Minot State University
Staff Senate Minutes
Tuesday, November 17, 2009
9:00 A.M. – Jones Room

Members Present: Wade Regier, Mindy Rudnick, Marcia Johnson, Connie Teets, Paul Brekke, Rosie Winczewski, Karen Humphreys, Linda Benson, Mark Lyman, Pam Hopkins, Tim Healy, Renae Yale.

Absent: Matt Schaefer, Mandy Bibow, Jerusha Olthoff, Scott Peterson, T.J. Lipsey, Teresa Loftesnes, Nathan Anderson, Marlene Hargrave, Jessica Hudson, Brenda Munson and Karla Bredahl.

Ex Officio Members and Visitors Present: Dr. Fuller, Wes Matthews and Lisa Brule.

Call to Order: Vice President Wade Regier called the meeting to order at 9:04 a.m.

Approval of Minutes: Marcia Johnson made a motion to approve the minutes. Renae Yale second.

Approval of Agenda: Linda Benson made a motion to approve the agenda. Marcia Johnson second.

Officer Reports: Mindy Rudnick gave the Treasurer’s Report.
- The Staff Senate General Fund had a cash balance of $553.63, and expenses for parade candy of 33.96. The Kick-Off fund had a cash balance of $599.15. Current year expenses include 36.05 for copies, 700.00 for tent rental, 4.84 in postage and 252.00 for water for the Kick-Off event. There were $587.50 in recycling tokens.

Old Business
Combined Senate Childcare Committee: Linda Benson reported on the Combined Senate Childcare Committee meeting. The committee is continuing to work to get Child Care on campus and available to faculty, staff and students.

Dr Fuller Address: Dr. Fuller was meeting with guests on campus to assist with NCAA Division II fundraising efforts. He also informed the Senate of the State Board of Higher Education’s meeting that would be held on MSU’s campus Thursday November 19th beginning at 8:30 A.M.

New Business
Civic Engagement: Mark Lyman presented information to the Staff Senate regarding campus wide Civic Engagement. Strategy six of Vision 2013 discusses the University’s Goal of involvement in Civic Engagement. To track and report hours that have been completed a spreadsheet has been created. Staff and Faculty would not be required to report the hours they have completed. The project is expected to be up and running by
January, and will be used on a calendar year basis. Linda Benson made a motion to support a Civic Engagement program. Marcia Johnson second. Senate voted. MC.

Compensation Task Force: Wes Matthews was in attendance to discuss the CTF’s suggestion of Merit Pay. The CTF is looking to create a Merit Pay system that is beneficial to both Faculty and Staff. He explained that Merit Pay would not be the sole reason for pay increases, and other factors would play into an employee’s yearly pay raise, such as longevity, market prices, cost of living, etc.

The CTF is considering using a Job Performance Average (JPA), with scores ranging from zero through four. Each number would have a clearly written definition and a two would be reasonable. They are also considering using extra credit for those individuals that complete work outside of their job description and benefits the University. However the committee is concerned that the extra credit pay should not outweigh the JPA pay increase.

The committee is also concerned about how the pay should be distributed. If the pay is distributed like a pay raise they fear employees may not be receiving consistent yearly pay raises, and they are looking into issuing merit pay raises like a one-time yearly bonus instead. There is also the possibility of splitting the merit pay system between faculty and staff. Any suggestions can be directed to a Compensation Task Committee member.

Parking Appeals Committee: Marcia Johnson is the Staff Senate representative on the parking appeals committee, and they are looking for recommendations for changes to the parking regulations. The committee has the ability to suggest changes that can be considered for modifications to the regulations. One concern expressed was whether or not retired staff and faculty members were still eligible for lifetime parking passes, along with parking to accommodate visitors on campus.

NDUS State Staff Senate: Linda Benson and Matt Schaefer attended the NDUS State Staff Senate meeting in Bismarck on Friday November 13th. Linda reported that the Constitution has been passed with the recommendation of having a Human Resource member present at each meeting. The Senate also discussed salary administration and appointed Linda Benson as their representative to the SBHE meeting on November 19th.

Rosie Winczewski made a motion to adjourn. Second by Marcia Johnson. Meeting adjourned at 10:30 AM.

Next regular meeting will be Tuesday, December 15th, 2009 in the Jones Room.

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