



UND STAFF SENATE MINUTES

October 8, 2008

1:00 – 2:30 pm

Swanson 10/12

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

Members Present: Jayne Brown, Chad Bushy, Rebecca Cournia, Katie Douthit, Carol Drechsel, Cherie Dufault, Brenda Halle, Diane Hillebrand, Janice Hoffarth, Marco Holter, Joneen Iverson, Vern Kary, David Knittel, Mark Kobe, Nicole Koll, Kathy Lacey, Darin Lee, Lynn Lee, Diana LeTexier, Loren Liepold, Tammy Mulske, Shari Nelson, Linda Neuerburg, Doug Osowski, Shelly Pecka, Kerrie Peltier, Joshua Rahn, Brenda Schill, Nikki Seabloom, Brett Seaberg, Linda Skarsten, Morgan Stroh, Kristi Swartz, Tami Swiers, Eric Tweton, Phyllis Vold, Allison Welling, Courtenay White, Cheryl Widman, and Sherry Zeman

Ex-Officio Present: Desi Sporbert

Members Absent: Raelynn Abernathy, Jeanne Bjerklie, Carol Herman, Catherine Perry, Dave Senne, Derek Stinchfield, and Janelle Studney

1. Program:

UND President Kelley was unable to attend. Professor Douglas Munski, Chair of the Parking Committee outlined the Vetting (and Venting) process concerning the raise in cost of parking passes. The task force will make recommendations to the parking committee who will pass them on to Robert Gallagher, the Vice President for Finance & Operations. He will then approve or disapprove of those changes and then pass his recommendation on to University Fees. President Kelley will have final authority. The ND Legislature has made parking, housing and dining a self-supporting entity. There has been a 100% increase in materials from 2005 to 2007. All of these factors plus more have led to the need to raise the price of the parking passes. Doug Munski said that there will be various town hall meetings for people to share their recommendations to the task force.

2. **Minutes:** *Cheryl Widman moved, Nikki Seabloom seconded to approve the minutes of the September 10, 2008 Staff Senate Meeting. Motion carried.*

3. **Treasurer's Report:** Sherry Zeman has sent out the updated treasurers' report for Senate review.

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 met on September 17th. There are still two professional positions that need to be filled.

Motion from the committee to accept three new senators: Pat Jacquemart, Brett Seaberg, and Ron Burrows. No discussion. Motion Carried.

b. **Fundraising/Scholarship:** Linda Neuerburg reported that the 31 Days of Glory tickets are ready and can be picked up. Each senator receives 10. Rebecca Cournia will be in charge of the

tickets this year. Money must be turned in by November 12, 2008. The committee is looking for volunteers to sell cookbooks in the Union on Friday, October 17th, for Family Weekend. A sign-up sheet is being passed around.

- c. **Legislative:** Eric Tweton reported that the committee met on September 24th and discussed the upcoming election. If you cannot vote an absentee ballot can be requested at the ND State government website.
- d. **Public Relations:** Diana LeTexier reported that the committee has not met.
- e. **Staff Development Program:** Loren Liepold reported that the committee discussed the upcoming threats workshop and there will be more information coming.
- f. **Staff Recognition:** Dave Senne reported that they are finalizing the bills for staff recognition week.

5. Old Business

- a. **Parade Update** – Homecoming parade is Saturday October 18th. Sherry Zeman volunteered to pick up the balloons. Line up is in the Chester Fritz Parking lot at around 9:00am. Loren will need some assistance loading the cake onto the truck.
- b. **U-Shine Award** – Janice Hoffarth reported that Doug Osowski will have the website up and ready soon.
Vern Kary made a motion to approve the U-Shine Award website. Marco seconded. Motion carried.

Janice reported that Robert Gallager, the Vice President for Finance & Operations, would be willing to fund a yearly staff award drawn from the past years winners. Darin Lee suggested that the winners be recognized at the awards ceremony.

Vern Kary made a motion to ask the VPFO to fund the yearly award to a UND staff U-Shine yearly winner. Dave Senne seconded.

- c. **NDUS Staff Leadership Conference** – Janice Hoffarth said that the conference is scheduled for November 14th. She has had a great response and more than 3 people want to attend from some colleges/universities.
- d. **Budget** – Janice Hoffarth passed out the budget.
Motion from Executive Committee to approve the budget. Motion carried.
Nikki Seabloom requested that the senate receive a copy of the budget before the meeting so there is time for review.
- e. **Conflict of Interest/Scientific Misconduct Committee** – Janice asked for a volunteer since no nominations forms were received. Dave Knittel volunteered.

6. New Business

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) Tammy Mulske reported that they had not met.
 - c. **Council of State Employees (COSE):** (Dave Senne) – Dave Senne reported that the next meeting is November 16th.
 - d. **Building/Facility Access Committee:** (Doug Osowski) – Doug Osowski reported that the committee has not met.
 - e. **Traffic Committee:** (Eric Tweton and Morgan Stroh) – Eric Tweton reported that they are now meeting monthly and they handled one appeal.
 - f. **Parking Task Force:** (Janice Hoffarth, Loren Liepold, Sherry Zeman) – Janice asked members to please inform UND staff about the upcoming meetings and to help in distributing the information about the parking pass increase.
 - g. **University Senate:** (Janice Hoffarth, Loren Liepold, Carol Drechsel) – Janice Hoffarth reported that the Senate met and discussed the parking issue and requested that a 5 year hold on the parking increase be taken out of the recommendation.
 - h. **Conflict of Interest/Scientific Misconduct Committee:** (Diane Hillebrand) – Diane Hillebrand reported that the committee is working on a process model and drafting policy and procedures. They are meeting every 2 weeks.
9. **Matters Arising / Open Discussion**
- a. Janice reported that the suggestion box was advertised and a lot of submissions have been received.
10. **Adjournment:** 2:35 pm

Next meeting: 1:00 pm Wednesday, November 12, 2008, MU River Valley Room.