STAFF SENATE MINUTES
July 20, 2010

Senators present: Josh Jeffers, Chris Abbot, Greg Sturm, Aimee Schmit, Kari Bitz, Dusty Anderson, Amanda Miller, Chris Beckler, Karen Erickson, Jenny Gisinger, Darcy Makeeff, Dave Ell, Dave Clark, Roxanne Van Zomeren, Kayla Seifert, Kene Miller, Donna Fishbeck, Kevin Holmstrom, Jean Berger, Brenda Nottestad (alternate), Becky Fischer, Anselm Ternes, and Zak Allen

Others present: Kayla Kunkel

President Jeffers called the meeting to order at 3 pm.

Approval of Minutes – June 21, 2010
Senator Fishbeck moved to approve the June 21, 2010, minutes. Senator Kene Miller seconded. Motion carried.

Introductions
President Jeffers asked everyone to introduce themselves.

Election for Vice President and Secretary/Treasurer Positions
President Jeffers asked if any senators would like to nominate anyone for vice president for 2010-11. Senator Amanda Miller nominated Senator Scott Helphrey. The senate members approved Senator Helphrey for vice president.

President Jeffers asked for a nomination for secretary/treasurer, with no nomination he asked if anyone was interested in becoming secretary/treasurer for 2010-11. Senator Makeeff volunteered. The senate members approved Makeeff for secretary/treasurer.

Operations Council – Donna Fishbeck
Senator Fishbeck reported on the OC, stating there should be a recommendation for another senator to serve as OC representative. She reported that a new policy has been approved through the OC and is now at the EC to have an Imaging Now policy which would be in content with auditing purposes. She said that two more policies are in the works. One being an off campus travel policy for student groups and a state fleet policy that would have the procedures for if BSC students were to drive a state fleet vehicle.

President Jeffers asked if anyone would be interested in being the OC representative. Senator Kene Miller volunteered.

Executive Council Report – Dave Clark
Dave Clark reported.

- If the budget request is submitted by the law enforcement to move their facility to a new location BSC would take a look at proposals for using the building. It was impressed
upon the governor’s committee that BSC would have a need for the building. The immediate need would be for housing, there are 40 beds in the building along with a kitchen, gym and some classrooms.

- What used to be the Office Annex is on track for completion in August.
- The Technical Center is in full renovation with a state of the art welding facility which will have 36 stations, 18 for the college and 18 for the Bismarck high schools.
- Parking lot improvements are being made at the Meadowlark Building.
- During the next legislative session, our facility plant is the number 3 priority for funding.
- The Higher Education Center project is the number 10 priority. If funded, it would be located between the Meadowlark and Aquatic and Wellness Center buildings.
- BSC’s annual budget was approved and is in the final stages of being sent off to the legislature.
- The annual strategic planning retreat took place July 13th. Those who attended the retreat are the members of the OC and EC along with administrative supervisors. There were 10 objectives that came out of the day. Each objective has an EC member to direct it. Once the final strategies are identified, they will be presented to the rest of campus.

**Move-In Day – Kayla Kunkel**

Kunkel asked if any senators would be interested in being in the Move-In Day committee. The senators in the committee would work with housing to hand out waters, take pictures, and welcome the new and returning students to our campus. President Jeffers sent around a sign-up sheet for those who were interested.

**Committee Ideas for the year**

President Jeffers stated that the two standing committees are Move-In Day committee and Staff Development Day Committee. In addition to the sign-up sheet for Move-In Day he also passed around a sheet for Staff Development Day for those who were interested.

President Jeffers named off a few committee ideas. Those were:

- State Employee Recognition Week through COSE
- Fall Kick-off
- Presentations

Senator Fishbeck stated it would be a good idea to go to the rest of staff and get their in-put on what type of presentations they would like to see come to campus. President Jeffers stated that he will update the constituency list which has one senator to six staff members. Once this is updated he will share the list with the senators.

The meeting adjourned at 3:50 pm.

Submitted by:
Darcy Makeeff