Staff Senate Meeting  
5/21/13  
2:00-3:30 pm

Present: Norm Betland, Christina Burns, Katherine Dorfschmidt, Linda Greenstein, Mike Hardy, Elwood Hines, Laura Kalvoda, Michelle Kraft, Brenda Nottestad, Leigh Nygaard, Kristyn Olzwaski, Kate Olson, Kathie Overson, Amber Penrose (for Leigh Nygaard), Lee Red Horse, Deb Sandness (for Tanya Fuher), Aimee Schmit, Marlene Seaworth, Kristi Tetzloff, Taunia Welch, Eva Wentz, Roxanne Van Zomeren, Dar Wixcey, Alison Zarr

Absent: Dave Clark (excused), Mike Gayette (excused), Deb Kraft (excused), Emily McKay (excused), Carla Sivesind (excused)

I. Call to Order – Meeting was called to order by Norm Betland at 2:00 pm.

II. Welcome to New Members –
   o Election of Officers (6-19-2013) – Suspended until June.

III. Standing Committee Reports
   ▪ Salary, Benefits and Compensation (Mike, Tanya, Kathie, Kristi) – No report.
   ▪ Staff Rights and Campus Life (Laura, Brenda, Kristyn, Eva) – Brenda N. reported that the committee met recently and have project recommendations for the incoming senators. She said they would like the incoming Staff Senators to explore the possibility of adding a personal floating holiday for BSC staff. She said they have looked at the holiday practices of several other states’ colleges and universities and North Dakota’s college/university system is among those that offer the fewest number of holidays to staff. The committee understands that this would probably have to be proposed as a state benefit rather than just a BSC benefit since ND’s institutions follow the same schedule as other state workers. They also thought it might be a project to consider for the State Staff Senate to propose on a statewide basis.
   ▪ Orientation and Campus Relations (Kylee, Marnie, Leigh, Emily, Carla) –
     o Marnie reported that they have met and have come to the conclusion that there needs to be more cohesion campus wide on a clear definition of what qualifies as professional development.
     o She said that they have developed a document on how the professional development can be addressed to meet AQIP requirements. Scott said that he still needs to submit it as an AQIP project. When it becomes an official AQIP project, he said that it will help to establish resources and planning tools for people to receive professional development.
   ▪ Professional Development (Roxanne, Taunia, Alison, Michelle, Dar) – Roxanne said that they met on May 20 to discuss Staff Day wrap-up survey results. Overall, she said that feedback was positive and they have suggestions moving forward.
     o They plan to hold the event during spring break again in 2014.
     o She said that the committee plans to look having breakout sessions that correspond with BSC’s strategic plan and also empowerment.
• **Constitution & Bylaws** (Deb, Lee, Linda, Norm) – Norm said that the decision was made earlier in the year to move Staff Senate elections, but that it wasn’t officially changed in the bylaws. Michelle recommended suspending the standard voting rules and the required cooling off period so that the new senator changes can be implemented immediately. Dar motioned to approve the bylaw changes, motion seconded by Michelle. Motion passed.

• **Election Committee** (Ad Hoc - Alison) – Elections have been completed.

• **Senate Ethics** (Ad Hoc) – No report.

### IV. Other Committee Reports

- **NDUS State Staff Senate** (Carla) – Norm reported that, since new officer elections were suspended, anyone interested in attending the State Staff Senate face to face on June 18 should email Carla or himself. He said that they have funding for three or four people to attend. Also, anyone interested in service as an officer should also let them know via email.

- **Operations Council** (Carla) – Norm reported that the Strategic Planning date has been set for July 18. Also, street construction should be completed by the start of the school year.

- **Emergency Operations** (Roxanne) – No report.

- **BSC Aquatic & Wellness Center** (Kylee) – No report.

- **Holiday Party & Employee Recognition Dinner** (Scott, Dar) – Scott said that use of the Bavendick Stateroom has been approved, with additional funding available to outsource labor. It has not been confirmed as the final location, and the event date has also not been confirmed. He said that they need to work out additional details to make sure that, if it is at BSC, no employees are working the event.

### V. Old Business

- **Building Construction Updates** (Roxanne) –
  - Roxanne reported that Student Union construction has begun.
  - The Meadowlark building basement should be ready for occupation by the end of July.

- **AQIP/Professional Development** (Scott) – No report.

- **Other Old Business**
  - **Team Charter** – A copy of the draft was sent to committee members with the meeting notice for review. Norm said that any changes to the Staff Senate Team Charter should be sent to himself or Carla.
  - **Core Portal** – Marnie reminded everyone to check out the Core Portal as more information has been posted.

### VI. New Business

- **New Projects/Ideas** – No report.

- **Other New Business** – No report.

- **District Concerns** – No report.

### VII. District Updates – No report.
VIII. Upon motion made by Michelle and seconded by Roxanne, the meeting adjourned.