

Dickinson State University  
Staff Senate Minutes

June 18, 2009, 1:30 p.m. – Klinefelter Conference Room 107

*Members Present:* Michelle Baxter, Laurie Beach, Sandra Bertelsen, Bonnie Bohlman, Tara Buck Elk, Victoria Carlson, Deana Carstens, Christie Chernich, Jay Danbom, Alicia Erickson, Jane Fischer, Kevin Holten, Heidi Larson, Chris Meek, Kathy Meyer, Gayle Mork, Yvonne Roth, Kelly Steffes, Stacy Wilkinson, Daniel Walters, Anthony Willer

*Members Absent:* Nathaniel Bishop, Johnna Douthit, Aaron Johansen, Roberta Kudrna, Karen Madler, Josh Nichols, Jacob Siegler, Lori Wagner, Kyle Thiel

*Call to order:* Meeting was called to order at 1:38 p.m. by President Kelly Steffes

*Adoption of Agenda:* Stacy Wilkinson made a motion to accept agenda. Deana Carstens seconded.

*Approval of Minutes:* Anthony Willer made a motion to accept the minutes. Bonnie Bohlman seconded.

*Introductions of New Senators:* All the senators introduced themselves telling which department they worked in and whether they were incoming, returning or outgoing Senators.

#### TREASURER'S REPORT

Heidi Larson reported on the current funding status.

#### COMMITTEE REPORTS

*Continuing Education Committee:* Christie Chernich reported. She is still waiting to hear from Joanne on the First Aid/CPR training that was planned for this summer. Joanne is looking for instructors. Christie also asked that the Senate provide her with suggestions for future continuing education topics.

*Emergency Management Preparedness Committee:* Deana Carstens reported. There will be another NotiFind test this summer and fall.

*Budget Committee:* Kathy Meyer reported. There is currently enough money at the Foundation for next year's scholarship. Kathy has had a charitable organization inquire for Jean's day money. She will get more information and bring back to Senate next month. Jean's Day is going well.

*President's Future Focused Planning Committee:* Kelly Steffes reported. The committee has not met since April. Restructuring of the committee will be taking place; the committee meetings are on hold for now.

*Staff Thoughts & Concerns Committee:* Nothing new to report.

**Old Business:**

1. *Campus Senate Report:* Kelly Steffes reported. The luncheons will begin again in fall after school starts.
2. *Strategic Enrollment Planning Report:* Kelly Steffes reported. The committee is scheduled to meet next week. Noel-Levitz will be on campus the end of July.

**New Business:**

1. *NDUS Staff Senate:* Christie Chernich reported. The NDUS Staff Senate met on June 17. The Constitution and Bylaws will be coming back to all NDUS Senates to approve. The Senate is looking for a new secretary and plans to develop a website. The Senate also had an opportunity to visit with the Chancellor.
2. *Other:* Kelly Steffes distributed the Staff Senate brochure she designed as her Senior Project.

**ANNOUNCEMENTS**

1. The next meeting will be held on Thursday, July 16, 2009 at 1:30 p.m. in Klinefelter Conference Room 107.
2. Congratulations to Michelle Baxter, June Moments of Excellence winner.

**AJOURNMENT**

Kelly Steffes adjourned the meeting at 2:14 p.m. (Bonnie Bohlman, motion; seconded by Kathy Meyer)

Respectfully Submitted,



Heidi Larson  
Staff Senate Secretary/Treasurer