



**UND STAFF SENATE MINUTES**  
**December 10, 2008**  
**1:00 – 2:30 pm**  
**Skilicky Tech Incubator Rm 211**

Meeting called to order by President Janice Hoffarth at 1:03 pm.

**Members Present:** Raelynn Abernathy, Jeanne Bjerklie, Jayne Brown, Chad Bushy, Rebecca Cournia, Katie Douthit, Carol Drechsel, Brenda Halle, Diane Hillebrand, Janice Hoffarth, Marco Holter, Joneen Iverson, Vern Kary, David Knittel, Mark Kobe, Nicole Koll, Kathy Lacey, Darin Lee, Lynn Lee, Diana LeTexier, Loren Liepold, Tammy Mulske, Shari Nelson, Linda Neuerburg, Shelly Pecka, Joshua Rahn, Brenda Schill, Brett Seaberg, Nikki Seabloom, Dave Senne, Linda Skarsten, Derek Stinchfield, Morgan Stroh, Kristi Swartz, Eric Tweton, Courtenay White, Cheryl Widman, and Sherry Zeman

**Ex-Officio Present:** Diane Nelson

**Members Absent:** Ron Burrows, Cherie Dufault, Carol Herman, Pat Jacquemart, Doug Osowski, Kerrie Peltier, Catherine Perry, Janelle Studney, Tami Swiers, and Phyllis Vold

1. **Program:**

Alice Brekke joined us, passed out budget proposals of the executive recommendation, which they were very pleased with. She will be returning after the crossover of the legislature in March to report the status.

2. **Minutes:** *Nikki Seabloom moved to accept minutes after correction has been made, Dave Knittel seconded to approve the minutes of the November 12, 2008 Staff Senate Meeting. Motion carried.*

3. **Treasurer's Report:** Sherry Zeman has sent out the updated treasurers' report for Senate review. The 31 Days of Glory depots have all been made and all tickets were sold.

4. **Staff Senate Committee Reports:**

(Please remember to provide a written report to the secretary prior to this meeting.)

- a. **Bylaws/Election:** Joneen Iverson reported that the committee has not met.
- b. **Fundraising/Scholarship:** Linda Neuerburg reported that the committee has not met.
- c. **Legislative:** Eric Tweton reported that the committee has not met. Next two meetings are scheduled for: Wednesday, December 17<sup>th</sup> at 9:00 in the Union, Memorial rm. and Wednesday, January 7<sup>th</sup> at 9:00 in the Union, Memorial rm.
- d. **Public Relations:** Diana LeTexier reported that the committee has been communicating through email and phone but has not met.

- e. **Staff Development Program:** Loren Liepold reported that the committee has been busy organizing the Food Drive. They will be delivering the donations December 11. The Spring programming is coming along and more information will follow.
- f. **Staff Recognition:** Dave Senne reported that the committee has not met. They are working on the Staff Senate Yearly Award Ballot.

## 5. Old Business

- a. **NDUS Staff Leadership Conference** – Janice Hoffarth reported that the conference went well and 9 universities were represented. Logistics of each individual university staff senate was discussed and will be reported in the minutes and put online for everyone to review. It was decided that a North Dakota University System Staff Senate be created. Janice Hoffarth is the first President of NDUSSS and has been invited to sit in on the State Higher Education Board. Loren Liepold is currently working on creating the Bylaws for the new senate. Hopefully when the NDUSSS has been fully established we hope to become a voting member on the State Higher Ed Board.

*Dave Senne made a motion for the senate to support this venture. Dave Knittel seconded. Motion carried with two abstained votes.*

- b. **U-Shine Award** – Janice Hoffarth reported that Mary Iwan is Decembers U-Shine Award winner.
- c. **Suggestion Box Submission** – Janice Hoffarth reported that there was one submission that will be taken to Executive.

## 6. New Business

### 7. Other Committee Reports:

- a. **Budget & Planning Committee:** (Janice Hoffarth, Loren Liepold and Nikki Seabloom) – Janice Hoffarth reported that they had not met.
- b. **Chester Fritz Auditorium Advisory Board:** (Tammy Mulske) Tammy Mulske reported that they had not met.
- c. **Council of State Employees (COSE):** (Dave Senne) – Dave Senne mentioned elections are being held this month.
- d. **Building/Facility Access Committee:** (Doug Osowski) – Doug Osowski was not present.
- e. **Traffic Committee:** (Eric Tweton, Marco Holter, and Morgan Stroh) – Morgan reported that they meet next Tuesday. There has been some discussion on perimeter parking lots. The airport would like to make their lot a perimeter lot but the committee is afraid of loosing A zone monies. Marco reported that you do have to leave your hang tags up until further notice.
- f. **University Senate:** (Janice Hoffarth, Loren Liepold, Carol Drechsel) – Carol Drechsel reported there has been much discussion in University Senate. The Student Senate is revising their bylaws and constitution to match up. The main concern is that the President appointed members to sit in the 14 voting seats on University Senate instead of members of the Student Senate. The GPA to graduate with honors has been raised and will take effect immediately. There was some concern that students where not notified but was voted to enforce it for Decembers graduation.

- g. **Conflict of Interest/Scientific Misconduct Committee:** (Diane Hillebrand & David Knittel) – Diane Hillebrand said that the committee is reviewing the policies and should have a draft to send to the President soon. Still in need of good representation on the committee.

9. **Matters Arising / Open Discussion**

- a. Janice reported that the search committee for the VP of Finance and Operations will be meeting on Tuesday, December 16<sup>th</sup>, 2008.
- b. Janice Hoffarth reported that the taskforce on bias that she is a member of should have draft to the President soon.
- c. Diane Nelson reminded everyone to let people know that the tuition waivers are due on Friday December 12.
- d. There is a website for MN Residents who work for the State of North Dakota for their children to qualify for ND student tuition rates. [Http://www.und.edu/dept/studentaccounts/html/residency.htm](http://www.und.edu/dept/studentaccounts/html/residency.htm)

10. **Adjournment:** 2:10 pm

**Next meeting:** 12:00 pm Wednesday, January 14, 2008, MU River Valley Room