Executive Committee Meeting Minutes
January 21, 2015


I. Meeting called to order at 9:33 AM by President Wendy McCrory.

II. Consent Agenda – No items for consent.

III. MOTION by Tina Exner / Kelly Bisek to approve the meeting agenda. MOTION CARRIED.

IV. MOTION by Angela Bachman / Tammy Helweg to approve the December 17, 2014 Executive Committee meeting minutes. MOTION CARRIED.

V. MOTION by Jeri Vaudrin / Diane Harrison to approve the January 7, 2015 Staff Senate meeting minutes. MOTION CARRIED.

VI. Treasurer’s Report by Tina Exner

   • Appropriated: $3,330.62
   • Local: $12,920.30
   • Agency: $1,323.00

VII. Membership Report by Diane Harrison – We currently have 51 senators. The proxy list is short and hard for senators to find. Harrison will add something about proxies to the next Messenger. Bisek suggested having a “bring a co-worker to Staff Senate” day and try to give visitors a promotional item for attending.

VIII. Committee Reports

A. Bylaws by Laura Dallmann – There is one minor change to the bylaws that will be brought forward to full senate in February for approval.

B. Campus Relations (formerly Valentine’s Ball) by Wendy McCrory – No report.

C. COSE by Laura Dallmann – There was a meeting on January 20, 2015 but no information at this time about that meeting.

D. Election by Kelly Bisek – No report.

E. Gunkelman Award by Tina Exner – There was a meeting on January 20, 2015. Planning for the event is underway.

F. Information Technology by Vince Anderson – IT is recommending Mac computers be updated so that they can be remotely updated going forward.

G. Legislative by Jeri Vaudrin – No report.
H. Public Relations by Angela Bachman – The Messenger will be published in the next few weeks. The committee is also working on the Staff Appreciation event to be held in March. The committee is in the process of ordering the promotional items.

I. Scholarship by Wendy McCrory – The committee asked if they had to do a raffle for fundraising. McCrory indicated to them that it is not mandatory. Fundraising activities are up to the committee.

J. Staff Development / Program by Gennifer Sprecher – The speaker has been arranged for the Discover U seminar on February 19, 2015. April 1, 2015, President Bresciani will be the program speaker. Anderson suggested making this the day we invite co-workers to Staff Senate.

K. Staff Recognition by Tina Exner – The committee met on January 20, 2015 to review the rubric and the procedures to avoid conflicts of interest.

L. State Staff Senate by Kelly Bisek – The next meeting will be on January 26, 2015. They will be electing a new staff representative to the State Board of Higher Education. Both candidates are excellent choices.

M. Ad-Hoc Committees

1. Environmental Sustainability Committee by Gennifer Sprecher – No report. Scheduling is still an issue.

2. Accounting Communication Workshop by Laura Dallmann – Exner has collected almost all of the information. She will be forwarding that to Anderson for posting to the website.

IX. President’s Cabinet by Wendy McCrory – See ATTACHMENT 1 for details.

X. Old Business

A. Lost and Found Items Locations by Gennifer Sprecher – No report.

B. Staff Senate Polo Shirt by Wendy McCrory / Diane Harrison – No report.

C. NDSU Day of Honor – The event was well received and had good attendance. It was a nice ceremony.

D. Relay for Life by Laura Dallmann – The “NDSU Staff Senate” team has been created and has four members. To join the team or make a donation to our team visit the Relay for Life website. The event begins on April 18, 2015, at 6 PM.

XI. New Business

A. Senate Coordinating Council (SCC) by Wendy McCrory – There were questions about membership of SCC and participation by General Council. There is an understanding among certain members that Faculty Senate “owns” the Senate Coordinating Council and the Faculty Senate bylaws drive SCC. McCrory is in the process of clarifying that the SCC is equally represented and governed by the three bodies – Faculty Senate, Staff Senate and Students Government.

B. Staff Senate Meeting Minutes and Announcements by Wendy McCrory – There is a concern that Staff Senate’s meeting announcements and minutes are not being announced to all staff. Dallmann has volunteered to start making announcements to all staff instead of just Staff Senate. Dallmann will also start posting our minutes in draft format as soon as possible.
C. Legislative Information/SBHE by Wendy McCrory – McCrory will be sending legislative updates periodically to keep everyone updated. Be aware that many proposed bills do not go forward so do not be alarmed by items unnecessarily.

D. SWOT Analysis – Dallmann suggested considering doing a SWOT analysis for Staff Senate possibly during the summer. MOTION by Kelly Bisek / Tina Exner to table this discussion. MOTION CARRIED.

XII. Advisor’s Comments by Colette Erickson – No comments.

XIII. Announcements – Wendy Gibson announced that the Library has the study guides for the Microsoft Office Specialist certification available. Gibson will forward that information to be included in the Messenger.

XIV. Meeting adjourned at 10:35 AM by Wendy McCrory.
Pres. Cabinet

Wednesday, January 14, 2015

The President called a special cabinet meeting to address the resignation of Dr. Kirsten Diedrich. A full search will eventually take place to replace her. As for the process to approve SBHE members, the senate review is a recommendation, but the votes go to the legislature.

The President also talked about the legislative process. He felt there are some concerns about lower oil prices. He also stated, for the most part, the governor’s budget is being supported. This is good for higher education.

He talked about upcoming bills. Many bills are written and most do not go through. We should be aware of proposed bills, but continue to watch their progress. New software to follow bills has been developed.