

**Minot State University**  
**Staff Senate Minutes**  
**Tuesday, September 19, 2006**  
**9:00 am – Jones Room**

**Members Present:** Jolina Miller, Merri Jo Connole, Rich Berg, Chad Carr, Cheryl Rystedt, Donna Just, Pat Hubel, Renee Olson, Kris Warmoth, San Haarsager, Thomas Lipsey, Tawnya Bernsdorf, Brenda Roedocker, Scott Pederson, Linda Benson, Barb Johnson, Laurel Hyatt, Julie Drum, and Wes Matthews (ex officio).

**Members Absent:** Cassie Artz, Karlee Rauschenberger, Toni Schwartz, Jerry Smith, Lou Whitmer, and Kim Thompson (ex officio).

**Guests:** Melanie Moore, David Fuller

**Call to order:** Drum called the meeting to order at 9 a.m.

**Reports:** Budget was reported by Hubel as being \$1313.20.

**New Business:**

Melanie Moore presented the Staff Senate with an invitation and information on the Halloween event at the MSU Dome. Set up for the event will be on Monday evening October 30<sup>th</sup> from 7-9 pm and up until 4 pm the 31st. The kids will be able to come at 5 pm. Last year, there were over 1300 kids. No action or discussion on this was taken at this time.

Wes Matthews presented an overview of the draft of the new sexual harassment policy. He noted that the reason for the changes were in part due to the large increase in allegations which occurred over the 05-06 semester break. The policy is attempting to clarify what constitutes harassment and refine the policy of dealing with grievances. At this point, Wes is looking for some feedback on the draft. There will be continued revision and a final vote by the end of semester. Senate was asked to review the policy further. Plans are to discuss and have an initial vote on the draft next month.

Dr. Fuller presented information on enrollments. Third week numbers are down approximately 2% as was predicted. The number of first year students and graduate students is up. Enrollment of Canadian and Native American students is up as well. Online numbers increased over 14%. Noting that it appears likely that the state will approve the 21% of the state budget, MSU should not have to raise tuition as much next year; however, utility bills are unpredictable at this time and there is a projection that healthcare rates will rise significantly. Dr. Fuller also noted that he received good feedback at the forums and a revision of the 2013 plans will be forthcoming with an executive summary being delivered to the campus.

Other Notes: Dr. Fuller noted that the Beaver Dam was now open and extended an invitation for all staff to visit the facility. When asked about the required housing for students, Dr. Fuller noted that it has been studied by a task force and will be implemented

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in Fall 07. Finally, Dr. Fuller noted that the mentoring program is off to a great start and that the purpose is to provide students with support to make their first year a success. MSU at the Zoo. Drum asked for feedback and suggestions which can be carried over to/for the individuals who will run the event next year. Most felt that having the event in the zoo was much better even with the inclement weather. This year's attendance was 616 and included many alumni and approximate 86 new students and their families.

- A thank you was extended to Plant Services for the donation which covered the costs of using the tarp.
- Zoo and/or MSU need to be sure the public is aware that the zoo is rented for a private event. Many individuals came to go to the zoo that evening and had to be turned away. It was noted that this could be a "black eye" for MSU.
- Pop and trash cans spread out was good. Donna Just recommended that florescent paper be used next year to mark the buckets with the pop because some people mistook the cans for trash.
- No complaints were noted about having water poured from jugs. The recommendation is the buy inexpensive soda and the large water jugs (not individually bottled).
- Coleslaw should not be set up at one time.
- Cooking hotdogs as needed would be beneficial as over 400 were thrown away.
- Items remaining: 2000 hotdogs, 37 12-packs of soda, 14 bags of chips with a 9/26 expiration on them. Other nonperishable items are left and Drum is seeking a storage area for these items.
- Specific complaints: beans were bland, chip bags need tongs to keep people from handling them.
- Set a specific time for prize drawings on the invitations. Many wanted to put names in after drawings started.
- Budgeted item. The event was budgeted \$2393.61 which does not include Dr. Fuller's payment of \$1000 for the zoo rental. Dr. Fuller has not wanted a free-will offering to be set up for donations to help offset the cost of the event. If the event is not budgeted, there may be a need to do this.
- Decrease number of posters made from 100 to 50-75 maximum. There were too many on campus billboards.
- Prizes were donated and the only cost were the little bags they were put in.
- Student development assisted with the thank you notes and provided postage for event.

**New Business**

Senate will be putting a float in Homecoming Parade. The theme is "Bet on the Beavers." Currently, the float is in a garage at Plant Services. The MSU Bookstore is paying for the candy and will advertise on the float. Paper costs were \$190. Work is being done nightly and any staff who wants to assist is welcome. The float will be #16 in the parade and senate is looking for walkers.

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Leftover chips and soda will be available. Drum suggested an 11-1 potluck on Friday. Motion made by Benson. Motion failed. Benson made a motion to donate leftovers to athletics to feed the band. Any chips and soda that are left will also be donated.

**Other Business**

President Drum noted that she has received correspondence from both Cassie Artz and Karli Rauschenberger. Both ladies are on maternity leave until the start of Spring Semester. Rauschenberger will remain on Staff Senate. Artz has noted that she desires to be replaced.

NDCPD is using a catapulting device to throw footballs and other objects on Thursday (9/21) and invites everyone to attend the event. They also will be hosting a bowling tournament on 9/30/ from 2-5 pm. There is a \$15 entry fee and funds go for scholarships.

Student Association is selling shirts for MSU Homecoming for \$12 at the Beaver Dam.

Beaver Pride. Three thousand dollars has been earmarked for professional development activities. Jolina Miller will be developing a tracking database for participants. There will be recognition at the awards dinner. The Staff Senate's Professional Development Committee needs to meet to discuss the Beaver Pride program. The earmarked funds will be for paying instructors, plaques, etc. Berg noted he is on the committee and will call a meeting.

Wes Matthews noted that on 10/6/06, the compensation task force will meet for a morning to wrap up their recommendations. If enrollment holds steady, it is likely that up to 12 staff positions will be impacted with a slight increase in salary.

Meeting adjourned at 10:10 a.m.

**All Staff are invited and encouraged to attend all Staff Senate meetings.**