
Absent: Mark Lyman, Mandy Bibow, Paul Brekke, Jerusha Olthoff, T.J. Lipsey, Jessica Hudson and Tim Healy.

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

Call to Order: President Matt Schaefer called the meeting to order at 9:06 a.m.

Approval of Minutes: Minor changes were made to the minutes. Marcia Johnson pointed out that in the Old Business, NDCPD was not the department that approached Staff Senate concerning the addition of vending machines in Memorial. Matt would look into his notes and get the correct department to the secretary to make the changes before any minutes were posted.

Approval of Agenda: Senate voted to approve agenda. No objections, all approve.

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 $763.80. 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 $527.30 in recycling tokens.

Dr Fuller Address: Dr. Fuller previewed his discussion for the upcoming University Cabinet meeting. The University has submitted two Center of Excellence proposals, one in combination with Trinity Health for a Geriatrics Research Center and another will incorporate the money given by Clint Sivertson to create an Entrepreneurial Center in Old Main. The Cabinet will also hear recommendations from the Compensation Task Force covering pay increases for the next fiscal.

Dr. Fuller then discussed his trip to the State Board of Higher Education meeting on the Lake Region College in Devils Lake regarding funding for the Wellness Center. He also discussed the ongoing search to fill the position for Vice President for Administration and Finance, the proposal of the Beaver Ridge Apartment Complex, the continuation of the Grow North Dakota program, the Energy Symposium, and the post season activity of Minot State’s athletic programs.
Area Reports:
Handbook Committee: Karen Humphreys informed the committee that members of the Handbook Committee will receive a rough draft of quick reference guide in their email on 3/17/10. The committee will bring the quick reference guide to the April Staff Senate meeting for approval.

Old Business:
Vending Machines: Input is still being gathered from all departments residing in Memorial Hall before a decision can be reached on the addition of vending machines in Memorial Hall.

NDUS Staff Senate: The President of the NDUS Staff Senate presented the Senate’s proposal for a seat to the State Board of Higher Education at the February 18th meeting. No motion was made for a vote but the response was positive. The NDUS will hold their next meeting the third Wednesday in June.

New Business:
NDUS Diversity Conference: The NDUS Diversity Conference will be held April 22nd in Bismarck. Anyone wishing to participate can let Matt know. Dr. Fuller has already said he will cover the cost of transportation to the conference.

Staff Senate Elections: The Staff Senate elections will be conducted using the same format as last year. The elections will be held electronically at the end of April. New officer elections will take place at the May meeting. Committee lists will also be distributed at the May meeting, and Senators will be allowed to sign up for committees at the June meeting. Current Senators are encouraged to review the list of current committees and a discussion and vote will be held at the next meeting concerning the reorganization of the current committee list.

Other Business:
CTF: Wes Matthews discussed the upcoming fiscal year pay raises with the Senate. All employees will receive a $100 per month pay increase or 2.70% whichever is larger. Discretionary funds for Merit pay will also be available. He explained that there is a lack of understanding on the campus on how pay increases are distributed and there is not an agreeing opinion on how remaining money should be distributed. The Human Resource office will be holding an open forum within the next month to discuss these changes and any impending pay increases.

Pam Hopkins made a motion to adjourn. Second by Karla Bredahl. Meeting adjourned.

Next regular meeting will be Tuesday, April 20th, 2010 in the Jones Room.

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