Staff Senate Meeting Minutes
April 12, 2017
Memorial Union, River Valley Room
1:00-2:30pm

Members Present: Sarah Abentroth, Elizabeth Becker, Barry Brode, Zachary Buchhop, Christopher Choate, Tyler Clauzon, Chris Dingle, Patty Dorsher, Jessica Dunphy, Amanda Filipy, Amber Flynn, Diane Fugleberg, Jade Gourneau, Jim Hanson, Kara Helmig, Diane Hillebrand, Gregory Kelly, Jenny Le Texier, Lynn Lee, Jennifer Lunde, Jennifer Lynch-Hurst, Janelle McGarry, Laurie McHenry, Lani Moen, Tina Monette, Angie Morgan, June Novacek, Don Rasmussen, Patricia Reed, Lesli Riskey, Teri Salwey, Lori Shafer, Jayson Sharp, Pam Shea, Dennis Stangl, Laura Vatnsdal, Megan Wasylow and Andrew Wynne.

Members Absent (excused): Stacey Borboa-Peterson, Kari Holter, Lisa Moore, Renee Nilsen, Jen Proulx, and Kari Suedell

Members Absent: Rob D’Heilly, Nancy Garcia, Carrie Jackson, Andrew Johnsson, Shannon Jongeward, and Amber Onder

Resigned:

New Members:

Ex-Officio Present/Absent: Pat Hanson

Guests: Alice Brekke and Laurie Betting

President Shea called the meeting to order at 1:10 p.m.

Guest Speaker Alice Brekke provided a budget update, followed by a question and answer period.

Question: Moves, repairs, exchanges how does this work with no money? The current biennium general fund money was available with a 2 to 1 match and we were able to do because some departments still had some money for these things. Going forward money for these things (deferred maintenance & repairs) is a big question. This is part of the strategic planning priority. No one source to address it all. Right now there is a gap between the vision and the money to support the vision. Question: Where does the savings from sport’s elimination go? This reduction will address the needs in other sports. Question: What will happen to the pool? There is community interest in this. We will not pay to operate the facility in the same fashion. If it is a community benefit, then community partners need to be part of conversation – there is both deferred maintenance and operations cost. Question: Will the buyouts and riffed positions be filled? There are as many answers to these questions as there are departments. There is a restructuring process in play as to how we do what we do and can we do it more efficiently. Question: No raises for two years? There is no guidance from the state yet on this. In general fund appropriation there is no money targeted for raises; raises are not automatic. Raises will have to come from general revenue. Question: What if workload is less? There is no policy for such. We are not in a business as usual environment – this is unprecedented. We were working with an initial consultant and as we brought the leads together from the various student funds areas we decided this consultant was not the right fit. We found a new one we are excited about. A tuition increase will likely be whatever the legislature allows. We do a good job ramping up new things but we are not good at quitting. Question: How can Staff Senate help? There is no way to tap dance around the fact that this is hard. It impacts real people who have lives and families. We all need to support our colleagues as people. Recognize the human dimension at a fundamental human level.

Guest Speaker Laurie Betting: On April 19 from 3-4 in Education 7 Grant McGimpsey will discuss one pillar of the Strategic Plan; on April 26 the other two pillars will be presented. May 5 the campus plan will be rolled out by President Kennedy. It will look and feel like an academic plan. Please participate. There will be new committees formed. Big
changes are coming; getting rid of some things that no one needs to continue doing. Voluntary separation process is still in process. Will have an impact on decisions.

Announcements: The 3 pillars are: Discovery, Learning and Engagement.

Amanda Filipy moved and Jennifer Lunde seconded to approve the Staff Senate Meeting Minutes of March 8, 2017 as distributed. Motion carried.

Staff Senate Committee Reports – (committee reports were sent prior to meeting with the agenda)
Diane Hillebrand said she has finalized contacting those who were elected and will be finalizing the list of write in candidates. It is a long process.

Tyler Clauson announced the annual Spring Fling will be held April 27 from 11:30-1:00. The senate has received donated burgers this year. The Night Staff breakfast will be held in the Terrace Dining Center. A form will be emailed out to sign up to help with this.

Amber Flynn announced April 26 is Administrative Professionals day.

University Committee Reports – (committee reports were sent prior to meeting with the agenda)
Sarah Abentroth provided a budget committee update.

Suggestion Box – no new items

Stop and stretch

Tyler Clauson was nominated for Vice President/President Elect; he gave a short speech, highlighting his enjoyment of participating in Staff Senate. Don Rasmusson moved and Jenny Le Texier seconded to cast a unanimous ballot. Motion carried. Tyler thanked Pat Hanson for her help and support.

President Shea read the duties of the officers prior to the nomination for each office.

Treasurer (1 to 2 hours per week):
1. Primarily responsible for the Staff Senate’s fiscal affairs.
2. Prepares a monthly financial statement and reports to the Staff Senate at each of the regular meetings.
3. Assists the President in preparing annual budget.
4. Disburses monies from Staff Senate funds.
5. Monitors funds in CD’s and money market (working with Cash/Investments Officer in Accounting Services.)

Chris Dingle moved and Jason Sharpe seconded to cast a unanimous ballot for Sarah Abentroth for Treasurer. Motion carried.

Membership Officer (2 to 3 hours per month):
1. Schedules meeting locations for the Staff Senate and Executive Committee for the following year; notifies the Staff Senate President and the Secretary.
2. Maintains a roll of current members, e-mail addresses, and their attendance at meetings and reports monthly to the Executive Committee on attendance status of Senators.
3. Maintains all permanent records of Senators and terms served.
4. Maintains and distributes Staff Senate Manuals.
5. Maintains the Staff Senate list serve.
6. Orders nametags for new Senators.
Amanda Filipy nominated Megan Wasylow. Sarah Abentroth nominated Jennifer Lunde. Don Rasmusson moved and Lesli Riskey seconded to close nominations. Motion carried. Ballots were distributed, collected and tabulated by Diane Hillebrand and Amber Flynn. Megan Wasylow was elected.

Historian:
1. Acts as the Webmaster and maintains the website.
2. Maintains the historical and past information of the Staff Senate: minutes, memos, letters, resolutions, correspondence, etc.
3. Prepares and collects documents for Special Collections at the University library.
4. Moves previous years history documents to Special Collections by the end of the fiscal year.

Diane Fugleberg nominated Elizabeth Becker, who declined after another was nominated. Lesli Riskey nominated Zack Buchhop. Jason nominated Diane Fugleberg who declined. Chris Dingle moved and Jade Gourneau seconded to cease nominations and cast a unanimous ballot for Zack Buchhop. Motion carried.

Secretary (1 to 2 hours per week including meetings):
1. Takes and maintains the minutes of each meeting of the Staff Senate and the Executive Committee.
2. Publishes and distributes the minutes from the previous Staff Senate Meeting and the agenda for the upcoming Staff Senate Meeting to all Staff Senators one week prior to the next meeting via the Staff Senate List-Serve. The Secretary also coordinates with the Historian.
3. Solicits agenda items for the Executive Committee meeting and prepares and distributes the agenda.
4. Maintains the historical and past information of the Staff Senate: minutes, memos, letters, resolutions, correspondence, etc.

Jennifer Lynch Hurst nominated Amanda Filipy. Lesli Riskey moved and Tina Monette seconded to close nominations and cast a unanimous ballot. Motion carried.

Certificates were presented to outgoing senators and officers. (get list from Pam)

The Senator of the Year Award was presented to Diane Hillebrand.

Business Items - none

Matters Arising/Open Discussion  Chris Choate spoke. He is looking to gauge interest in an intramural league for staff. Good for networking, staff morale, recruitment and retention. Email him if you have an interest – not just for staff senate. Amber suggested having a discussion at the next executive meeting on how to go about rolling this out.

Pat Hanson said the Years of Service Luncheon is May 9 and tickets can be purchased online for $7. Walking across the stage will only be for years 20 and up to help shorten the event. Bubba Schweigert will be a speaker.

President Shea adjourned the meeting at 2:21 p.m.

Next Staff Senate Meeting
May 10, 2017
1:00-2:30pm
Memorial Union River Valley Room