

**Minot State University
Staff Senate Minutes
Tuesday, April 15, 2008
9:00 a.m. – Jones Room**

Members Present: Chad Carr, Shan Haarsager, Donna Just, Tawnya Bernsdorf, Brenda Anderson, Rich Berg, Cheryl Rystedt, Linda Benson, Toni Schwartz, Amy Woodbeck, Thomas Lipsey, Kathy Nelson, Brenda Roedocker, and Scott Peterson.

Absent: Judy Bacon, Barb Johnson, Ann Rivera, Laurel Hyatt, Libby Claerbout, Lilah Diederich, and Chad Fenner.

Ex Officio Members and Visitors Present: Wes Matthews.

Call to Order: President Chad Carr called the meeting to order at 9:00 a.m.

Approval of Minutes: A motion to approve the minutes of March 18, 2008 was made by Rich Berg and seconded by Brenda Anderson. Motion carried.

Officer's Reports: Toni Schwartz reported the MSU Kick-off Event fund balance is \$494.28, and the Staff Senate General Fund balance is \$849.75.

President Carr spoke regarding the Higher Learning Commission visit and said that everyone he talked to said it was a success. There was a good turn-out for the staff and faculty sessions, and he extended a thank you to all that attended the staff session.

President Carr and Rich Berg are working on a staff survey, and it should be done fairly soon. President Carr will continue to work on this even after his term is up in May.

Donna Just attended the EONS (Emergency Operations Notification System) meeting yesterday and stated that the number of people that registered for the system is not as good as expected. The data for the faculty and staff has been entered, but student information is far from complete. It has been decided that during the registration sessions for new students it will be strongly encouraged that they sign up for this. There is a NDUS training on EONS on April 23rd in Valley City. Cathy Horvath and Wes Matthews will be attending. The system that is currently being used is Connect-ED but this will be changed to NOTIFIND in July. A three year contract has been approved for the new system.

Visitor Comments:

Wes Matthews encouraged staff to attend the Retirement Social this Thursday from 2:00-4:00 pm. He also announced the formation of a Walking Club. The first meeting is tomorrow at 2:30 pm on the steps of Old Main. The campus Wellness Committee will be forming different clubs in the future. There may be possible release time of 3 hours a week (if not already using release time for a tuition waiver), but it has not been formalized as of this meeting. You must be a member of a fitness club to receive the release time. There are no fees for the club memberships. The clubs are open to all on campus; faculty, staff and students.

Old Business:

Student Complaint Policy: President Carr asked if anyone had changes/additions for the student complaint policy. He stated Dr. Fuller, Dr. Jenkins and the Faculty Senate have made the suggested changes so far. A motion was made by Donna Just to approve the student complaint policy. Linda Benson seconded. Vote taken, unanimous, motion carries.

Staff Senate Elections: Linda Benson moved to change the election date to May 8th. Cheryl Rystedt seconded. Vote taken, one opposed, motion carries. The list should go out today. Please contact Linda Benson if you want your name removed from the list. The election will be held from 9:00 am to 4:00 pm in front of the new Post Office.

Shared Governance: Dr. Fuller will speak about the shared governance issue at the May meeting in order to include the newly elected Staff Senate members.

Staff Senate By-law Committee: President Carr suggested an amendment to the by-laws to include a permanent liaison be nominated to attend all Faculty Senate meetings. He also would like the committee to suggest any updates needed to the by-laws. The committee will report at the May meeting.

MSU at the Zoo: Rich Berg made a motion that President Carr send a formal letter of invite to serve on the MSU at the Zoo planning committee to faculty and staff general populations and senates. Brenda Anderson seconded. Vote taken, unanimous, motion carries. Rich Berg amended the motion to include any and all full and part-time employees be invited. Amy Woodbeck seconded. Vote taken, unanimous, motion carries.

Motion by Brenda Anderson to adjourn the meeting. Seconded by Amy Woodbeck. Meeting adjourned at 10:00 a.m. The next meeting is scheduled for May 20th in the Jones Room. All newly elected staff senate and previous members are encouraged to attend.

Respectfully submitted,

Toni Schwartz
Staff Senate Secretary/Treasurer

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