

Minot State University
Staff Senate Minutes
Tuesday, February 17, 2009
9:00 a.m – Weslie Room

Members Present: Nathan Anderson, Mindy Rudnick, Marcia Johnson, Kylene Kraft, Amy Woodbeck, Tim Healy, Karen Humphreys, Renae Yale, Lilah Diederich, Pam Hopkins, Karla Bredahl, Lisa Johnson, Linda Benson.

Absent: Matt Schaefer, Chad McNally, Libby Claerbout, Marlene Hargrave, Mandy Bibow, Brenda Roedocker, Scott Peterson, T.J. Lipsey, Ann Rivera, Rosie Winczewski, Kathy Nelson.

Ex Officio Members and Visitors Present: Lori Willoughby, Wes Matthews, Dr. Fuller.

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

Approval of Minutes: Marcia Johnson made a motion to approve the minutes. Seconded by Kylene Kraft.

Approval of Agenda: Marcia made a motion to approve. Amy Woodbeck seconded.

Reports: Matt Schaefer was not present to give a Vice President Report.

Mindy Rudnick gave the Treasurer's Report.

- The Staff Senate General Fund had a cash balance of \$623.95, with copy expenses of \$132.00, food expense of \$16.00 and postage of \$2.52. The Kick-Off fund had a cash balance of \$1,350.00. There were scrap metal deposits totaling \$1,257.37. We had expenses of \$34.65 for copies, and tent rental of \$600. There is \$755.10 in recycling token to use also.

Address by Dr. Fuller: Dr. Fuller addressed the Staff Senate regarding the current legislative session. He is currently working with the legislature to get MSU-Bottineau's name changed, and they are continuing to look for funds to complete the Swain Hall renovation, along with a new boiler. They are also looking for a 5% increase in salaries for the next fiscal year.

Old Business:

Orientation Committee/Staff Handbook: Lilah reported that Matt had most of the information for the Staff Handbook. The committee was moving towards focusing more on orientation than a Staff Handbook and the committee is looking at the State Staff Handbook that other universities across North Dakota use.

New Business:

Staff Evaluations: Staff evaluations need to be completed by an employee's supervisor by March 31. They are looking at withholding salary increases unless an evaluation is done. Dr. Fuller stressed their importance this year. Employees can print a self-evaluation form off the HR webpage.

NDUS Staff Senate Constitution: Staff senators are urged to read through the State Staff Senate by-laws and relay any feedback to Nathan. There is a lady at UND working to put together a complete set of by-laws.

Sustainability Recommendations: The sustainability committee met and made some recommendations to create a solid recycling program on campus, including several new recycling receptacles and maintaining a normal pick-up for the recycling. Marcia made a motion to support the recommendations, Linda Benson seconded.

Custodial Pay Differential: Nathan was informed that the campus is looking into a pay differential for night time custodians over float custodians. The difference would be a 25 cent increase to the current starting salary. Night shifts are usually given to newer employees and are less attractive than a float custodian, which are usually given to employees who have been with MSU longer. The problem would be that employees would come in at a higher pay and when they move into a float custodian position they would receive a salary cut. Staff Senate decided to keep the discussion open and express any opinions to Compensation Task Force members.

Meeting Adjourned 9:21. Lilah made a motion, Kylene second. Next meeting will be Tuesday, March 17, 2009.

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