Executive Committee Meeting Minutes  
Friday, August 21, 2015  

Member(s) absent: Lori Askew  

I. Meeting called to order at 9:32 AM by President Gennifer Sprecher.  

II. Consent Agenda  
A. Policies for Information Only:  
   No Items for business.  
B. Policies for Input:  
   No Items for business.  

III. MOTION by Tina Exner / Angela Bachman to approve the meeting agenda. MOTION CARRIED.  

IV. MOTION by Jim Osland / Diane Harrison to approve the July 15, 2015 Executive Committee Meeting Minutes as amended.  

V. Treasurer’s Report by Tina Exner  
A. Appropriated $1596.00  
B. Local $7417.94  
C. Agency fund $1733.40  
Gennifer will send Thank You notes to departments that offered supporting funds to Staff Senate.  

VI. Membership Report by Diane Harrison – Membership will soon be down to 50 as one staffer changed jobs.  

VII. Committee Reports  
A. Bylaws by Tyler Perkins – COSE was removed as per discussion; Constitution recently updated to reflect new approved changes in officers, etc. Bylaws currently state that two reps are needed for Library and University Athletics committees, not matching the bylaws of the committees, which say only one rep from Staff Senate. One person could be main rep and a second serves as alternate. Will add to list of updates to share next time changes are submitted to general counsel.  
B. Campus Relations by Daniel Erichsen – fall event planning is under way, and summer events were well received.  
C. COSE by Gennifer Sprecher – The Governor’s office was notified that our Senate is no longer designating a COSE representative.  
D. Elections by Wendy McCrory – Discussed ideas regarding membership increases; perhaps administrators in various areas could be asked to encourage staffers to join Staff Senate. Other ideas include flyers, speaking to staff groups about Senate participation, and share info through HR when new staffers conclude the six month probationary period.  
E. Gunkelman Award by Tina Exner – No Report.  
F. Information Technology by Vince Anderson – Campus IT capacity has doubled this year.  
G. Legislative by Gennifer Sprecher – Listening sessions with legislative representatives were encouraged by our president. Staff is encouraged to learn about and engage issues. Interim session schedules should be noted and consider opportunities with them. Gennifer presents at the September NDSU Faculty Senate, and will inquire about faculty interested in joining as well.  
H. Public Relations by Angela Bachman – Senate photo for display will be updated after the new group shot is taken; new photographer needed. State Staff Appreciation week will have a schedule of events coming out via email.
I. Scholarship by Wendy McCrory – No Report.
J. Staff Development / Program by Jim Osland – Most Senate meetings have planned programs at this point. Discover U workshop is planned for October and speaker ideas being discussed. The Equine workshops are now rescheduled for August 31 and September 3 due to facilitator’s surgery.
K. Staff Recognition – Gennifer noted that two staffers will receive Kudos at the September meeting.
L. State Staff Senate by Daniel Erichsen – Meeting coming up in near future.
M. Environmental Sustainability Committee by Gennifer Sprecher – Gennifer and Jen Kacere discussed what environmentally sustainable practices have been going on in Residence Life. Move-In Weekend has a specific plan via volunteers to help with recycling. New recycling units are also on campus with NDSU branding. Wayne Miller from RDC will join this Committee also. An Impact Grant proposal is being submitted; funds could help purchase containers/bins and support educational efforts. Gennifer is looking into networking with a local city recycling organization.
N. Ad Hoc Committees
   1. Polo Shirts by Angela Bachmann – No Report.
   2. Homecoming by Wendy McCrory – Volunteering at Homecoming events is encouraged for Staff Senate members. Senate vests in bright color could be purchased for volunteers to use and identify us as ‘Staff Senate Volunteer.’ Order in September for use in October.

VIII. President’s Cabinet by Wendy McCrory – The President met with new incoming Faculty. NDSU is considering options for expanded residence hall and dining space. The STEM building is on track. The President’s Walk through the NDSU gates this year included giving students a tassel. A Roosevelt Library is being planned and one possible location might be the NDSU Dickinson Research Extension Center. NDSU sent four teams to FL to participate in The Clinton Global Initiative University; one NDSU student visited another such event in Washington D.C. Chris Wilson said work is being done related to SB-2150; areas for confidential reporting will have designated people in which to report to; more info to come.

IX. Old Business
   A. Lost and Found Items Locations by Gennifer Sprecher – Cooperating with student government to get a list posted online.
   B. FORWARD Insurance Coverage Issues by Angela Bachman – No Report.

X. New Business
A. Tom Bearson’s Foundation by Wendy McCrory – Fundraiser coming up, in Sartell, MN.
B. Broadbanded elections by Gennifer Sprecher – Discussion of the demographics of the senate. Consider how to increase membership in bands that are underrepresented. Discuss again next month.
C. Mentors for New Members by Gennifer Sprecher – Practice has been to assign mentors to new Staff Senate members; seems to be well received. During the April Senate meeting, solicit volunteers for mentors to be assigned to newly elected senators in May.
D. Shared Drive Access by Gennifer Sprecher – Senate will continue to allow shared drive access to certain trusted individuals who assist the Senate with key reports and business items; all committee chairs continue to have access to shared drive as well.

XI. Advisor’s Comments by Colette Erickson – No Report.
XII. Announcements - None
XIII. Meeting adjourned at 10:50 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, September 16, 2015, 9:30 – 11 a.m. at President’s House, & Mandan Room, Memorial Union
Consent Agenda

*Policies for Information Only:*
No Items for business.

*Policies for Input:*
No Items for business.