UNIVERSITY OF NORTH DAKOTA

UND Staff Senate Minutes
May 8, 2013
1:00 pm - 2:30 pm
River Valley Room - Union

Members Present: Sarah Abentroth, Elizabeth Becker, Kristi Bruggeman, Chad Bushy, Chadd Damm, Katie Douthit, Shannon Dravland, Jenny Duffy, Jessica Dunphy, Jennifer Ellis, Connie Gagelin, Brent Gerhardt, Brenda Halle, Jim Hanson, Pat Hanson, Pam Henderson, Diane Hillebrand, Trish Hodny, Janice Hoffarth, Nancy Krom, Sharley Kurtz, Darin Lee, John Lee, Lynn Lee, Shannon Medina, Marsha Nelson, Shelly Pecka, Kelli Puckett, Kim Ruliffson, Bob Schindele, Derek Stinchfield, Denyse Sturges, Kristi Swartz, Vicki Thompson, Eileen Tronnes Nelson, Cheri Williams, Clay Willoughby, Kasey Young, Trish Young, Will Young.


Members Absent: Kim Burris, Dan O'Donnell, Leyton Rodahl, Dennis Stangl.


Incoming: Sarah Abentroth, Shannon Dravland, Jenny Duffy, Jennifer Ellis, Kim Higgs, Kelli Puckett, Susan Kroetsch.

Ex-Officio: Pat Hanson NDSSS Ex-Officio: Janice Hoffarth

Parking Update - Peggy Lucke, Associate Vice President for Finance & Operations
Update given by Peggy regarding parking and traffic on campus. There will be no changes to permit fees for the 2013-2014 academic year, however there will be some changes in the park lots/ramp access. New permits will go on sale June 1, 2013. Parking Enforcement will be moving to UPD in Fall 2013. The UND/Grand Forks Transportation and Traffic Coordination Committee are continuing to look for ways to calm traffic on University Avenue. Expected completion of Campus Bridge is December 2013.

1. Call to Order: Meeting called to order by President Patricia Young at 1:06 pm.

2. Approval of April 10, 2013 Staff Senate minutes:

   Change in a word on treasurer’s report. Clay Willoughby made a motion, Marsha Nelson seconded to approve the minutes of the April 10, 2013 Staff Senate meeting with edit. Motion carried.

3. Treasurer Report - Katie Douthit

Katie reported that money has been distributed to those awarded Seeds for Staff Success. Money from Denim Day has been deposited.

4. Membership - Vicki Thompson/Cheri Williams

Vicki reported that all new members have been added to the attendance sheet and to the listserv.

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/ Elections - Kristi Swartz

      Kristi distributed copies of the new bylaws. Motion made from the committee to approve Josh Lindenberg as a new member to replace Evan Nelson’s term, and to approve Kim Higgs and Kelli Pucket for one year terms. Motion carried.

   b. Denim Day Committee - Cheri Williams

      UND employees donated $483 for a special Denim Day held on April 11 for the March of Dimes, and $533 for a special Denim Day held on April 25 for the National Multiple Sclerosis Society.

Approved June 12, 2013
c. **Fundraising/Scholarship – Sharley Kurtz/Shannon Medina**  
Dependent Scholarship award winners have been notified, and all 15 have accepted their scholarships. Names have been posted to the Staff Senate website. Next meeting will be May 14, 2013 at 10:00 to 11:00 AM in the Memorial Union Agassiz Room.

d. **Legislative - Darin Lee**  
Met May 7, 2013. Darin gave an update on the legislative session that just ended, including wages/salaries bill. Governor Dalrymple should be approving the budget on May 9, 2013.

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 as needed)**  
Have not met. Will be putting together a newsletter, so if any Staff Senator has any updates or news they would like included, they should send it to John by the May 17.

f. **Staff Development Program – Diane Hillebrand (this committee meets every month before Staff Senate from 12-1 in the Alumni Room in the Union)**  
Diane Hillebrand gave update from meeting on May 8. Sharley Kurtz will be chair of this committee for the upcoming year. Committee is reviewing information for annual report.

g. **Staff Recognition - Marsha Nelson**  
Hosted Spring Fling on May 4, 2013. Approximately 450 came to the lunch, and 275 passed through the Healthy Living Expo. $149.20 was raised for St. Joseph's Food Bank.

h. **U-Shine Award – Kim Keeley**  
Diane Hillebrand reported in Kim's absence. Could not announce the April U-Shine winner, since the individual has not yet been notified.

6. **Old Business**
   a. **Suggestion Box**
      None.

7. **New Business**
   a. **Presentation of certificates and photos**
      Senator of the Year award given to Sharley Kurtz. Certificates and photos distributed to all 2012-2013 Staff Senators.
   
   b. **Recognition of outgoing Senators/ passing of the gavel**
      Thank you and recognition given to all outgoing Staff Senators. Patricia Young introduced the 2013-2014 President, Diane Hillebrand. Thank you given by Diane to outgoing President, Patricia Young.
   
   c. **Election of Members at Large for the Executive Committee**
      Bob Schindele nominated by Cheri Williams, Lynn Lee nominate by Katie Douthit, Patricia Hodny nominated by Sharley Kurtz, and Jessica Dunphy dominated by Patricia Hodny. *Brenda Halle made a motion to cease nominations. Clay Willoughby seconded the motion. Motion carried.* Patricia Hodny, Lynn Lee and Bob Schindele elected.

8. **Other Committee Reports**
   a. **Ad-hoc University Ombuds Committee - Cheri Williams**
      President Kelley offered the position to Dusty Farned and he has accepted. His start date is July 1. President Kelley has asked the ad-hoc committee to stay intact for the one-year pilot program as an advisory committee.
   
   b. **Building/ Facility Access Committee - Marsha Nelson**
      Have not met.
   
   c. **Chester Fritz Auditorium Advisory Committee – Kim Keeley**
      No report given.

Approved June 12, 2013
d. **Conflict of Interest/Scientific Misconduct Committee** - Diane Hillebrand, Cheri Williams
   Met on April 17 and May 2. Next meeting is May 10. Two sub-committees will work on the Conflict of Interest and the Ethical Conduct policies & procedures over the summer.

e. **COSE (Council of State Employees)** - Kim Burris, Kim Keeley, Shannon Medina
   Have not met.

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

g. **Healthy UND Tobacco Task Group** - Kim Ruliffson
   UND Tobacco usage map being update due to new property lines. Policy is being updated to include e-cigarettes. There will not be a graduate student next year due to no funding.

h. **ND SSS (ND State Staff Senate)** - Diane Hillebrand, Kristi Swartz, Trish Young
   Kristi Swartz shared a handout with updates from all the NDUS institutions. Next meeting will be in Minot on June 18. Kristi Swartz talked about the ITSS and NDUS staff who are under-represented again, and how they may form their own Staff Senate.

i. **SBHE (State Board of Higher Ed)** - Janice Hoffarth
   Janice Hoffarth gave an update on the legislative session that just ended. The SBHE will be meeting on Thursday, May 9, 2013 beginning at 8:30 AM.

j. **Sexual Violence** - Eileen Tronnes-Nelson
   Vicky Morrissette has been hired as the Sexual Respect and Violence Prevention Coordinator.

k. **The President’s Cabinet** - Trish Young
   Diane Hillebrand attended. The President’s Cabinet met April 29th. Two consultants presented on Alcohol and Drug Prevention with students. Cabinet met again on May 6th, where a HLC and Legislative update were given. Diane added to the previous updated regarding the legislature that the UND cost to continue is 4.9% according to information given by Alice Brekke at the University Council meeting.

l. **University Bookstore Advisory Committee** - Nancy Krom
   Met and went over 2012 Annual Program Review Report.

m. **University Senate** - Trish Young, Diane Hillebrand, Sharley Kurtz
   Met on May 2 for a short meeting. President Kelley thanks the Senate Chair.

n. **Work Well Committee** - Shelly Pecka
   Have not met.

9. **Matters Arising/Open Discussion**
   None.

10. **Adjournment:** 2:21 pm.

    Next Staff Senate Meeting - June 12, 2013 in Swanson 16-18