



**Staff Senate, Minutes
December 12, 2007
1:00 - 2:30 pm
Hughes Fine Arts**

1. Joneen Iverson, President called the meeting to order at 1pm.
2. **Members Present:** Raelynn Abernathy, Valeria Becker, Fawn Behrens-Smith, Ron Burrows, Chad Bushy, Rebecca Cournia, Cherie Dufault, Corey Graves, Janice Hoffarth, Marco Holter, Kayla Hotvedt, Joneen Iverson, Teckla Jacobson, Judy Jahnke, Connie Jones, Vern Kary, David Knittel, Mark Kobe, Nicole Koll, James Laturus, Diana LeTexier, Loren Liepold, Marci Mack, Tammy Mulske, Shari Nelson, Linda Neuerburg, Sarah Owens, Shelly Pecka, Catherine Perry, Nikki Seabloom, Dave Senne, Linda Skarsten, Keith Skoglund, Jay Smith, Dianne Stam, Morgan Stroh, Kristi Swartz, Eric Tweton, Cheryl Widman

Members Absent: Gayann Akset, Pamela Burkes, Cindy Knudson, Sarah Lundeby Jana Marjamaa, Doug Osowski, Kerrie Peltier, Susan Schostag, Kent Streibel, Tami Swiers, Ray Tozer, Phyllis Vold, Sherry Zeman

Ex-Officio: Diane Nelson

3. **Program: President Search Update:** Alice Brekke reported that there are five candidates that have been invited to the next phase of the search for a new UND president. Their names are Dennis Elbert, Phyllis Johnson, Robert Kelley, Kathleen Long, and Bruce Smith. The first will arrive January 9, 2008 and the final candidate will be completed on January 26, 2008. There will be an open forum for the public including the campus community. There is also time being set aside for Staff Senate to meet with the candidates. Each candidate will give a public presentation/speech. Alice asked that if there are specific questions anyone would like the candidates to answer that you would send her an email at alicebrekke@mail.und.edu. Alice was then asked to report on any information for the search for the next athletic director. She reported that the search committee met twice to talk about the process and time line. There will be an ad placed on the 1st of January and applications will be accepted until the position is filled. She will keep Staff Senate updated on both positions.
4. **Minutes:**

Loren Liepold moved to approve the minutes of the November 14, 2007 meeting. Nikki Seabloom seconded the motion. Motion carried.
5. **Treasurer Report:** Corey Graves reported that the deposits for cookbook sales are being taken. He has collected all the 31 Days of Glory money, and has begun to contact the winners.
6. **Committee Reports** (Please remember to turn in a written report to Secretary)

- a. **Bylaws/Election** - Kent Streibel, Chair, absent. Fawn Behrens-Smith reported that they have not met officially, but have communicated via email.

The Bylaws and Elections Committee moved to accept the resignation of Sarah Owens and accept the nomination of Tammy Mulski to fill the Technology position vacated by Sarah. Motion carried.

- b. **Fundraising/Scholarship**- Dianne Stam, Chair, reported that they met December 11, 2007. All the 31 Days of Glory raffle tickets were sold and all the Staff Senate can coolers have been sold also. There have been over 400 cookbooks sold so far. Staff Senate has permission to sell cookbooks at the 125th Anniversary party in February. Dianne then discussed the need to do a reprinting of the cookbook to sell during the 125th events. With less than 100 cookbooks left Staff Senate could lose out on the selling of cookbooks during this event.

Fawn Behrens-Smith moved to assess the need to order 200 more cookbooks during the January 2, 2008 meeting of the Executive Committee and to give the Executive Committee permission to decide if it is necessary to do a reprint of the cookbook. Diana LeTexier seconded. Motion carried.

- c. **Legislative**- Eric Tweton, Chair, reported that they did meet but there is not a whole lot going on in the legislature. The Legislature Council Committee is meeting to review the retirement plan.
- d. **Public Relations**- Kayla Hotvedt, Co-Chair, reported that herself and Sue Schostag met and discussed the Public Relations Committee goals and membership/attendance.
- e. **Staff Development Program**- Janice Hoffarth, Chair, reported that they met today. They discussed the program to be held for spring semester and then announced that the Winter Olympics have been postponed. Shelly Pecka report on the spring program called "What to do before an ambulance arrives." There will be two sessions to try to be available for as many people as possible. They have a UND employee who also works for Altru that has volunteered his/her time. They will report more details as they come.
- f. **Staff Recognition**- David Senne, Chair, reported the committee did not meet.

7. Old Business

- a. **Northwood Project**- Janice Hoffarth reported that 70 Pride of the North band members and 8 Staff Senators took 2 buses to Hatton, ND to present the donated money and instruments to the students of Northwood. The project was a huge success. Congratulations were given to Janice for putting this project together. Over \$2500 dollars were donated along with instruments and music.
- b. **Conflict of Interest/Scientific Misconduct Committee**: Joneen Iverson reported that Corey Graves and Kayla Hotvedt were elected to sit on the Conflict of Interest/Scientific Misconduct Committee.

8. New Business

- a. **Wacky Winter Olympics**: Janice Hoffarth reported that this event has been postponed until further notice.

- b. **Founders Day Program:** Loren Liepold asked for volunteers to help paint the set for the Founders Day Program. The set will be painted at the Burtness Theater; it will be a lot of fun. He also asked that if anyone has pictures of UND from the past or present and is willing to share them he would like to include them in the design. The painting will happen on Saturdays in January. For questions and times, contact Loren.

9. Other Committee Reports

- a. **Budget & Planning Committee** – Joneen Iverson, Janice Hoffarth, Nikki Seabloom. The committee has not met.
- b. **CF Auditorium Advisory Board** – Val Becker. The committee has not met.
- c. **COSE** – David Senne and Doug Osowski. David Senne reported that the ballots are out for the new COSE board elections. Please be sure to submit your votes. There will be a meeting in January at Bismarck, ND.
- d. **Building/Facility Access Committee** – Doug Osowski- Absent.
- e. **Traffic Committee** – James Laturnus, Morgan Stroh, Eric Tweton, Jim Laturnus reported the committee did meet and talked about the parking ramp changing pricing. They are still working on event parking and creating/marketing the parking ramp. It was decided that Jason Uhlir should be invited to a Staff Senate meeting to discuss parking issues.
- f. **University Senate** – Joneen Iverson, Janice Hoffarth and Corey Graves. Corey Graves reported on the Athletic Director Search. They went over the listing of required and preferred qualifications. The draft version of the qualifications for the new Athletic Director is waiting for the Presidents approval. Also reported that “the move to D1 will not come at the cost of academics.” There was discussion regarding a fall break in October. There would be a day or two off. For this to happen school may have to begin earlier in the Fall. For this to happen the NDUS Higher Ed Board would have to approve.
- g. **125th Anniversary Birthday Party-** Sue Schostag and Nikki Seabloom. Nikki Seabloom reported that they will be meeting this afternoon. The party will be held on February 27 from 12:30pm-3:30pm. There will be a sign-up sheet passed around at the next meeting for volunteers to cut cake during the party.
- h. **Worksite Wellness** – David Knittel reported on the “Know your Numbers” program. He also reported that the committee will meet as needed.
- i. **Conflict of Interest/Scientific Misconduct Committee** – Corey Graves and Kayla Hotvedt. Have not met.

10. Matters Arising: None

11. Adjournment

Mark Kobe moved to adjourn the meeting, Eric Tweton seconded. Motion Carried.

12. Next Staff Senate Meeting January 9, 2008, River Valley Room, Memorial Union.