
Members Absent: Tammy Anderson, Jessica Dunphy, Brent Gerhardt, Shannon Jongeward, Kim Keeley, Susie Kroetsch, Laura Look, Bree Melicher, Denyse Sturges, Carol Winkels.

Ex-Officio: Pat Hanson (present)
NDSSS Ex-Officio: Kristi Swartz (present)
SBHE Ex-Officio: Janice Hoffarth (absent)

1. Call to Order by President Sharley Kurtz at 1:01 PM
2. Announcements
   a. Guest: Alice Brekke, VP for Finance and Operation
      Vice President Brekke addressed the Staff Senate regarding the Administration’s commitment to open communication and ongoing collaboration. They are moving forward after the memorandum of understanding was signed with Student Government. Vice President Brekke gave an update on some of the legislative changes. For the time being, there are several grey areas as the University handles implementation and/or transitions due to changes. It will be an ongoing conversation on how each of the legislative changes will be handled, and information will be sent out to the UND community through email and/or open forums. Vice President Brekke stated that she believes it would be beneficial for her to join us once or twice a semester for open dialogue. If anyone has any questions for her or her office, they can bring them directly to her, or can go through Staff Senate.
   b. Guest: SOAR Update: Steve Light, Ryan Zerr and Sharley Kurtz
      An overview was given of what the SOAR process is. SOAR is a “collaborative governance initiative to identify, develop, and invest in key areas of strength and distinction as North Dakota’s premier student centered, research intensive public university”. It’s aimed to help us understand who we are, who we want to be, and how we’ll get there through qualitative and quantitative data. This is the most comprehensive collaborative governance initiative in UND history that is designed to help identity university and program priorities, assist with data-driven planning, guide strategic resource allocation to support the mission and advance the five pillars of Exceptional UND. Staff were guided through the three step process and workflow that will take place in 2015. Any questions regarding the SOAR process can be submitted through the Feedback link on the Vice President for Academic Affairs website, or sent to Steve Light at steve_light@UND.edu or 777-0960.
      (see end of minutes for SOAR PowerPoint)
3. Approval of April 8, 2015 Staff Senate minutes

Approved at June 10, 2015 Staff Senate Meeting
Motion made by Cheri Williams to approve the Staff Senate minutes from April 8, 2015. Second by Jim Hanson.
Lisa Moore, Trish Hodny, Gabe Arntson, Stacey Borboa-Peterson, Barry Brode, Tyler Clauson, Mark Danes, Kathie Howes, Carrie Jackson, Andrew Johnson, Mike Kraemer, Jenny Le Texier, Juan Pedraza, Jen Proulx, Kaaren Pupino, Jayson Sharp, Cherie Stoltman, Alyssa Walker abstained. Motion carried.

4. Officer Reports
   a. Cheri Williams (membership)
      Cheri reported that we are ending 2014-15 at 42 Senators. We are beginning the 2015-16 year with 50 Senators.
   b. Elizabeth Becker (historian)
      Elizabeth reported that she is in the process of getting all of our Staff Senate records into ImageNow. Her goal is to have it completed by July 1.

5. Staff Senate Committee Reports - Please remember to turn in a report to the secretary prior to this meeting
   a. Bylaws/Elections – Diane Hillebrand
      Diane reported that the Bylaws/Elections committee met on April 17 to count ballots for the 2015-16 Staff Senate elections. We are currently at a full senate.
   b. Denim and Diamonds – Trish Hodny
      Trish reported that the date for Denim and Diamonds has been set for September 25, 2015. More information to come in the upcoming months.
   c. Denim Day Committee – Cheri Williams
      Cheri reported that we collected $430 on the special Denim Day for The V Foundation Hoops for Hope event. We will start weekly summer Denim Days on Friday, May 15, and they will alternate between Fridays and Wednesdays.
   d. Fundraising/Scholarship – Pam Henderson
      Pam reported that the fundraising/scholarship committee met on May 8 and selected the 2015-2016 Dependent Scholarship Award winners. She is in the process of sending out the award letters and financial aid form. Jessica Dunphy has agreed to be co-chair for this next year to oversee Dependent Scholarships, Seeds for Staff Success and 31 Days of Glory. We are still looking for a co-chair to oversee the silent auction portion of Denim and Diamonds.
   e. Legislative – Katrina Kriewall
      Katrina reported that the committee met on April 30. The committee reviewed the outcome of the House and Senate bills that had been identified and tracked. NDPERS will switch health coverage on July 1 to Sanford Health Plan from Blue Cross Blue Shield of North Dakota. The State Board of Higher Education announced that Mark Hagerott will be the next chancellor of the North Dakota University System.
   f. Parades – Jim Hanson
      No Report
   g. Public Relations – Lacey Erickson (meets the third Monday of each month at 9:00 am in the Alumni Room in the Union as needed)
      Lacey reported that the committee has not met. The committee is looking for any pictures, updated and write-ups that anyone has for the Staff Happens Newsletter. Beth Moe will be taking over as Chair for the upcoming year. John Lee was recognized for his hard work on the Public Relations committee, and the many newsletters he has put together.
   h. Staff Development Program – Sarah Abentroth (meets every month before Staff Senate from 12-1 in the Alumni Room in the Union)
      Sarah reported that the committee met just before the Staff Senate meeting. They are wrapping up sessions and tours for this year. The last construction site walk tour is Friday.
   i. Staff Recognition – Amber Flynn
      Amber reported that Spring Fling was very successful. She thanked all of the Staff Senators that helped out that day. Her committee will have a follow up meeting to recap the event and discuss any changes needed for next year.
      Amber congratulated Jim Hanson and Kim Ruliffson for receiving Meritorious Service Awards and Sharley Kurtz for receiving the Ken & Toby Baker UND Proud Award at the 35th Annual Staff Recognition Luncheon.
   j. U-Shine Award – Jessica Dunphy
      Sharley reported that the Annual U-Shine Award was presented to Brenda Halle at the Staff Recognition Luncheon.

6. Suggestion Box
   a. ATM on west side of campus – suggestion will be sent to Pat Hanson.
b. Low staff morale and disrespect that administration holds for staff – suggestion will be sent to Pat Hanson. Sharley will continue to work on open communication.

c. See the Staff Senate partner with UND admin and student organizations to recycle more UND campus waste (food, electronics, plastic, paper, as well as useable goods) – suggestion will be sent to Vice President for Finance and Operations, Alice Brekke.

d. ½ priced (or reduced priced) tickets to events at the Chester Fritz several days before the event. Would this feature ever return? – suggestion will be sent to Pat Hanson.

e. Next time lines are painted for parking spaces on Centennial Drive would it be possible to paint lines in the parallel parking spaces on the street as well? - suggestion will be sent to Vice President for Finance and Operations, Alice Brekke.

7. Stop and Stretch

8. New Business

   a. Presentation of certificates and photos
      Certificates and photos distributed to all 2014-2015 Staff Senators.

   b. Senator of the Year Award
      Senator of the Year award given to Pam Henderson.

   c. Recognition of outgoing Senators/Passing of the Gavel
      Thank you and recognition given to all outgoing Staff Senators. Sharley Kurtz will remain as the 2015-2016 President. She was presented with a gavel.

   d. Election of Members-at-Large
      i. U-Shine
         Juan Pedraza nominated by Eileen Tronnes Nelson. Tyler Clauson nominated by Cheri Williams. 
         Motion made by Trish Hodny to cease nominations. Second by Jim Hanson. Motion carried. 
         Tyler Clauson was elected U-Shine Member-at-Large.

      ii. Denim and Diamonds
         Trish Hodny nominated by Cheri Williams. Motion made by Leyton Rodahl to cease nominations and cast a unanimous ballot for Trish Hodny. Second by Moses Serna. Motion carried.
         Trish Hodny was elected Denim and Diamonds Member-at-Large.

      iii. Parades
         Jim Hanson nominated by Elizabeth Becker. Motion made by Diane Hillebrand to cease nominations and cast a unanimous vote for Jim Hanson. Second by Amber Flynn. Motion carried.
         Jim Hanson elected Parades Member-at-Large.

   e. June Meeting Task
      Sharley tasked all the 2015-2016 Staff Senators to talk to two or three of the staff in their area, and to come back to the June meeting with what they would like Staff Senate to address and how they would like to see it resolved. We will be doing an activity at the June meeting to determine action steps for Staff Senate.

   f. July Meeting
      Discussion ensued on July meeting and having a potluck in the park.
      Juan Pedraza made a motion to have a Staff Senate Picnic in replacement of the July Staff Senate meeting. Second by Leyton Rodahl. Motion carried.

      Motion made by Trish Hodny to extend the meeting until 2:40 PM. Second by Elizabeth Becker. Motion carried.

9. University Committee Reports - Please remember to turn in a report to the secretary prior to this meeting

   a. Building/Facility Access Committee – Don Rasmuson
      Don reported that the committee has not met, however the new Access Policy is now available online. Don followed up on Jessica's remarks regarding the Access Request form, and it is a known problem.

   b. Committee on Sexual Violence Prevention – Eileen Tronnes-Nelson
      Eileen reported that the last meeting of the spring semester was on April 30, 2015. The agenda items discussed were the Green Dot program and the ND Legislation Session.

   c. Conflict of Interest/Scientific Misconduct Committee – Trish Hodny, Lisa Moore
      Trish reported that the committee finished the policy on Scientific Misconduct and scholarship which will now go to University Senate for review and approval. They will be charged with a new task in the fall.

   d. COSE (Council of State Employees) – Kim Keeley
      No report
e. Global Engagement Steering Committee – Pam Henderson  
   No report
f. Healthy UND Coalition - Kim Ruliffson, Jessica Dunphy  
   No report
g. Nickname Committee – Diane Hillebrand  
   Diane reported that the committee received over a thousand suggestions. They are now in the process of reviewing the suggestions. Their next meeting is May 18. Their hope is to select three names that will go to a public vote. The details on how this will be done have yet to be determined.
h. ND SSS (ND State Staff Senate) – Diane Hillebrand, Sharley Kurtz, Pam Henderson  
   Pam reported that ND SSS met on April 27 and May 11. HRC will be meeting at NDSU on May 20 and 21. SBHE is reviewing the Tuition Waiver Policy. The SBHE will be changing the policy to make it more uniform across all eleven NDUS institutions. New proposal had first reading on April 30. Proposes that if the course is offered by the employing institution, employee received 100% tuition waiver, regardless of whether it is online or face-to-face. If employee takes a course at another NDUS institution, 50% of tuition is paid by the employer and the balance paid by the employee. Courses in the areas of law and medicine are not eligible for the employee tuition waiver. Second reading will be on May 14. SBHE would like to have this in place for Fall 2015. ND SSS will be meeting in Devils Lake for their face-to-face meeting on June 22 and 23. We will be voting on officers at that meeting.
i. Senate Legislative Affairs Committee – Sharley Kurtz  
   Sharley reported that they are meeting on May 14, 2015.  
   (see end of minutes for legislative updates from the committee)
j. Shared Governance Committee – Sharley Kurtz  
   No report
k. The President’s Cabinet – Sharley Kurtz  
   Sharley reported that they met on April 20.
l. University Bookstore Advisory Committee – Brandon Wallace  
   Brandon reported that the committee met on May 1 and discussed spring semester sales information for textbooks. There are two major changes to the committee. Dawn Pladson has taken over for Margaret Myers on the University side. Bookstore manager, Marie Mack, has resigned, and her duties have been taken over by Griffin Gillespie, who was previously with One Stop Student Services.
m. University Ombuds Advisory Committee – Cheri Williams  
   Cheri reported that Brett Harris will be opening her doors as the new University Ombuds on July 1. The office location is still being determined.
n. University Senate – Sharley Kurtz, Pam Henderson, Lacey Erickson  
   Pam reported that University Senate met on May 7. They heard several updates from President Kelley, Vice President Alice Brekke and Provost Tom DiLorenzo. Melissa Gjellstad and Rebecca Weaver-Hightower will work to create the Faculty Senate Development Committee to develop a new constitution and bylaws and create a University Senate Revision Committee to revise the existing constitution and bylaws of the University Council and University Senate. Both committees will have representation from Staff Senate. University Council will be meeting on May 13 at 3:00 PM in the Memorial Union Lecture Bowl. We approved the candidates for degrees for May 2015.  

   Motion made by Amber Flynn to extend the meeting to 2:45. Second by Trish Hodny. Motion carried.
o. University Senate Executive Committee – Sharley Kurtz  
   Sharley reported that they are working on the process for the University Senate Revision Committee and the Faculty Senate Development Committee.

10. Matters Arising/Open Discussion
   a. Please remember to sign in with Cheri if you didn’t have a chance when you arrived.
   b. Sharley reviewed the expectation of Staff Senators, as outlined in the Bylaws. She reminded Staff Senators about parliamentary procedure for the meetings, and being respectful of other senators.

11. Adjournment
   Motion made by Elizabeth Becker to adjourn the meeting at 2:43 PM. Second by Don Rasmuson. Motion carried.