

Dickinson State University
Staff Senate Minutes

October 16, 2008, 1:30 p.m. – Klinefelter Conference Room 107

Members Present:, Deana Carstens, Christie Chernich, Roberta Kudrna, Heidi Larson, Kathleen Meyer, Joshua Nichols, Kelly Steffes, Stacy Wilkinson, Anthony Willer, Corina Zalesky
Members Absent: Bonnie Bohlman, Jay Danbom, Jane Fischer, Aaron Johansen, Chris Meek, Jacob Siegler, Lori Wagner
Guests: President McCallum

Call to Order: Meeting was called to order at 1:32 p.m. by President Kelly Steffes

Adoption of Agenda: Stacy Wilkinson made a motion to accept the agenda. Roberta Kudrna seconded.

Approval of Minutes: Anthony Willer made a motion to accept the minutes. Kathleen Meyer seconded.

COMMITTEE REPORTS

Standing Committees:

Continuing Education Committee: Christie Chernich reported. Joanne Fields will contact Christie when the CPR training is scheduled. It was suggested that a self-defense class be offered again. Another suggestion was made for a session on “differences in the work place” be offered. The committee noted the suggestions and reported the topic, “differences in the work place” is already on the list to be scheduled.

Hiring Process of Staff Committee: No report.

Emergency Management Preparedness Committee: Deana Carstens reported that staff and faculty were asked to register for Notifind. A test with cabinet is being scheduled with a representative from Valley City State to be on campus to help Hal Haynes. All staff is required to enroll.

Budget Committee: Heidi Larson reported. Kathy Meyer and Stacy Wilkinson have joined the committee. The committee researched BSC’s policy for “Jean Day” and drafted a proposal. There was discussion about the proposal. The committee will use the input to revise the proposal. The committee is looking at options for a continued monthly staff social.

President’s Future Focused Planning Committee: Kelly Steffes reported this committee met September 3. They reviewed and discussed a vision statement for DSU with words/phrases such as “world class”, “number one in the world”, and “the best” be implemented. The committee made a list of “critical issues” and highlighted the top 7 as a base for their vision. The website is linked on the DSU homepage. One can add comments and make their voice heard using the link. Next meeting is October 29, 9:00am-4:00pm.

University Hearing Board Committee: Christie Chernich reported. The board met October 15 and received procedure guidelines. The board is made up of 10 members, 4 Students, 4 Faculty and 2 Staff members. They will be meeting again Oct. 20 and Oct. 27

Old Business:

1. *Staff Retiree Status:* Corina Zalesky reported. The final pamphlet explaining the benefits of a staff retiree was circulated. Roberta Kudrna made a motion to remove the Staff Retiree Status from the agenda. Christie Chernich seconded.

New Business:

1. *Campus Senates September Luncheon Report:* Kelly Steffes reported. Campus senates met with President McCallum on Monday, September 29. Student Senate is actively pursuing a Student Center open 24 hours a day – in an effort to get this passed they asked it to stay open until midnight on a trial basis to log the number of students using the facility during the extended hours. They are doing a book swap and shuttle busses to Bismarck again this year. Their first open forum is Oct. 16. They plan to start a newsletter and promote “positive pride” through t-shirt sales. Faculty Senate is working on suggestions for the Faculty/Staff Recognition Award given out by the Foundation. There was discussion on the President’s Future Focused Plan meeting based on the report given by their representatives. And they are working on their mission statement – trying to figure out what their role is and where they want to go as a senate.
2. *Staff Recognition Award Review:* Deana Carstens reported. A committee is formulating a recommendation regarding how to improve the nomination and application process for the Staff Awards program. The Foundation Board has requested suggestions prior to December. The recommendation will be discussed at the November 20th meeting.
3. *Staff Senate Project Ideas:* Kelly Steffes expressed that she would like to see Staff Senate partner together with faculty and student senates. Several years ago additional lights on campus were added through such effort. To partner on something like campus security, parking, smoke-free campus, etc. was suggested. Roberta Kudrna suggested focusing on maximum support from staff in “The Big Event”. Our support would benefit the students in helping them get national attention for their efforts. President Kelly Steffes encouraged members to bring ideas to the next meeting for further discussion.
4. *Other:* Kelly Steffes thanked all members for working hard and bringing reports. Special thanks to the new members who are participating in their committees. Dr. McCallum reported about 42% of campus faculty and staff has registered for Notifind. Staff is required to participate. He gave an information sheet to members regarding the State Board measures 1 & 2 that will be voted on Nov. 5. President McCallum encouraged participation Nov. 17 in the first of a series of guest speakers promoting “Responsible Citizenship”.
5. *Adjournment:* Kelly Steffes adjourned the meeting at 2:36 p.m. Motion; Anthony Willer, seconded; Josh Nichols

ANNOUNCEMENTS

1. The next meeting will be held on Thursday, November 20, 2008 at 1:30 p.m. in Klinefelter Conference Room 107.
2. Congratulations to Moments of Excellence winners: Melissa Pavlicek(October) and Yvonne Roth(November).

Respectfully Submitted,



Corina Zalesky ~ Staff Senate Secretary/Treasurer

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