

Staff Senate Meeting Agenda

Tuesday, April 10, 2018

Location: OM 111

Time 9:00 a.m.

Members Present

x	Jessica Amb 3000	x	Misti Wuori 1000		Mindy O'Connor 5000		Open 6000/7000
x	Rick Karboviak 3000	x	Teri Wright 3000	x	Mandi Domier	x	Leslie Durkin 4000
	Shannon Hofer	x	Linda Arnegard 5000	x	Lois Karlstad 4000	x	Susan Cordahl
x	Dina Zavala-Petherbridge			ex	Bob Kozojed		5000

Agenda

- Call to Order – Called to order by President Wuori, 9:02
- Additions to the Agenda - additions by Susan Cordahl
- Approval of minutes from the previous meetings—March 13, 2018 meeting –
 - ❖ Motion made by Susan Cordahl/Dina Zavala-Petherbridge to accept as written
- Treasurer's Report -
 - ❖ Only activity since last report is expenses for paper products from potluck
- Report from State Staff Senate—Misti/Rick/Jessica—Staff/Faculty State Staff Joint Meeting
 - ❖ Plans for summer
 - ❖ Salary freeze lifted for next calendar year
 - ❖ Joint faculty and staff senate meeting, April 13, 2018
 - ❖ Misti will send a link from Governor Burgum for review
 - ❖ Jane Grinde, HR NDUS, is looking for people for a Retirement Plan Oversight Committee
- Old Business
 - Comet Pride incentives and sales—Update—Scholarship apps review and awarding
 - ❖ \$4095 available for scholarships for Fall 2018, \$2,900 available last year
 - ❖ 9 individuals to award at 75% each (amount increase for upper class), totaling \$3,050. Motion made Lin Arnegard/Jess Amb to approve. Motion approved
 - Winter survival kits in state fleet cars—Jessica
 - ❖ Each vehicle comes equipped with scrapers/brush for snow removal-they often go missing
 - ❖ State fleet policy says a survival kit is to be provided in each vehicle
 - ❖ Who is responsible to make sure items are in the vehicle when returned
 - ❖ Perhaps a student worker can be employed to check vehicles upon return and vehicle is not sent out until vehicle is checked
 - ❖ What would be provided in the kit
 - Orville Johnson award/Employee Recognition (Mary Trudeau)
 - ❖ Employee Recognition Banquet is April 23, 2018, budget is being worked on

- ❖ RSVP will be sent out today
- ❖ Working on the list of Honorees
- ❖ Mary Trudeau will assist in the printing of the certificate
- ❖ Employee comments regarding Christmas event and such have been discussed and considered. Changes may be considered with a new President
- ❖ Separate budget funds are provided for employee events
- ❖ Mary Trudeau also presented information of improvements around campus. Still more coming. There is also a “beautification” committee. May be removing more of the bushes and will be seeking professional advice for landscaping. Caring for things can be an issue. Students are less interested in the summer job of caring for plants
- ❖ CDP and their parents would like to provide clean up, planting for their building
- Staff Association Spring—Tuesday, April 24 at 2 p.m. Heritage Room—Agenda?
 - ❖ Staff Senate will give an update
 - ❖ Misti Wuori will send out Qualtrics for questions/concerns
 - ❖ Cabinet members to give updates
- Area updates—reaching out to Broadband members
 - ❖ Misti Wuori will send Broadband to members
 - ❖ Misti Wuori will also check to see whose term will be available for Staff Senate
- New Business
 - Any other spring semester projects? Campus clean- up before New Student Success Days? TIAA grant? (Susan)
 - ❖ May schedule clean-up day first part of June
 - ❖ Susan Cordahl will investigate TIAA information. Perhaps a group that would provide/assist for clean-up day
 - ❖ Sarah Gasevic may provide further information regarding TIAA Grant
 - Additional new business?
 - ❖ Discussions on recycling. Are we doing it? Would need the Waste Management recycle containers. If we aren’t recycling, remove the plastic recycle containers. Rick Karboviak will check with Dan Lorenz about the process
 - ❖ Comet Drop Box – Students would like someplace to anonymously make suggestions or complaints. If initiated, who manages it? Who initiates? If there will be no follow through, there is no point in having said place
 - ❖ Lin Arnegard – Athletics Director position – Phone interviews will take place on Thursday, April 12, 2018 to prepare for on campus interviews
- Tabled items – Hunger Project, Awesome Grant (?)
- Area Updates - get to Lois
- Adjourn – 10:11
- Next meeting Date: May 8 at 9:00 a.m. OM 111