoffarth reported that Kristen Peterson is February's U-Shine Award winner. There are already three nominations for March. There is only to be one person per nomination form. Janice Hoffarth stated that anyone can come along when she presents the winner with the award.
- b. **Suggestion Box Submission** – Janice Hoffarth reported that there was nothing submitted.
- c. **Staff Senate Award** – Cheryl Widman informed us that nominations have yet to be handed in from the committees.
- d. **Vice President for Finance and Operations Search Committee Update** –Janice Hoffarth reported that the position description has been completed. Cheryl Widman reported that the advertisements have been sent out and two applications were received within the hour after the ads went out. Janice Hoffarth said that the search committee has to have the names of 3 candidates to President Kelley by the end of April and the final decision is made at the President's level. Any staff that has questions that they would like to have asked at the interview of the candidates is asked to bring those questions forward to Janice Hoffarth.

5. **New Business**

- a. Elections –Joneen Iverson said that the ballots will be sent out at the end of February, beginning of March. Everyone is asked to talk to co-workers and encourage them to run for a position on Staff Senate.

6. **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 was not present.
- d. **Building/Facility Access Committee:** (Doug Osowski) – Doug Osowski was not present.

- e. **Traffic Committee:** (Eric Tweton, Marco Holter, and Morgan Stroh) –The committee met on January 20, 2009. During that meeting, the installation of a few new parking meters were approved for the Aerospace parking area. Morgan Stroh reported that the committee would like to add a few new members. There was a request from a faculty member to get free bus fare for staff and faculty on the city bus line like the students currently get. Morgan Stroh also reported that a staff member was upset that the Wellness Center did not have free parking. The Wellness Center was paid by student funds so the parking lot is not controlled by the Parking Office.
- f. **University Senate:** (Janice Hoffarth, Loren Liepold, Carol Drechsel) –Loren Liepold reported that the senate had met and discussed amending the bylaws regarding student government representatives. The amendment stated that only students who were on student government could attend University Senate meetings. Currently, any student that the Student Body President asked could come to the University Senate meetings to represent the students and vote. After much discussion, the amendment was not made.
- g. **Conflict of Interest/Scientific Misconduct Committee:** (Diane Hillebrand & David Knittel) – Diane Hillebrand reported that they had not met but a meeting is scheduled for February 13, 2009.
- h. **NDUSSS (North Dakota University System Staff Senate):** (Janice Hoffarth, Loren Liepold and Joneen Iverson) – Janice Hoffarth reported that until NDUSSS proves to be viable, the Higher Board of Education will not fund the travel expenses for the NDUSSS President. President Kelley met with Janice Hoffarth and stated that he would provide the funding until the Higher Board of Education agrees to pay. Janice Hoffarth also reported that during the last NDUSSS meeting, NDSU made a motion that they not elect new officers this year in case it would derail the momentum that they have gained so far, so Janice Hoffarth will be NDUSSS President for another year. The constitution and bylaws for NDUSSS was sent out via email from Janice Hoffarth and everyone was asked to review them and bring forward any suggestions for changes or questions to Loren Liepold.

9. **Matters Arising / Open Discussion**

This was Nikki Seabloom's last Staff Senate meeting. She is retiring at the end of February. Nicole Koll will be leaving UND in June 2009 and will not be able to finish the last year of her term.

10. **Adjournment:** 2:11 pm

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