

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

Members Present: Nathan Anderson, Mindy Rudnick, Matt Schaefer, Marcia Johnson, Kylene Kraft, Karen Humphreys, Renae Yale, Lilah Diederich, Pam Hopkins, Karla Bredahl, Lisa Johnson, Linda Benson, Scott Peterson,.

Absent: Amy Woodbeck, Tim Healy, Chad McNally, Libby Claerbout, Marlene Hargrave, Mandy Bibow, Brenda Roedocker, T.J. Lipsey, Ann Rivera, Rosie Winczewski, Kathy Nelson.

Ex Officio Members and Visitors Present: 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. Second by Kylene Kraft.

Approval of Agenda: Nathan suggested adding the CTF to the New Business on the agenda. Matt Schaefer made a motion to approve. Karen Humphreys second.

Reports: Matt Schaefer did not have a Vice President Report.

Mindy Rudnick gave the Treasurer's Report.

- The Staff Senate General Fund had a cash balance of \$620.59, with copy expenses of \$132.00, food expense of \$16.00 and postage of \$5.88. 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 spoke to the Staff Senate pertaining to undertakings on campus. He has spent a great deal of time at the legislature continuing to request funds to complete the Swain Hall renovation, along with a new boiler, and salary increases for campus employees. He briefed then explained how the campus has hired a consultant to look into geothermal energy for the campus. The university has also purchased an advertisement in the NW Traveler magazine to help address the enrollment challenges. The advertisement is meant to help retain people in North Dakota, and attract others from across the country.

Old Business:

Orientation Committee/Staff Handbook: Matt and Karen Humphreys briefed the senate on the Orientation Committee's progress on the Staff Handbook. The committee is looking into producing a pamphlet that is user friendly that employees can store at their desks. The said that documents should be produced in about a month. The Committee

would be taking a tour on Thursday March, 19 at 10:00 to get a feel of how to give new employees tours. Once the Handbook is complete the committee will need approval from other senates and cabinets.

NDUS Staff Senate: The NDUS Staff Senate is currently voting on their constitution and Nathan will email out any important documents from them and any future meeting dates that arise.

New Business:

Appreciation Banquet: The committee is looking for any feedback to help improve next year's banquet.

Bathrooms: A few members of Staff Senate inquired about getting tissue liners for the toilets in the bathrooms. There have been a few complaints about the cleanliness of the bathrooms and employees were wondering if tissue liners would be an option or if they needed to discuss with Roger Kluck about getting them cleaned more often. Nathan said he would talk with Roger and report back.

Elections: Linda Benson made a motion that Staff Senate elections be held on April 30 from 9-4. Matt Second. MC

CTF: Previous year's inflation rate was .10%. The CTF is looking for a 3% increase across the board with other money being used to fix other salaries below 92.6% compa ratio that need to be adjusted. The senate discussed the CTF recommendation but no decision was made.

Lilah Diederich made a motion to adjourn, Karla Bredahl second. Meeting Adjourned 10:12. Next meeting will be Tuesday, April 21, 2009.

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