Minot State University  
Staff Senate Minutes  
Tuesday, November 16, 2010  
9:00 A.M. – Fisher Room

*Members Present:* Linda Benson, Anton Huether, Tricia Houmann, Mindy Rudnick, Karen Humphreys, Mark Lyman, Vicki Troftgruben, Korie Huettl, Darla Weigel, Sarah Walker, Michelle Passa, Nancy Mickelson, Teresa Loftesnes, Connie Teets, Brenda Munson, Rebecca Ruzicka, Jessica Hudson, and Melissa Cantone.

*Absent:* Renae Yale, Paul Brekke, Bill Klampel, Scott Peterson, Wade Regier, Sherri Giessinger, and Tim Healy.

*Ex Officio Members and Visitors Present:* Roger Kluck, Assistant Vice President Facilities Management

*Call to Order:* President Linda Benson called the meeting to order at 9:05 a.m.

*Approval of Minutes:* President Linda Benson approved minutes for October meeting and special November meeting.

*Officer Reports:* Tricia Houmann gave the Treasurer’s Report.
- The Staff Senate General Fund had a cash balance of $548.85 and The Kick-Off fund had a cash balance of $105.40.

*Visitors:* Roger Kluck spoke about the employee displacement parking when visitors are on campus. He asked for ideas on how to be clear on the announcements that go out when certain parking lots are needed for visitors. He clarified that Lot O is used for employees who are displaced because of visitors and that shuttles are used at various times during the day to transport employees to their building. He reiterated that employees will be ticketed if they park in a lot that is being used for visitors.

*Committee Reports:*

**Professional Development Committee:** Brenda Munson stated that the committee wanted to do more marketing to boost morale with staff members. She mentioned that the committee is working on getting more speakers. Teresa Loftesnes spoke about “Be in the Know” and having faculty speakers, such as John Girard and Barb Collins, provide us with their expertise. She also mentioned having people from the public speak, such as Susan Ness to speak about community development. There was discussion on different activities that staff could participate in. These activities were geared at being a fun way to get staff out of their office and around campus. Some of the possibilities mentioned were “Who’s Got the Money” and a fashion show for Administrative Professional’s week. There was also discussion on Beaver Praise and showing acknowledgement and praise for an employee’s exceptional work.
VPAA Search Committee: Linda Benson stated that they are just starting but are starting to go over the criteria.

Faculty Senate: Anton Huether mentioned that Kris Warmouth brought up the 65+ Fee Waiver and that they would like to market it more so that people are aware that it exists.

Governmental Affairs Committee: Mark Lyman stated that they have not had a meeting yet but he would like to mention that local legislators will be on campus three times within the next month.

Old Business:
  Renovation: Linda Benson stated that the only concern seemed to be that there would not be another walk through area on 2nd floor due to the Business Office renovation.

New Business:
  Centennial Steering Committee: Linda Benson was asked by President Dr Fuller to request volunteers or nominations for two Staff Senate members to join the Centennial Steering Committee. Connie Teets and Rebecca Ruzicka both volunteered to be on the committee. Brenda Munson made a motion to approve the volunteers and Teresa Loftenes gave the second motion.

  Staff Senate Scholarship Committee: Linda Benson stated that there is $200.82 to be disbursed. Anton Huether said that the committee would meet soon to decide how to disburse the funds. Anton made a motion to okay the disbursement and Sarah Walker made the second motion.

  Holiday Decorating Contest Committee: Tricia Houmann stated that the committee will be meeting soon to discuss the plan. Tricia Houmann made a motion to approve the contest and Connie Teets made the second motion.

Sarah Walker made a motion to adjourn the meeting and second motion made by Darla Weigel. Meeting adjourned at 9:45 a.m.

Next regular meeting will be Tuesday, December 21, 2010 in the Westlie Room.