

**Minot State University
Staff Senate Minutes
Tuesday, May 20, 2008
9:00 a.m. – Westlie Room**

Members Present: Chad Carr, Toni Schwartz, Donna Just, Renae Yale, Cheryl Rystedt, Kylene Kraft, Rich Berg, T.J. Lipsey, Scott Peterson, Tim Healy, Lilah Diederich, Lisa Johnson, Mindy Rudnick, Barb Johnson, Laurel Hyatt, Shan Haarsager, Rosie Winczewski, Brenda Anderson, Amanda Bibow, Karla Bredahl, Pam Hopkins, Marcia Johnson, Ann Rivera, Nathan Anderson, Matt Schaefer, and Linda Benson.

Absent: Judy Bacon, Libby Claerbout, Marlene Hargrave, Tammy Pons, and Chad Fenner.

Ex Officio Members and Visitors Present: Dr. David Fuller, Ron Dorn, Wes Matthews, and Cheryl Nilsen.

Call to Order: President Chad Carr called the meeting to order at 9:05 a.m. Introductions of all members were made.

Approval of Minutes: A motion to approve the minutes of April 15, 2008 was made by Brenda Anderson and seconded by Rich Berg. Motion carried.

Reports: Toni Schwartz reported the MSU Kick-off Event fund balance is \$494.28, and the Staff Senate General Fund balance is \$774.66.

President Carr welcomed the incoming members and thanked the outgoing members. President Carr spoke on the value of serving on Staff Senate. He also thanked the Election Committee (Linda Benson, Kathy Nelson and Tawnya Bernsdorf) for all their work organizing the election.

Barb Johnson reported recycle tokens to be used for the Kick Off Event totals \$617.50. Ron Dorn added that he plans to use the scrap metal sale money for Kick Off Event expenses also. At this time the balance is approximately \$100. President Carr explained the use of the tokens and the fact this avoids having to ask for donations.

Visitor Comments:

Cheryl Nilsen reported on the Faculty Senate meetings. The last meeting for this school year was May 1st. Their future focus will be on curriculum and general education course review. Kristie Berg is the new President, Ernst Pijning is the new Vice President, and she is the new Secretary/Treasurer for the 2008-09 school year. She requested that Staff Senate appoint a liaison to attend the Faculty Senate meetings.

Old Business:

Shared Governance: Dr. David Fuller spoke regarding shared governance. (A copy of the “Considering Shared Governance” report dated February 18, 2008 can be viewed on the Minot State Web site at www.minotstateu.edu/president/essays.shtml. The purpose is to improve communications and involve the entire campus in governance. Dr. Fuller generalized the role of governance as being able to share dialogue; so people can feel represented through the different Senates, and so it is clear how and what decisions are made, and where they are coming from. He stressed that the Senates need to represent and communicate with their constituents, and how important this communication is. He said there are some unusual circumstances where full campus communication would not be possible, such as time constraints or if issues do not have the weight to be brought before all the Senates. He asked that everyone feel

welcome to come to him with any concerns they may have. He stressed again the point, “Shared Dialogue = Shared Governance.”

Staff Senate By-law Committee: Ann Rivera presented the suggested changes from the meeting of the By-Laws Committee (Ann Rivera, Kathy Nelson and Toni Schwartz). Rich Berg motioned to have the suggested changes and amendments be typed up, sent to all members, and be posted for 30 days before a vote is taken. Donna Just seconded. Unanimous vote, motion carries.

UDC Committee: Toni Schwartz was asked to continue to serve on the University Diversity Committee. Ann Rivera is also a member of the UDC through the Student Activities office. Toni will check to see if they still need her to continue since Ann will be attending the UDC meetings.

Staff Senate Survey: Chad Carr and Rich Berg will continue to work on the survey. It needs to have IRB approval and then it will be sent out to the members.

New Business:

Staff Senate Committees: All members must be signed-up for three committees, and all members are to serve on the Kick Off Event committee. Matt Schaefer moved to hold off on signing up for committees until the next meeting and was seconded by Scott Peterson. Unanimous vote, motion carries.

Election of Officers: President Carr opened the floor for nominations of President. Matt Schaefer nominated Nathan Anderson. Rosie Winczewski seconded the nomination. Nathan accepted the nomination. Renae Yale nominated Matt Schaefer. Linda Benson seconded the nomination. Matt accepted the nomination. Nominations were closed for President. Both candidates left the room. A show of hands was counted, Nathan Anderson was elected President.

Scott Peterson made the motion to elect Matt Schaefer as Vice President. Lilah Diederich seconded the motion. Matt accepted the position. Unanimous vote, motion carries.

Lilah Diederich nominated Marsha Johnson as Secretary/Treasurer, and Brenda Anderson seconded the motion. Marsha accepted the nomination. Brenda Anderson nominated Mindy Rudncik, and Marsha Johnson seconded the motion. Mindy accepted the nomination. Both candidates left the room. A show of hands was counted; Mindy Rudnick was elected Secretary/Treasurer.

Compensation Task Force: Wes Matthews reported that currently the Task Force has four staff members serving on the committee. Two of these staff members’ terms are up in June. He would like to have two new members to begin in July. They would serve a two-year term.

Staff Handbook: Ron Dorn would like to see a Minot State University Staff Handbook developed. Staff material and information needs to be centralized. He requests that the Staff Senate appoint a committee at the June meeting to work directly with him on developing this handbook.

Motion made by Brenda Anderson to adjourn the meeting and seconded by Lilah Diederich. The next meeting is scheduled for June 17th in the Jones Room.

Respectfully submitted,

Toni Schwartz
Outgoing Staff Senate Secretary/Treasurer

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