Minot State University  
Staff Senate Agenda  
Sept. 16, 2014 @ 9:00 a.m. – Westlie Room  

Attendees: Steve Swenson, Devin McCall, Aaron Hughes, Camila Van Dyke, Paul Brekke, Karla Bredahl, Ashley Dhuyvetter, Marilyn Undjhem, Julie Keller, Ashley Blake, Deb Kinzell, Rebecca Porter, Korie Huettl, Toni Schwartz, Heather Martin, Brenda Roedocker, Mindy Rudnick, Lindsey Benson, Jessica Aga, Tyler Schmaltz, Darla Weigel, Tom Seymour  

Absent: Evelyn Klimpel, Amanda Isham, Lindsey Benson, Forrest Macy, Emily Rodacker, Brandon Neiss, Sheila Latham, Donna Marquart, Wes Matthews  

Call to Order  

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

Treasurer’s Report: There is $117.94 in the General Fund and $2,758.46 in the Fall Kickoff Fund. Printing charges have not posted yet.  

Address by President Shirley:  
Dr. Shirley said that we received approval yesterday to move forward on a request for $1.8 million to address expenses incurred as a result of the 2011 flood. Most of those expenses were for damages to parking lots. This will now move forward to the 2015 legislature for their approval.  

Enrollment on the first day of classes was down by about 5.5% but is now up a couple of percentage points. Dr. Shirley attended a meeting of the NSIC Board of Directors yesterday, and it appears most of the MNSCU schools are also down a bit on their enrollments.  

Area Reports  
• NDUSSS Update – There was no meeting in August. The next meeting will be Sept. 29th by IVN.  
• Faculty Senate Update – Dr. Seymour  
  o He encouraged everyone to attend a legislative meeting on Friday at the Vegas Hotel from 11:30 – 1:00. They will talk about appropriations. On Oct. 17th there will be a similar meeting, also at the Vegas from 11:30 – 1:00, with the topic of discussion being Measure III.  
• Human Resources – No report  

Old Business  
• Share Point  
  o A Share Point has been created which will allow us to share information. Ashley Dhuyvetter agreed to manage the link.  
• Measure III  
  o Staff members were encouraged to attend the legislative meeting on Oct. 17th if they are able. We will be distributing the Measure III Fact Sheets to campus, both by e-mail and campus mail boxes. There is also the possibility of joining the live stream sessions being put on by UND and NDSU.  
  o A letter to the editor was discussed. Is it something we should be doing? If so, should we co-author with Faculty Senate and SGA? After discussion, it was decided a better avenue might be to visit with people we know and encourage them to write letters. Letters would have to be out within the next two weeks because even though elections are Nov. 4th early
voting begins soon. The Higher Learning Commission is very concerned about the possible change. We would be the only state with a system like this. It could affect accreditation.

Committee Reports

- Fall Kick-off
  - Fall Kick-off went well. Steve thanked everyone for their hard work. The comments on the band and food were good. Complaints were heard about the lack of soda and the fact that prizes weren’t regulated.
  - The Dome worked well but was very warm. We will work on having a more regulated back-up plan.
  - There was discussion about returning the Fall Kick-off to the zoo. Many people really enjoyed having it there, but it has become too expensive. Another possibility might be the Scandinavian Heritage Park. Others commented that the quad has worked well. Steve will visit with Dr. Shirley about the possibility of going back to the zoo.

Other Committees

- Homecoming Committee
  - This year’s Homecoming theme is focused on super heroes with the theme “Beavers Assemble”. Steve Swenson has reserved the truck and trailer. Lindsey will head the ‘Red Shirt’ Committee to make super hero capes for those who will be participating. Those volunteering to help her are Rebecca Porter, Brenda Roedocker, Darla Weigel, Karla Bredahl, and Steve Swenson. Anyone wishing to donate red t-shirts for that purpose please turn them in to Darla Weigel. All staff and faculty are encouraged to walk in the parade with the float. The Homecoming football game will also feature the passing of the ‘torch’ from old Buckshot to new Buckshot.

- Cookbook Committee
  - So far we only have 22 recipes that have been submitted. The committee would like to challenge all Staff Senate members to submit five recipes and also spread the word among your co-workers. It was also suggested that we present a challenge to the colleges/departments on campus, with a prize going to the one that submits the most recipes.

- Bylaws and Legislative
  - Linda Benson will be scheduling a meeting with her group.

- Election – noting to report

- Scholarship
  - The committee will look at getting applications earlier, possibly in Nov. so scholarships can be awarded in Dec. for the spring semester.

- Orientation, Professional Development & Programming
  - Paul Brekke just gave a tour to five new employees last week.

- Community Service – no report

- Holiday Decorating
  - The committee will get together in Oct.

New Business

- Committee participation
  - Please be active in your committee and help with meetings/event planning

- Other
  - Heather Martin advised staff members of the upcoming National Days of Service and encouraged involvement. She added that you can also do service outside of what they have.
It was requested that the committee list be sent out again, as some do not remember what committees they were on.

Rebecca Porter moved to adjourn the meeting, seconded by Devin McCall. Motion passed.

**Next meeting:**  Oct. 21, 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 – August 19, 2014 Minutes

Secretary/Treasurer Report – Evelyn Klimpel

Address by President Shirley

Area Reports
- NDUSSS Update – Steve, Devin, Evelyn
  - Next IVN meeting September 22, 2014 @ 3:00 pm, Adm Bldg. Rm 362
- Faculty Senate Update – Dr. Seymour
- Human Resources – Wes Matthews

Old Business
- Share Point Creation
- Measure 3 Discussion

Committee Reports:
- Fall Kickoff – August 20, 2014.
- Other Committees (chairs)
  - Homecoming Parade
  - Cookbook
  - Bylaws and Legislative
  - Election
  - Accessibility
  - Scholarship
  - Orientation, Professional Development & Programming
  - Holiday Decorating
  - Community Service
- Other Appointment Reports?

New Business
- Committee participation
- Others?

Adjournment

Next meeting: September 16, 2014 at 9:00 A.M. in the Jones Room

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