**UN Staff Senate Minutes**
**February 13, 2013**
**River Valley Room - Union**

**Members Present:** Elizabeth Becker, Kristi Bruggeman, Kimberley Burris, Chad Bushy, Chadd Damm, Katie Douthit, Jessica Dunphy, Connie Gagelin, Brent Gerhardt, Brenda Halle, Jim Hanson, Pam Henderson, Kim Higgs, Diane Hillebrand, Patricia Hodny, Janice Hoffarth, Kim Keeley, Nancy Krom, Sharley Kurtz, Darin Lee, John Lee, Lynn Lee, Josh Lindenberg, Evan Nelson, Marsha Nelson, Shelly Pecka, Kim Rulifson, Bob Schindele, Dennis Stangl, Denise Sturges, Kristi Swartz, Vicki Thompson, Eileen Tronnes-Nelson, Wendy Warner, Cheri Williams, Clay Willoughby, Carol Winkels, Patricia Young, William Young

**Ex-Officio:** Pat Hanson

**NDSSS Ex-Officio:** Janice Hoffarth

**Members Absent:** Brian Fricke, Dan O’Donnell, Dale Spicer, Derek Stinchfield

**Members Absent (excused):** Tearnie Braaten, Pat Hanson, Jenny LeTexier, Jolene Marsh, Shannon Medina, Leyton Rodahl

1. **Call to Order:** Meeting called to order by President Patricia Young at 1:03 pm.

2. **Approval of the January 9, 2013 Staff Senate minutes:**
   Evan Nelson made a motion, Marsha Nelson seconded to approve the minutes of the January 9, 2013 Staff Senate meeting. Motion carried.

3. **Treasurer Report** - Katie Douthit
   Katie reported that all 31 Days of Glory winners have been paid. Need to move money from the CD to the scholarship fund.

4. **Membership** - Vicki Thompson
   No report. There are two open positions.

5. **Staff Senate Committee Reports** - **Please remember to turn in a report to the secretary prior to this meeting (either e-mail or hard copy)**
   a. **Bylaws/ Election** - Kristi Swartz
      Have not met.
   
   b. **Denim Day Committee** - Cheri Williams
      Will meet on January 10 to review the regular Denim Day applications.
   
   c. **Fundraising/ Scholarship** - Sharley Kurtz, Shannon Medina
      Silent Auction - Donations due by Friday Feb 15th
      Dependents of Staff Scholarships - Deadline March 1, 2013 by 4:00 pm (application on SS website).
   
   d. **Legislative** - Darin Lee
      Met on January 29 to discuss several bills: retirement healthcare benefits, 4% increase in wages and contributions, oil tax reduction, etc. Janice Hoffarth mentioned that there are other bills pending that will not directly impact staff, so check out the state's website.
   
   e. **Public Relations** - John Lee (this committee meets the first Wednesday of each month at 9:00 am in the Alumni Room in the Union)
      The committee discussed having others work on developing flyers (not just John Lee). Talked about the efficiency of the committee. They will not meet in March.
   
   f. **Staff Development Program** - Diane Hillebrand (this committee meets every month before Staff Senate). Met and discussed monthly speakers, tours and workshops.
g. **Staff Recognition** - Marsha Nelson
   Met on January 30. Discussed the Senator of the Year award process and Spring Fling.

h. **U-Shine Award** - Kim Keeley
   February winner is Earl Battle from EERC. The Faculty Exceptional U award winner was Paul Hardersen.

i. **Denim & Diamonds** - Trish Hodny (This committee will meet every Monday at 9:30 in the Law School’s conference room until the event).
   Trish mentioned that she sent a letter to the department heads and VP’s about purchasing tickets.

6. **Old Business**
   a. **Suggestion Box**
      A note asking that something be done about UND buses pulling out in front of cars without looking and yielding to oncoming traffic. The concern will be sent to the Traffic Office.

7. **New Business**
   None.

8. **Other Committee Reports**
   a. **Ad-hoc University Ombuds Committee** - Cheri Williams
      Have not met but have 10 applications so far.

   b. **Building/ Facilities Access Committee** - Marsha Nelson
      Have not met.

   c. **Chester Fritz Auditorium Advisory Committee** - Kim Keeley
      Have not met.

   d. **Conflict of Interest/ Scientific Misconduct Committee** - Diane Hillebrand, Cheri Williams
      Have not met.

   e. **COSE** - Patricia Hodny, Kim Keeley, Shannon Medina
      Trish Hodny resigned and Kim Burris was voted in as her replacement. The committee met via teleconference and discussed other options for placing discounts on the website. The next meeting is April 23.

   f. **Diversity Council** - Thomas Brockling, Kristine Paranica, William Young
      Have not met.

   g. **Healthy UND Tobacco Task Group** - Kim Ruliffson
      Have not met. Will meet on February 27.

   h. **NDSSS** (North Dakota State Staff Senate) - Kristi Swartz, Trish Young, Diane Hillebrand
      Have not met.

   i. **The President’s Cabinet** - Trish Young
      The members talked about policy changes and Trish was able to talk about Denim and Diamonds.

   j. **SBHE** - Janice Hoffarth
      Janice talked a little about the IT building plans/specs.

   k. **Sexual Violence** - Trish Hodny
      Trish resigned there are two applicants so far.

   l. **University Bookstore Advisory Committee** - Nancy Krom
      Have not met.

   m. **University Senate** - Trish Young, Diane Hillebrand, Sharley Kurtz *(does not meet in the summer)*
      Discussed the scholastic honesty policy. The BIG Event is April 27. Trish Young talked about Denim and Diamonds.
n. **Work Well Committee** - Shelly Pecka (meets once a semester)
   Met on February 12. Kim Ruliffson is developing a survey about wellness. Claire Moen from the Environmental Safety Office is available to conduct an assessment on your work station’s ergonomics.

9. **Matters Arising/ Open Discussion**
   The Staff Senate photo will be taken next month. Trish Young mentioned that a survey about Staff Senate will be sent out soon.

10. **Next Staff Senate Meeting March 13, 2013 in the River Valley Room in the Union.**

11. **Adjournment:** 2:04 pm.