Executive Committee Meeting Minutes
July 15, 2015

Members present: Rebecca Datzov, Tina Exner, Angela Bachman, Lori Askew, Lorie Herbel, Gennifer Sprecher, Jim Osland, Colette Erickson, Wendy McCrory, Diane Harrison, Daniel Erichsen, and Vince Anderson.
Member(s) absent: Tyler Perkins

I. Meeting called to order at 9:31 AM by President, Gennifer Sprecher.

II. Consent Agenda – All items including “housekeeping items” will be posted online. MOTION by Wendy McCrory / Tina Exner to approve consent agenda. MOTION CARRIED.
   A. Policies for Information Only:
      130 – Annual Leave
      168 – Reasonable Accommodations on the Basis of Disability
      332 – Assessment of Teaching
      348 – Instruction in the Responsible Conduct of Research
      350.3 – Board Regulations on Nonrenewal, Termination or Dismissal of Faculty
      515 – Travel – Employee
      601 – Rights and Responsibilities of Community
      607 – Admission & Re-enrollment Safety Risks; Background Checks
      800 – Authorized Representatives
      803 – Restricted Gifts vs. Grant Policy
      818 – Procurement Standards on Federal Agreements

   B. Policies for Input: No Items for business.

III. MOTION by Tina Exner / Diane Harrison to approve the meeting agenda as amended. MOTION CARRIED.

IV. MOTION by Rebecca Datzov / Angela Bachmann to approve the June 18, 2015 Executive Committee meeting minutes as amended. MOTION CARRIED.

V. Treasurer’s Report by Tina Exner.
   • Agency: $ 1733.40
   • Appropriated: $ 1169.00
   • Local: $ 3194.37

VI. Membership Report by Diane Harrison – Membership unchanged from last report. When seeking new members, keep in mind new staff must complete the 6 mo. probationary period before joining Senate.

VII. Committee Reports
   A. Bylaws – Gennifer Sprecher. President must give approval to remove COSE.
   B. Campus Relations by Daniel Erichsen – A successful blood drive took place. Walking and yoga events coming up; meeting to plan for fall events soon. A ‘Know Your Numbers’ event is planned for 9/21 for people to test cholesterol, etc; nursing students will conduct tests. Note the Silent Auction is 11/17, and the Vendor Show is the third week of November. Re: the Salvation Army Red Kettle drive, a kettle at the Union and one at downtown campus is being considered for early December. Gennifer will post these in our online ‘Upcoming Events’ section.
   C. COSE by Gennifer – she notified Senate members assigned to COSE that this duty will be removed from Staff Senate. This must be discussed at the September full senate meeting.
   D. Election by Wendy McCrory - No Report.
   E. Gunkelman Award by Tina Exner - No Report.
F. Information Technology by Vince Anderson – I.T. is exploring a new, less restrictive possibility for an online environment for departments to share materials and have exchange with students and the public. I.T. has attempted to fix spam issues numerous times with campus Listservs, yet it remains a problem.

G. Legislative by Gennifer Sprecher – met with Representative Boschee. Positive ideas exchanged re: possible listening sessions with Student Senate, Faculty Senate or others. She will discuss with the President.

H. Public Relations by Angela Bachman – Senate posters and Campus Kudos images are being updated.

I. Scholarship by Wendy McCrory – No Report.

J. Staff Development / Program by Jim Osland – Discover U 2.0 Equine program for late August. Senate meeting programs in planning. Fall Discover U ideas are under discussion; potential speakers are being contacted.

K. Staff Recognition by Lori Askew – No Report.

L. State Staff Senate by Daniel Erichsen – new officers elected. No other updates at this time.

M. Environmental Sustainability Committee by Gennifer Sprecher – Bookstore was contacted, seeking cooperation. Communication and meeting coordination challenges discussed. Upcoming: move-in weekend brings extra cardboard recycling. Discussed recycling opportunities that campus sports events could present. Suggestion to share the information with NDSU TeamMakers, and let them know about the presence of MinnKota recycling containers that can be utilized at events.

N. Ad Hoc Committees
   1. Polo Shirts by Angela Bachmann – Exploring options at this time.
   2. Homecoming Float by Wendy McCrory – Wendy will follow up with the Parade Committee re: the proposed idea of Staff Senate volunteering for Homecoming event support rather than doing a float.

VIII. President’s Cabinet by Wendy McCrory – discussion re: the intellectual property issues in the future now being handled by one person between NDSU and UND as a shared resource. The new Chancellor will be here 9/10 from 1-1:30pm and Staff Senate has opportunity to attend a meeting to voice any concerns and questions. Research 1 and 2 has issues with parking during football games, so NDSU is taking over the handling of those lots this school year.

IX. Old Business
   A. Lost and Found Items Locations by Gennifer Sprecher – No Report
   B. FORWARD Insurance Coverage Issues by Angela Bachman – No Report

X. New Business
   A. Tom Bearson’s Foundation by Wendy McCrory – No Report
   B. Leave Pool by Vince Anderson – how is the Leave Pool used and could it be used anonymously?
   C. Broadbanded elections by Gennifer Sprecher - tabled
   D. Materials to Review/Archive Stuff by Gennifer Sprecher – Gennifer has a binder from Laura regarding FMLA policies and a folder of Campus Kudos materials. Kudos materials will be turned over to that committee. Old display photos could be given to those pictured, to be distributed by the PR committee. Share the old photo scrapbooks and binder of Senate activities with University Archives.
   E. Mentors for New Members by Gennifer Sprecher - tabled
   F. Policy 133.1, re: spouse/partner tuition discounts – Wendy McCrory – Policy needs updating; discussed how the terms ‘spouse’ and ‘partner’ are used. Staff need to discuss how this should be updated.
   G. Shared Drive - tabled

XI. Advisor’s Comments by Colette Erickson – shared in discussion re: Policy 133.1 noted above.

XII. Announcements- None

XIII. Meeting Adjourned at 11:02 AM by Gennifer Sprecher.

Scheduled meetings:
- Staff Senate: Wednesday, September 2, 2015, 9:30 – 11 a.m. in Prairie Rose Room, Memorial Union
- Executive Committee: Wednesday, August 19, 2015, 9:30 – 11 a.m. in Mandan Room, Memorial Union
Consent Agenda

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Policies for Input:
No Items for business.