Staff Senate Agenda & Committee Reports
February 10, 2015
Skalicky Room 211
1:00-3:00pm

1. Call to Order
2. Announcements:
   a. Guest Speakers
      i. Interim President Ed Schafer
   b. Question Period
3. Approval of Staff Senate minutes for January 13, 2015 Staff Senate meeting
4. Officer Reports
   a. Treasurer Report – Sarah Abentroth
   b. Membership – Cheri Williams
   c. Historian Report – Elizabeth Becker
5. Staff Senate Committee Reports – as needed (please read committee reports prior to meeting sent with agenda)
   a. Questions
6. University Committee Reports - as needed (please read committee reports prior to meeting sent with agenda)
   a. Questions
7. Suggestion Box
8. Business Items
   a. Executive Committee Updates
   b. Attendance
   c. Pictures
   d. Upcoming Elections
9. Matters Arising/Open Discussion
10. Adjournment

Next Staff Senate Meeting
March 9, 2016
1:00-2:30pm
Memorial Union River Valley Room

Reminder - We will be taking annual Staff Senate pictures during this meeting.
Staff Senate Committee Reports
February 10, 2016 Meeting

Staff Senate Committee Reports

a. **Bylaws and Elections**, Diane Hillebrand –
   
   **Committee Discussion:**
   
   1. Committee voted to fill an open Senator position starting in May 2016 in the 1000/3000 band with a person that is currently in the one-year temp spot, Kathie Howes. Under the same motion the committee voted to fill an open Senator position starting in May 2016 in the 4000 band with a person on the interested waiting list, Patricia Reed. Hodny 1st, McHenry 2nd. Motion carried. Hillebrand will contact Howes and Reed. Committee also voted if Howes and Reed were not interested to continue on the current one-year temp spots to fill 1000/3000 band and then continue down the interested waiting list to fill open spot. McHenry 1st, Jongeward 2nd. Motion carried. Committee will bring to the full senate for a vote at the February meeting.
   
   2. Committee discussed Bylaws need some changes for clarification. Sub-committee formed; Hodny, Hillebrand, McHenry, Henderson. Sub-committee will draft changes and bring to the Bylaws committee by the end of February to bring to the full Senate for the first reading in March. Items to be revised include the following:
      
      a. Sturgis to Robert’s Rules since no hard copy changes will be printed and most use Robert’s Rules.
      
      b. Election completed by April 15th so if needed can start election in March.
      
      c. V. B. – Committee Chairs no longer give a verbal report at the full Senate meeting.
      
      d. Review and make clear process to fill interim vacancies. So many variables, need to make clear and easy process.
      
      e. Review terms for VP/President/Past President.
      
      f. Review process for a vacant VP/President/Past President.

   3. Review of last year’s election timeline was discussed. We are on track.

b. **Denim Day**, Cheri Williams – No report.


d. **Legislative**, Stacey Borboa-Peterson – No report submitted.

e. **Public Relations**, Beth Moe – Last met December 3, 2015. Did not meet in January
   
   • PR Campaign Strategy: Mark Danes will draft an outline and give to the committee on a PR campaign strategy. Ideas that were noted include: taglines, posters, staff spotlights on the website that are more job related.
   
   • Website Updating: The committee went through the website together and noted any changes/updates that need to be made. Elizabeth will make necessary updates.

f. **Staff Development**, Pam Henderson –
   
   • Barry Brode will be stepping into the role of Staff Development Chair for the remainder of this term.
   
   • The staff development committee will be meeting on Tuesday, February 9 at 11:00 AM at the TV Center Conference Room, Skalicky 116
   
   • Will be finalizing activities for the spring semester, including hopefully a tour or two!
   
   • Our big Staff Senate Event, “Re-Ignite Your UND Spirit” is this Friday, February 5th from 10:00 to 11:30 AM at the Chester Fritz Auditorium. Registration is online through L&D.
   
   • Upcoming workshops through the Village and Human Resources include (register through L&D):
      
      a. Maintaining Personal & Professional Boundaries on February 9 from 2:00 to 3:00 PM
b. Understanding Your Personal Communication Style on February 17 from 10:00 AM to 12:00 PM

  c. Conflict Resolution & Coping on March 22 from 9:00 to 11:00 AM

  g. **Staff Recognition**, Amber Flynn – Spring Fling will be held on April 28 in the Memorial Union Ballroom from 11:30am-1pm. The night staff breakfast will be held the same day at 6am in Terrace Dining Hall in the Memorial Union.

  **Ad Hoc Committees**

  - Denim & Diamonds, Trish Hodny – No report submitted.
  - Parades, Jim Hanson – No report.
  - U-Shine Award, Tyler Clauson – January's U-Shine recipient was Risa Zimmer from One Stop Student Services. February’s U-Shine winner has been selected but the award has not yet been presented so stay tuned...

**Other University Committee Representation Reports**

  a. **Budget, Restructuring, & Reallocation Committee**, Barry Brode & Sarah Abentroth – The committee will be meeting with the Provost on 2/2/16 to discuss the role of the committee in the budget gap discussion and decisions.


  c. **Committee on Sexual Violence Prevention**, Alyssa Walker – No report, have not met.

  d. **Conflict of Interest/Scientific Misconduct Committee**, Trish Hodny – No report submitted.

  e. **Council of State Employees (COSE)**, Trish Hodny – No report.

  f. **Global Engagement Steering Committee**, Pam Henderson – No report, have not met.

  g. **Health UND Coalition**, Jess Dunphy – No report.


  i. **The President’s Cabinet**, Pam Henderson – No report, have not met.

  j. **University Bookstore Advisory Committee**, Brandon Wallace – No report.

  k. **University Ombuds Advisory Committee**, Cheri Williams – The Ombuds Advisory committee is no longer a formal committee under the Provost and, therefore, no longer a University committee in which a Staff Senator is a part of. However, an informal advisory group, comprised of the current members, will remain intact for the Ombuds if he chooses to consult with them.

  l. **University Senate**, Pam Henderson - Met January 14, 2016

  i. Welcomed President Schafer

  ii. There are several upcoming Thursday Fora scheduled for January and February

  a. January 21 – AVP Sandra Mitchell on diversity and inclusion initiatives

  b. January 28 – The Academic Deans Council, update on priorities

  c. February 11 – Discussion on collaborative governance

  d. February 18 – Dean of Libraries and Information Resources, Stephanie Walker

  e. February 25 – VPRED Grant McGimpsey, discussion on research initiatives

  f. Provost DiLorenzo announced dates for his University Priorities Updates – February 24 (Education rm 7), March 22 (Memorial Union Lecture Bowl) and April 25 (Memorial Union Lecture Bowl)

  g. Provost DiLorenzo will soon be sponsoring book group(s) on collaborative governance this semester

  h. Heard updates on hiring process and timelines for President, Graduate Dean, Honors Director and Registrar.

  i. It was voted 51% to 49% that University Senate will wait to work further on the Faculty Senate/University Senate documents until a new President is hired and we know if he/she is supportive of a faculty senate.

Last updated February 3, 2016
g. Resolution passed on diversity and inclusion  
h. Next meeting is February 3, 2016 at 4:05 PM  
m. **University Senate Legislative Affairs Committee**, Pam Henderson – No report.