

Minot State University
Staff Senate Minutes
Tuesday, July 15, 2008
9:00 a.m - Westlie Room

Members Present: Nathan Anderson, Mindy Rudnick, Scott Peterson, T.J. Lipsey, Kylene Kraft, Brenda Anderson, Marcia Johnson, Karla Bredahl, Pam Hopkins, Ann Rivera, Lilah Diederich, Brenda Roedocker, Rosie Winczewski, Renae Yale, Kathy Nelson, Linda Benson, Tim Healy, Mandy Bibow.

Absent: Marlene Hargrave, Libby Claerbout, Lisa Johnson, Tammy Pons.

Ex Officio Members and Visitors Present: Wes Matthews, Sarah Rowe-Clutts, Mark Lyman.

Call to Order: President Nathan Anderson called the meeting to order at 9:00 a.m and guests were introduced.

Approval of Minutes: A motion to approve the minutes from the June 17, 2008 meeting was made by Rosie Winczewski and seconded by Brenda Anderson. MC.

Approval of Agenda: Nathan moved to allow Mark Lyman to move to the top of the list. Motion by Brenda Anderson, second by Marcia Johson.

Director of Public Information: Mark Lyman introduced himself to the Staff Senate, and told us what he is looking forward to accomplishing in his new position.

Reports: Matt Schaefer was not present so there was no VP Report.
Mindy Rudnick gave the Treasurer's Report.

- There were no changes to the Staff Senate General Fund or the MSU Kick Off Fund. The Staff Senate General Fund had a cash balance of \$774.89. The Kick-Off fund had a cash balance of \$727.28, and there is \$617.50 of tokens from paper recycling. .

Visitor Comments: Sarah Rowe-Clutts from SGA was present at the meeting. She is the SGA representative for Faculty and Staff Senates. Sarah discussed that the SGA was relatively quiet over the summer and would hold their first meeting the week school resumed for the Fall Semester. She also informed the Staff Senate that SGA, Staff Senate, and Faculty Senate were all working on compiling a Master List of all committees and their members.

Old Business:

By-Law Changes: By-law changes were to be voted on at this meeting since everyone had at least thirty days to review the changes. Ann Rivera made a motion to approve the changes, Rosie seconded. Approved MC.

Recycling: Lilah inquired about the recycling tokens. She was told that all the money would go into the Kick-Off fund.

Fall Kick-Off: It was discussed that the committees should meet about two to three times before the event. The final date chosen for the event is August 19th. The time the food was served was an issue last year, and members felt it needed to be discussed. Since the event runs from 5:00 – 9:00, the Senate decided to Serve from 5:30 – 7:30 pm.

Nathan visited with Ron Dorn about a budget for the Kick-Off. Estimates were around \$2,500, depending on the price quote from Chartwells for the food. Nathan was going to check with Dr. Fuller about the Zoo rental, as Dr. Fuller has covered the cost of this in the previous years. Rosie provided information on the rental of the tent and zoo. She informed us that the tent rental from the Y's Men would be \$600, Zoo rental would be \$1,000, and Chartwells' food costs would be similar to last year with an increase of about 5%.

Kristi Berg talked with Nathan about forming an Entertainment Committee. The Beaver Creek Jammers had volunteered to provide entertainment at the Kick-Off event. Lilah volunteered to move over to the entertainment committee, along with Mandy Bibow, and Ann Rivera. They said they would meet with Kristi Berg about ideas for entertainment at the Kick-Off event.

The next topic involved the prizes to be given away at the event. Last year there were prizes donated by departments on campus, with a few solicited from external business. Members had said there have been too many prizes in the past, and that the drawings had taken too long to complete, so the Senate discussed grouping prizes to give away. Drawing time was also discussed, and it was decided that the Prize committee would come up with how to distribute the prizes and when to distribute them.

Committee chairs were assigned as follows – Rosie W. – Food; Renae Yale – Prizes; Kylene Kraft – Advertising; Lilah – Entertainment. Nathan said he would attend all committee meetings. A follow up meeting on the Fall Kick-Off event was scheduled for the week of August 11-15th.

New Business:

Homecoming Float: Next item of business consisted of the Homecoming Float. Linda Benson said to contact Plant Services and they will have a truck and trailer available for us and that we should talk to Terry in Plant and let him know what we need. Homecoming is September 27th and the theme is Transformers.

The Language Company: Nathan had talked about his meeting with Ken Story, Kristi Berg and the English as a Second Language Representatives. Students from other countries would come to MSU to take classes to learn English, so that they can become students of universities in the United States. Students are tested on their English fluency before entering the program to determine their level of knowledge of the English language and then take courses.

In Nathan's meeting with Ken Story and Kristi Berg, the three decided to compile a master list of committees among the Staff Senate, Faculty Senate, and SGA.

MSU Vote Smart Campaign: Ken Story President of the Student Government

Association (SGA) was present to discuss the SGA's fall activities. He is working on a Vote Smart Campaign for students, faculty and staff, and also a project for the spring which would involve Community Service for the students. During his time as president he said he is looking at bringing more of MSU into the Minot community.

Motion by Lilah to adjourn. Second by Brenda Anderson. MC
Meeting adjourned at 10:00 am.
Next Regular Meeting is scheduled for August 19th at 9:00 am.

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