Minot State University  
Staff Senate Minutes  
July 15, 2014 @ 9:00 am – Jones Room

Attendees: Steve Swenson Devin McCall, Tyler Schmaltz, Julie Keller, Karla Bredahl, Heather Martin, Brandon Neiss, Mindy Rudnick, Jessica Age, Forrest Macy, Amanda Isham, Darla Weigel, Korie Huettl, Aaron Hughes, Rebecca Porter, Deb Kinnell, Ashley Blake, Paul Brekke, Linda Benson, Donna Marquart, Wes Matthews and Evelyn Klimpel

Absent: Lindsey Benson, Ashley Dhuyvetter, Camila Van Dyke, Tom Seymour, Toni Schwartz, Brenda Roedocker, Emily Rodacker, Marilyn Undhjem, and Sheila Latham

Call to Order: The meeting was called to order by Steve Swenson, Staff Senate president, at 9:00 a.m.

Minutes: Aaron Hughes made a motion to accept the minutes as written. Darla Weigel seconded the motion. Approved.

Treasurer’s Report: There is $269.79 in the General Fund and $2628.46 in the Fall Kickoff Fund.

Address by President Shirley: President Shirley was unable to attend today’s meeting.

Area Reports
  • NDUSSS Update – Steve Swenson
    o Steve Swenson, Devin McCall and Evelyn Klimpel attended the state staff meeting at Valley City State University on June 24, 2014.
    o The 50% reimbursement for online classes will begin Fall 2014. Wes explained the next step will be for MSU to start the implementation process. It will fall within the current benefit of employees may take up to three classes per calendar year.
    o PATHWAYS was developed to increase student success. The formula has gone away instead it is now a flat line g.p.a. and test scores. The use of online remediation was found ineffective. The index model is still up in the air.
    o Tuition model per credit is projected to happen in 2017. The Governors funding model will affect the tuition process. When the implementation occurs it will be sweeping and tricky.
    o Each campus discussed their successes and challenges. Topic discussed:
      ▪ Ways to increase staff senate status on campus
      ▪ A seat on the President’s cabinet
      ▪ Scholarships
      ▪ Professional development – e.g., UND Seeds for Success is funded through fundraising and a match from the president’s office ($500).
      ▪ Challenges was to increase staff participation on campuses
    o Measure 3 was discussed. What is it and what could it mean for our system? Short version is the vote is coming forward in November to replace our current higher board of education with a three member board commission appointed by the legislators. If this is to pass, ND would be the only state to have such a system. Also this new three person commission could affect Pathways.
    Staff senate cannot say how you should vote but a lot of campuses are having open forums. There is a possibility of streaming a forum in the Beaver Dam. Staff, faculty and community members will be invited. The NDUS has prepared fact sheets. Wes Matthews recommended hearing the pros and cons of Measure 3.

  o TIAA CREF
    ▪ Some personal with TIAA CREFF account are experiencing high return and low fees. They will be getting a rebate that may become an annual event.

  o Staff Senate Goals for 2014-2015
    ▪ To keep staff senate updated on the progress of Measure 3. Devin is on the state staff senate legislative committee.
    ▪ Staff Senate will promote shared governance.
    ▪ Share tuition policy
Next State Staff Senate meeting is July 21, 2014 @ 3 pm

- Faculty Senate Update – Dr. Seymour
  - No report
- Human Resources – Wes Matthews
  - The Afford Healthcare Act (AHA) will become effective January 2015. It could affect our part-time employees. MSU pays single coverage. The state legislators appropriated $330 per month for the next two years. Then after two years they will re-address it. It may be included in the budget in the future. It will be important that state agencies and high education institutions are talking to each other.
    - Who is eligible? At MSU 20 hours a week qualifies for benefits. The federal guidelines is 30 hours a week for benefits.
    - When calculating 30 hours a week, ND is one employer. A person may be working at a university and for the state. The entities doing the funds are not talking to each other right now. We can if they are working within the NDUS.
    - Work study students are exempt but not hard cash students.
    - The AHA could affect our students who are seasonal employees during the summer and then work on campus.
    - It will be a lot of work to comply with the AHA.
    - MSU’s plan has been grandfathered in, if you make any changes you lose your grandfather status.
    - Temporary employees will be offered the option to opt out.
- NDUS Human Resource Council (HRC)
  - The HRC has three at-large members sponsored by the NDUS.
  - 12 people as well as the at-large members can vote.
  - HRC has a position open for an at-large member from MSU. It is a two year commitment. The HRC meets quarterly face-to-face which required a two day commitment. The staff person does not have to be on staff senate. The first meeting is September 9-10, 2014.
  - Every now and then there is an ad hoc committee (e.g., Affordable Healthcare Act ad hoc committee).
  - Wes Matthew is currently the chairperson.
  - Next week will be a conference call.

Old Business
- Staff senate t-shirt
  - There is one t-shirt left from last year. Contact Evelyn Klimpel if you are interested in purchasing the shirt.
- UPPC (University Program Prioritization Committee) – Devin McCall
  - The rubric is gone. It was a lot harder to quantify data in a non-academic setting.
  - There will be an open forum in the Beaver Dam on July 31st at 11:00 am.
  - The questions are changing and better designed for a non-academic setting. The questions will be sent out in advance of the open forum for staff to review and bring forth any questions.
  - It will basically be an annual report.
  - All annual reports will be completed by November 15, 2014.
- Wellness Center – Paul Brekke
  - The possibility of monthly deduction was hampered by the fact that not everyone is on the payroll year round. Also the Wellness Center is not setup to take money.
  - Paul will check on payroll deduction.
  - There needs to be 50 people to commit to join the center. Currently there are 29 people who paid the fee.
  - There will be an information table at the Fall Kickoff Event.

Committee Reports:
- Fall Kickoff – August 20, 2014 from 4:30 pm– 7:30 pm
  - Location: the Quad area between the Administration building and Old Main. In case of inclement weather the event will be in the Dome.
  - Theme: Welcome Back!
Committee updates

- Food Committee: menu will be the same as last year. The committee will be asking Walmart and Marketplace for a donation. Steve Swenson will reserve a Gator.
- Advertising Committee: There will be “save the date” posters in each building verses the postcards sent last year.
- Entertainment Committee: They have not met but the program will be similar to last year.
- Prize Committee: The prizes will be donated by local businesses. Steve Swenson welcomes all staff to solicit contributions.

- Bylaws and Legislative – no report.
- Election - Nothing until spring.
- Professional Development & Programming
- Scholarship – no report but ideas were collected at State Staff Senate meeting.
- Homecoming Parade – Steve Swenson has reserved a trailer and truck.
- Orientation Committee
- Holiday Decorating Committee – No report.
- Cookbook – Darla Weigel found the last MSU cookbook was in 1996 and it was printed by Morris press. The cookbook was 140 pages and costs $6.50. Tammy Wolfe had keyed in the recipes and it was submitted electronically. The price quotes are per recipe.
  - Darla will check with our printing office for a quote.
  - Rebecca Porter stated her office has the combs if needed.
  - They will check with IT for online submissions.
- NDUS Staff Senate and SGA have no meeting during the summer
- Sustainability Committee – Devin McCall
- Information Technology Advisory Committee Representative Tyler Schmeltz – Tyler will check on Share Point for Staff Senate shortage.
  - The IT Director position has been divided into to two directs: George Withus for computer support and Darren for network support.
- Parking Appeals Committee: no report
- Compensation Task Force – has completed their purpose and disbanded.
- Planning and Budgeting Council - Darla Weigel and Linda Benson will see how it evolves
- Landscaping Committee - Rebecca Porter – no action
- Silent auction ad hoc community- no report

New Business

- Measure 3 discussion

Announcements:

- Walkers are needed for the state fair parade on Saturday, July 19th.
- Luau at the NDSF will be from 5-8 pm on Wednesday, July 23rd.

- Others?

A motion was made by Karla and seconded by Julie Keller to adjourn the meeting. Passed.
Meeting adjourned at 10:16 a.m.

Next meeting: August 19, 2014 at 9:00 A.M. in the Jones Room

Meeting Dates for 2014-15:

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As always, all staff are invited and encouraged to attend all Staff Senate meetings.
Call to Order

Approval of Previous Minutes – June 17, 2014 Minutes

Secretary/Treasurer Report – Evelyn Klimpel

Address by President Shirley

Area Reports

- NDUSSS Update – Steve, Devin, Evelyn
  - June 24th meeting recap at VCSU
    - Online Tuition Waivers
    - Pathways update
    - Successes & Challenges across campuses
    - Measure 3 discussion
    - Goals for 2014-15
    - Next meeting July 21, 2014 @ 3pm
- Faculty Senate Update – Dr. Seymour
- Human Resources – Wes Matthews
  - NDUS Human Resource Council (HRC) appointment

Old Business

- Staff Senate T-shirts - Steve
- UPPC (University Program Prioritization Committee) update - Devin
- Wellness Center – monthly deductions

Committee Reports:

- Fall Kickoff – August 20, 2014. 4:30pm-7:30pm
  - Location: Quad area between Admin building and Old Main. Dome in case of inclement weather.
  - Theme: Welcome to Dr. Shirley. Presidents?
  - Committee updates (chairs)
    - Food
    - Advertising
    - Entertainment
    - Prizes
- Other Committees (chairs)
  - Bylaws and Legislative
  - Election
  - Accessibility
  - Cookbook
  - Scholarship
  - Orientation, Professional Development & Programming
  - Homecoming Parade
  - Holiday Decorating
  - Community Service

Mission Statement: The Staff Senate is established to be a representative body of Minot State University’s classified employees. The Senate will strive to promote communication between the President, other administrators, and the classified staff. The Senate will also serve the needs of the classified employees and act as a source of information concerning those needs and other issues.
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• Other Appointment Reports?

New Business
• Measure 3 discussions
• Others?

Adjournment

Next meeting: August 19, 2014 at 9:00 A.M. in the Jones Room

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