



UND STAFF SENATE MINUTES

September 10, 2008

1:30 – 3:00 pm

Swanson 10/12

1. Meeting called to order by President Janice Hoffarth at 1:26 pm

Members Present: Raelynn Abernathy, Jeanne Bjerklie, Chad Bushy, Katie Douthit, Cherie Dufault, Brenda Halle, Diane Hillebrand, Janice Hoffarth, Joneen Iverson, Vern Kary, Mark Kobe, Nicole Koll, Darin Lee, Lynn Lee, Diana LeTexier, Loren Liepold, Tammy Mulske, Shari Nelson, Linda Neuerburg, Doug Osowski, Shelly Pecka, Catherine Perry, Joshua Rahn, Nikki Seabloom, Linda Skarsten, Derek Stinchfield, Morgan Stroh, Janelle Studney, Kristi Swartz, Eric Tweton, Phyllis Vold, Allison Welling, Courtenay White, Cheryl Widman, and Sherry Zeman

Members Absent: Jayne Brown, Rebecca Cournia, Carol Drechsel, Carol Herman, Marco Holter, David Knittel, Kathy Lacey, Marci Mack, Kerrie Peltier, Dave Senne, and Tami Swiers

Ex-Officio Present: Desi Sporbart

2. **Program:** Brian Faison, UND Athletic Director spoke to the Senate about what is happening with UND going Division 1 and what the future holds.
3. **Minutes:** *Nikki Seabloom moved, Catherine Perry seconded to approve the minutes of the August 13, 2008 Staff Senate Meeting. Motion carried.*
4. **Treasurer's Report:** Sherry Zeman has sent out the updated treasurers' report. Allocated Funds have been removed from the Staff Senate account but Janice Hoffarth has been informed that some of the money will be returned.
5. **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 met and she distributed the bylaws to the members and they are looking them over. Next meeting is scheduled for September 17th in Education 206. She is working to fill the open positions.
 - b. **Fundraising/Scholarship:** Linda Neuerburg reported that the 31 Days of Glory permit was purchased and a bid for the ticket printing has gone out. Rebecca Cournia will be in charge of the tickets this year. *Committee made a motion to give one cookbook to the Staff Recognition Week Door prizes. Motion carried.* Family Weekend table in the union on Friday October 17th to sell cookbooks. They will need volunteers from 8:30 – 4:00. Next meeting will be held when the tickets are printed.
 - c. **Legislative:** Eric Tweton reported that the committee met on August 20th and looked at the state website. Next meeting is on September 24th at 10:00 am in the MU Alumni room.

- d. **Public Relations:** Diana LeTexier reported that the committee has not met and is still in need of members.
- e. **Staff Development Program:** Loren Liepold reported that the committee has not met but will be meeting on Oct 8th.
- f. **Staff Recognition:** Cheryl Widman reported we served about 340 at the Ice Cream Social, 430 at the Taco in a Bag, and 425 at the Courtyard Picnic. They will be having a wrap-up meeting after this week's activities.

6. Old Business

- a. **Presidential Meeting Update:** Janice Hoffarth and Loren Liepold met with the president on September 3rd. He loved the strategic plan flyer and we will be showing it to Peter Johnson for editing and then posting it on the website and also presenting it to the presidential cabinet. President Kelley will be writing a letter in support of Staff Senate to the University. He has approved funding and doubled our budget. He was very excited about the Outstanding/Star Staff member award and also the statewide Staff Senate Conference. Janice asked for a special committee to be formed to help with the logistics of the Outstanding Staff member award. Volunteers are asked to let Nicole Koll know via email or phone.
- b. **Parade Update** – We are using an old green truck and need people to walk and hand out candy. We will be putting the float together at 7:30 at Burtness and will be by the Y at around 8:00 am to finish decorating.
- c. **Spotlight Employee** – Committee formed.
- d. **Budget** – No budget yet - committees are asked to get their budgets to Janice asap.

7. New Business

- a. **Opening for the Conflict of Interest/Scientific Misconduct Committee:** If you are interested email Janice.
- b. **Election of Member at Large:** Douglas Osowski.

8. Other Committee Reports:

- a. **Budget & Planning Committee:** (Joneen Iverson, Janice Hoffarth, and Nikki Seabloom) – Joneen Iverson reported that they did not meet.
- b. **Chester Fritz Auditorium Advisory Board:** (Tammy Mulske) Has not met.
- c. **Council of State Employees (COSE):** (Dave Senne) – Doug Osowski said they will be meeting in October and that he will bring it up that the forms that are online to nominate employees are a little lengthy.
- d. **Building/Facility Access Committee:** (Doug Osowski) Has not met.
- e. **Traffic Committee:** (Eric Tweton and Morgan Stroh) – Has not met.
- f. **Parking Task Force:** (Janice Hoffarth, Loren Liepold, Sherry Zeman) – Has not met.
- g. **University Senate:** (Janice Hoffarth, Loren Liepold, Carol Drechsel) – Janice Hoffarth reported that the Senate met and discussed tenure and promotion procedures and guidelines within each department.
- h. **Conflict of Interest/Scientific Misconduct Committee:** (Diane Hillebrand) – Diane Hillebrand reported that they met on August 29th, mainly looking at the Conflict of Interest issues and they will be meeting every 2 weeks.

9. Matters Arising / Open Discussion

- a. Carol Drechsel provided us with a flyer on the Campus Quality Survey that has been handed out.

10. Adjournment

Cathy Perry made a motion to adjourn. Nicole Koll seconded. Meeting adjourned.

Next meeting: 1:00 pm Wednesday, October 8, 2008, Swanson 10/12.