Minot State University
Staff Senate Minutes
Tuesday, February 15, 2011
9:00 A.M. – Jones Room


Absent: Paul Brekke, Nancy Mickelson, Scott Peterson, Wade Regier, Rebecca Ruzicka, Connie Teets and Tim Healy.

Ex Officio Members and Visitors Present: Wes Matthews and Tom Seymour

Call to Order: President Linda Benson called the meeting to order at 9:02 a.m.

Officer Reports: Mindy Rudnick 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 $245.40.

Area Reports: Human Resources Director Wes Matthews informed the Senate about the Compensation Task Force’s Recommendations for the upcoming fiscal year pay raises. The CTF recommended a 3% average increase consisting of the 2% across the board increase and a 1% market increase. The CTF will be holding an open forum at the beginning of March to discuss the recommendations.

Committee Reports:
   Professional Development Committee: Teresa Loftesnes updated the Senate on the process of the Professional Development Committee. The committee was pleased with the turn out for the Sparb Collins Event and are planning other events including a Benefits Fair, Mystery Beaver, and possible Technology Training for Staff.

   Orientation Committee: Teresa Loftesnes also informed the Senate on the progress of the Orientation Committee. The committee is planning on conducting Campus Tours for new Staff on Campus. The tours will be run on the 1st and the 16th of each month in a partner effort with the Marketing Office. After the tours are completed the new staff will receive their consultation with the Human Resource Office. This will encourage offices on campus to begin new employees on the 1st or the 16th of the month. The committee also looked into updating the Quick Reference Guide in the back of the Staff Directory, as well as the benefits and information listed on the Staff Senate web page.
Legislative Committee:
Mark Lyman gave an update on some of the legislative discussions. He stated that NDUS Staff Senate will have a non-voting member at SBHE. He also mentioned that there will be cuts on some STEM grant funding and one-time projects. Mark mentioned the NDUS website where you can click on link for legislation and see all the bills that could impact higher education. www.ndus.edu

Old Business:
Staff Senate Scholarships: Anton Huether stated that half of the students who applied for the scholarship did not meet the requirements. He recommends that criteria be added to the form so people would be informed and the scholarship would get applicants who were better qualified. Sue Lommen won the $50 scholarship dedicated for a staff member. Shelby Gantzer and Dennis Mikula each won a $75 scholarship dedicated for students.

New Business:
MSU Fall Kickoff 2011: There was discussion that decisions should be made earlier on the next Fall Kickoff event because there is so much to prepare for. Ideas were brought up if the venue should change but the zoo seems to be the easiest place to have a gathering for such a large group that is also family oriented. Suggestions were made on maybe having different group activities, such as a group dancing activity.

Other Business:
Photo of Staff Senate members will be taken at 10:00am for the NDUS Higher Education Showcase. Also, Kelly Lichtenberger will be the new Staff Senate member in place of Michelle Passa.

Sherri Giessinger made a motion to adjourn the meeting and second motion made by Bill Klimpel. Meeting adjourned at 9:55 a.m.

Next regular meeting will be Tuesday, March 15, 2011 in the Jones Room.