Executive Committee Meeting Minutes
Wednesday, October 19, 2016


I. President’s Visit – The Staff Senate Executive Committee was hosted at the President’s residence. After the visit members continued the business meeting at the Memorial Union Arikara Room.

II. MOTION by Ryan Brinkman / Jered Pigeon to approve the Consent Agenda. MOTION CARRIED.

A. Policies for Information
   1. 361 – Emeritus Titles

B. Items for Input
   1. 151 – Code of Conduct
   2. 162 – Sexual Harassment Policy

III. MOTION by Tina Exner / Matt Chaussee to approve the Meeting Agenda. MOTION CARRIED.

IV. MOTION by Tina Exner / Matt Chaussee to approve the Wednesday, September 21, 2016 Executive Committee Meeting Minutes as amended. MOTION CARRIED.

V. MOTION by Tina Exner / Matt Chaussee to approve the Wednesday, October 5, 2016 Staff Senate Meeting Minutes. MOTION CARRIED.

VI. Treasurer’s Report by Tina Exner
   A. Appropriated Fund: $ 764.70
   B. Scholarship Fund: $ 140.12
   C. Local Fund: $ 11,425.93

VII. Membership Report by Carin Engler – Membership currently stands at 46 members. Recent staff changes resulted in four resignations from Senate. Current and new staff expressing interest in membership will be contacted soon. Members are encouraged to speak with coworkers about joining the Senate and talk about the impact we have for all staff at NDSU. There is interest in taking time in future meetings for discussing improved efficiencies for staff work, and sharing ideas to help others so that members can take tangible improvements back to their departments. Anyone with ideas to share on this should contact Gennifer Sprecher, and this will be brought to the Staff Development meeting for further discussion and planning.

VIII. Committee Reports
   A. Bylaws by Laura Dallmann – Committee members looked at the potential issue of part time employees’ eligibility to participate in Staff Senate and also serve as proxies. Senate bylaws state that any staff who are regular broad-banded, benefitted employees (Article III) are eligible. No specification of an employee being full time is noted.
   C. Legislative by Gennifer Sprecher – No Report.
   D. Public Relations by Elizabeth Worth – No Report.
   E. Information Technology by Matt Chaussee – Currently the phishing campaign is working to urge caution and vigilance against email scams. There will be intentional phishing campaigns in the near future to help people learn more about detecting them.
   F. Scholarship by Tina Exner – Committee meets soon to identify a new chair.
   G. Staff Development by Jered Pigeon – There are enough funds to cover the Live2Lead speaker for the November event; clarification is needed regarding how the Senate contribution would be used. Gennifer Sprecher and Tina Exner will follow up with Larissa Kunde on the Staff Development Committee.
   H. Staff Recognition by Anna Sheppard – No Report.
   I. Campus Relations by Elizabeth Worth – No Report.
   J. Gunkelman Award by Carin Engler – No Report.
   K. State Staff Senate by Ryan Brinkman – A recent topic of discussion in State Staff Senate meetings has been primarily centered around shared governance issues.
L. Joint Committees

M. Ad Hoc Committees
   2. Learning Space Advisory Committee – No Report.
   3. Staff Ambassadors by Elizabeth Worth – No Report.

IX. President’s Cabinet by Jim Osland – No Report.

X. NDSU Day of Honor – The event is set for Wednesday, January 11, 2017 from 3:00-4:00 PM in the Plains Room.
   Members are planning further details. Current members are all new and there is concern regarding issues of continuity and knowing how to execute the event without prior experience. Daniel Erichsen, a previous member, offered guidance.

XI. Old Business
   A. Lost & Found by Gennifer Sprecher – Gennifer will be meeting soon with volunteers to discuss the structure of this initiative.
   B. Website Changes by Matt Chaussee – Tabled.
   C. Ideas for continuity of positions and departmental advisors – Tabled.
   D. Parking Issue by Gennifer Sprecher – Discussion will continue on staff parking issues, the ticket appeal process, the Parking Appeals Board and their process. Gennifer has been contacted about parking issues and asks that others who have similar experiences please share them with her so that she can gather the additional information and move forward with a review.
   E. Faculty Senate Resolution – Members reviewed the resolution. The Staff Senate resolution draft will be completed and prepared for Senate review and voting at the November 2 meeting.

XII. New Business – No Report.

XIII. Advisor’s Comments by Colette Erickson – No Report.

XIV. Announcements

XV. Adjourn 11:17 AM

Scheduled meetings:
- Staff Senate: Wednesday, November 2, 2016, 9:30 – 11 a.m. in Plains Room, Memorial Union
- Executive Committee: Wednesday, November 16, 2016, 9:30 AM in the Arikara Room, Memorial Union

ATTACHMENT A

Faculty Senate Resolution:

Whereas: The North Dakota State University Faculty recognizes the role and responsibilities of the State Board of Higher Education and the North Dakota University System and its leadership,
Whereas: NDUS stakeholders should work together, especially in a time of severe budget cuts, to avoid damaging the interests and integrity of all NDUS institutions,
Whereas: To continue to pursue its mission, NDSU requires the continued administrative leadership of President Bresciani based on shared governance, especially during the current critical financial challenge NDSU has and will face in the next biennium.
Resolved: The Faculty at North Dakota State University endorses the extension of President Dean Bresciani’s contract.