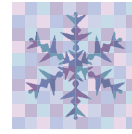


**Minot State University  
Staff Senate Minutes  
Tuesday, February 20, 2007  
9:00 am – Jones Room**



**Members Present:** Linda Benson, Rich Berg, Julie Drum, Patricia Hubel, Thomas Lipsey, Jolina Miller, Scott Peterson, Cheryl Rystedt, Wes Matthews, Amber Jensen (Student Association representative), Jerry Smith, Renee Olson, Merri Jo Connole, Toni Schwartz, and Laurel Hyatt. Arriving late - Chad Fenner.

**Members Absent:** Karlee Rauschenberger, Donna Just, Kristen Warmoth, Kim Thompson, Tawnya Bernsdorf, and Shan Haarsager, Chad Carr, Barb Johnson, Lou Whitmer

**Guests:** None.

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

**Officers Reports:** No report from the Vice President. Minutes were approved. The balance in the Staff Senate account is \$172.79.

**New Business**

Wes Matthews reported on the work of the Compensation Task Force (CTF). He stated that he would be asking for approval from the Staff Senate on the proposed recommendations of the CTF. Through his explanation, he reiterated the fact that it would take a few years to accomplish the plans. When asked about job descriptions, he noted that there had been a few individuals who spoke with him on a one-on-one basis regarding their position.

Motion to accept the recommendations of the CTF was made, seconded, and carried.

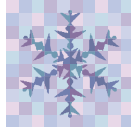
Matthews then provided an explanation of staff vacancies. He demonstrated the role of the supervisor in moving individuals within their line of supervision if they so choose. If there is no one for the position in the immediate chain-of-command, the position is advertised on campus. Policy states that if a position offers a promotion opportunity, it must be advertised on campus for a week. Once that time frame has expired and the position is not filled, the position is advertised off-campus. Matthews explained the situation of veterans preference.

The Information Technology Advisory Council asked for a representative from Staff Senate. The committee meets monthly during the academic year to review the campus instructional technology plans. Jolina Miller volunteered.

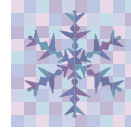
**Old Business**

**MSU at the Zoo:** After an examination of the costs of the event, the Staff Senate subcommittee that studied the figures notes that there needs to be a budget of \$3000 for the MSU at the Zoo event. A motion was made and seconded. Motion: Staff Senate

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



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President Drum will ask for a budget of \$3000, separate from the Staff Senate budget, be established for the purpose of an annual kickoff event. Motion carried.

**Staff Senate Scholarships** Benson reported that the scholarship committee had received 14 applications for the scholarships. It was determined that four \$100 scholarships would be awarded. Names were drawn and scholarships recipients are: Darren Armstrong, Jolina Miller, Ann Headrick, and Sherri Schaefer.

**Other New Business**

**Membership:** Karlee Rauschenberger has requested replacement on the Staff Senate. Chad Carr is working on a replacement for her. Kris Warmoth is also off due to her new position as Dean of Continuing Education. Drum believes that the replacement for Rauschenberger is Teresa Monley.

**Staff Involvement:** Drum presented feedback that she had received regarding Dr. Fuller's question regarding why staff members are not on more committees, etc. There was discussion regarding the reasons Drum had received. It was the consensus of the Staff Senate that the reasons she would present to Dr. Fuller were probably as comprehensive as they could be.

**Legislative Updates:** The ND Board requested a 5% increase for the next two years. The House is examining a 4% for each year. This is University System employee specific. Tuition increases are going to be limited to 5%. Of the appropriated salaries, 65% of the funds come from the legislature and 35% from tuition.

Matthews asked senators what they felt about the legislation being examined regarding HB2047. This was introduced by NDPERS. In this bill, anyone employed after August 1, 2007, will have \$12.50 per pay period placed in a 403B retirement account unless they decline. There was some discussion regarding this policy.

Meeting adjourned at 10:05 a.m.

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