Executive Committee Meeting Agenda
Wednesday, July 19, 2017


I. Meeting called to order at 9:39am by Jered Pigeon.

II. Consent Agenda –
   A. Policies for Information – None
   B. Items for Input – None

III. MOTION by Jim Osland / Elizabeth Worth to approve the Meeting Agenda. MOTION CARRIED.

IV. MOTION by Tina Exner / Lorie Herbel to approve the Wednesday, June 21, 2017 Executive Committee Meeting Minutes. MOTION CARRIED.

V. Treasurer’s Report by Tina Exner
   FY 17 FY 18
   A. Appropriated - $0 $1169 Jered will send a thank you for appropriated funds.
   B. Local - $4897.30 $4920.05
   C. SCH - $.12 this is FY 17. $.12.

VI. Membership Report by Carin Engler – We are down to 50 after the loss of Matt Chaussee and Kayli Harlan.

VII. Committee Reports
   A. Bylaws by Gennifer Sprecher – Committee will be meeting about learning space advisory member nomination procedure.
   B. Elections by Carin Engler – Nate Robideau will replace Matt Chaussee as the appointed member on IT.
   C. Legislative by Gennifer Sprecher – No report.
   D. Public Relations by Elizabeth Worth – Committee is continuing to work on selling RedHawks tickets, having sold approximately half so far. They received 6000/7000 band list from HR. The committee now can ensure those bands will know about the event and how to register. Elizabeth will send a flier in pdf form to Jim and Carin to disperse among their areas. Committee also started discussing plans for state employee recognition week in September.
   E. Information Technology by Ben Bernard – No report.
   F. Scholarship by Jim Osland – No report.
   G. Staff Development by Lorie Herbel – No report.
   H. Staff Recognition by Dereck Ostdahl – No report but we will need to replace Kayli Harlan in the 1000/3000 band.
   I. Campus Engagement by Alissa Kuntz – Committee met and came up with event ideas to proceed with this fiscal year’s planning. The blood drive in June was successful.
   J. Gunkelman Award by Amanda Booher – No report.
   K. State Staff Senate by Elizabeth Worth – Reported that the policy subcommittee meeting was on July 6 to put forth some proposed changes/additions to policies about morale.
   L. Joint Committees
      1. Campus Space & Facilities by Tina Exner – No report.
      2. Library by Alissa Kuntz – No report.
      4. Environmental Sustainability by Gennifer Sprecher – They are working on documenting what has already been completed on campus so they can analyze alternate materials and proceed forward.
   M. Ad Hoc Committees
      1. Administrator Training Initiative by Alissa Kuntz – There is a staff climate survey that will be administered soon and we are hoping to add a few questions. If we are unable to complete that task, we will create and administer our own survey.
      2. Learning Space Advisory Committee – No report.
VIII. President’s Cabinet by Elizabeth Worth – President Bresciani talked about construction projects – 1600 block University is on schedule; University Village phase 1 has a fall 2017 start date; the new residence hall also has a fall 2017 start date; the Sudro/nursing addition is almost completely funded; University is working on the Dunbar hall issues.

IX. NDSU Day of Honor – Members at Large will meet on August 2 to start discussing plans. The folder from last year is empty so the committee will meet with last year’s members to determine what tasks were completed and the timeline associated with this event.

X. Old Business
A. Lost & Found by Gennifer Sprecher – No report.
B. Budget by Jered Pigeon – Jered will get percentages from HR to complete the budget letter request and send them out before the end of July. Jered will send out a rough draft letter to all for review.
C. Development Foundation inclusion in Staff Senate events – Email was sent by Elizabeth Worth asking if they want to be included as a partner with Staff Senate so that they can be included in our events. Elizabeth hasn’t heard back yet. Elizabeth will email Shelly Lura again because if they are wanting to be included, we will send them a letter and the breakdown listed on those letters will be slightly different as their staff members will be part of the breakdown of percentages.
D. Summary of State Staff Senate – We still have questions about what this document is used for.
E. Procedure for Learning Space Advisory Board member – No report.

XI. New Business
A. 20th Anniversary Planning – Reunion idea-invite old members, find old pictures. Time capsule idea. Invite Prakash Mathew. We will concentrate on this next fiscal year so it will be removed from the agenda for now and added on for next fiscal year.

XII. Advisor’s Comments by Jill Spacek – No report.

XIII. Announcements – Shaq O’Neill will be at the SHAC for an event on October 4th, 2017 called Voices of Vision.

XIV. Meeting was adjourned at 10:35am by Jered Pigeon.

Scheduled meetings:
- Staff Senate: Wednesday, September 6, 2017, 9:30 – 11 a.m. in the Prairie Rose Room, Memorial Union
- Executive Committee: Wednesday, August 16, 2017, 9:30 a.m. in the Arikara Room, Memorial Union