

*Minot State University Staff Senate Meeting
March 15, 2005 - Jones Room*

Members Present:

Linda Benson, Karen Brunner-Wright, Sheldon Dokken, Donna Harvey, Cathy Horvath, William Klimpel, Scott Peterson, Kim Schwinler, Audrey Sidener, Laurie Weber, Sherry Wheeling, Wes Matthews-Ex Officio, Kim Thompson-Ex Officio.

Members Absent:

Judy Bacon, Caren Barnett, Billy Boyeff, Chad Carr, Timothy Healy, Pat Hrichena, Gary Wolf, Sherie Saltveit, Kim Withus, Kimberly Witt.

Officers Reports:

President Benson called the meeting to order at 9:00 am. Minutes of the previous meeting were approved as read. Staff Senate Budget Balance: \$750

Old Business:

Picnic:

Picnic area reserved for August 19, 2005

Convocation:

Faculty and staff comments from January 10th convocation have been sent to all Directors.

Search Committees:

VP for Advancement - Dr. Hall received applications Monday, March 21, 2005. Search committee meeting scheduled for Wednesday, March 23rd.

VP for Administration & Finance - Applications due March 14, 2005. Search committee to meet Thursday, March 17 to review 19 applications to reduce list down to 12 or less.

Staff Perks Brochure

Laurie Weber reported that the brochure has been printed and provided to the Human Resources (HR) office for distribution to new employees. It is also available via the web (<http://minotstateu.edu/stfsenat/perks.html>).

New Business:

Spouse/Dependent Tuition Waiver (Wes Matthews)

Determination of who is considered a dependent will be based "loosely" on IRS guidelines. A scholarship application from Financial Aid office must be completed, then the HR office will affirm that the individual is a dependent or spouse. There is no burdensome criteria (i.e., no tax records verification required). Discussion regarding how the tuition waiver would work if individual qualifies for Academic Excellence and Diversity awards. Individual could accept both of these awards or the tuition waiver, but not both. Tuition waiver program waives 50 percent of tuition cost and Minot State

University benefits from increased enrollments. Applies only to tuition, not fees, and currently online courses and courses offered through MSU-Bottineau are ineligible to be waived.

Legislature (William Klimpel)

State House of Representatives passed the bill that would provide 3% and 4% raises over the next biennium. Bill is currently in the Senate. Four percent each year is still a possibility. The bill to charge new state employees a portion of their health care has been defeated.

ConnectND (Wes Matthews)

Payroll - There have been some payroll issues especially with contract pay. Some conversions errors that will not be resolved until the end of the contract. HR office has worked to keep people informed and stay on top of all issues. Issue with leave accrual reporting has been resolved. Currently working to have the pay statement report "leave earned this period". There was also some discussion regarding saving bonds issues and statements being sent to the wrong person. Staff patience has been remarkable with issues of under and over payment.

International Students - There have been a number of treaty issues and the international software program that is used on campus (Windstar) does not interface well with Peoplesoft.

Aleph (Donna Harvey)

The new library PALS software is working well across the system.

Reports from Dr. Fuller

Search Committees - Collective meeting of search committee members for VP Academic Affairs, VP for Administration & Finance, VP for Advancement. Good representation on the search committees and good pool of candidates. Looking to meet July 1, 2005, deadline but shortened search period (end of April) may result in 1 or 2 month extension.

Open Forums - Well attended, the next one scheduled for April 6, 2005, will be devoted to discussion about the institutional budget. Will know at that time also what tuition will be for the next academic year.

Legislature - Working with State Board office to lobby against Senate Bill (SB2003). This bill could potentially take funding away from 8 institutions to increase the equity funding of NDSU (Fargo), LRSC (Devils Lake) and BSC (Bismarck). Minot State is currently at 67% funding rate of peer institutions. MSU position is to not shift money. Undermines ability to work as a University System. Additional state revenues does not mean more dollars will go to higher education. Currently higher education is slated to receive 21 percent of the state budget less 6.2 million.

Planning & Budget Council - Currently, council members are involved in 15 Focus Groups include constituents from both on and off campus. The process is going well - it is expected that a total of 20 - 25 focus groups will be completed.

Student Union Ballroom - Architects, Wade & Whitey, have evaluated the current ballroom. Students would like to see a student-centered area, very open, and move Student Association (SA) offices to this location.

Vice President Changes - Alignments are being discussed with the recruitment of new vice presidents. Recruiting Services (Enrollment Management) is a critical area that needs to be moved out of Career Services and aligned with Admissions and Financial Aid under one vice president. Will look to add two additional full time recruiters to work on enrollment management.

Inauguration Committee Report

Dates: April 27 - 29, 2005

Campus "celebration" critical part of the region for strategic planning and to market the institution. Local 4th graders (College Freshman in the Year 2013 - Minot State's Centennial) will be offered \$100 scholarship to come back in 2013, name new beaver, photographed on the dome floor spelling out "2013". Theme will be framed around, "Faith, Growth, Wonder" based on Brad Dean Thurow, Scholar - You must have faith in the seed. Activities include beaver relays, dam building contest, etc. Scholarship opportunities (\$500). Community very supportive in terms of private funding.

Other Discussion

Recognition Dinner - Discussion regarding night crew and food service employees attending Recognition Banquet.

Connection Magazine Distribution - Currently sent to MSU alumni and campus-wide distribution through MSU campus mail.

Trisha Black - Assistance helping students move into dorms. Freshman orientation is August 20-21, 2005 (could potentially be a conflict with Staff & Faculty Fall Picnic) and Family Week (weekend of November 5, 2005).

Motion to adjourn and second: Sheldon Dokken and Bill Klimpel.