

**MEETING: Staff Senate MINUTES**

**DATE: 04/18/2019**

**TIME: 9:30 a.m. CST**

**LOCATION: McMaster**

**Senators:** Charlene DuBois, Denise Schroeter, Lisa Anderson (Ex-officio), Hattie Albertson (President), Mike O’Toole, Beth MacDonald (Secretary)

**Additional Staff Present:** Ashley Pedie

TOPIC	DISCUSSIONS	DECISIONS
<ul style="list-style-type: none"> <li>• <b>Called to Order</b></li> </ul>		Called to order at: 9:31 am
<ul style="list-style-type: none"> <li>• <b>Approve Minutes</b></li> </ul>	<b>Minutes from 03/22/2019</b>	Lisa makes a motion to approve, Heidi seconds, motion carries.
<ul style="list-style-type: none"> <li>• <b>Dean’s Updates</b></li> </ul>	<b>Update from Dr. Migler</b>	-More updates will come later today at the Campus Forum. -NDUS employee raises are approved at 2-2.5%. -Operating budget remains the same.
<ul style="list-style-type: none"> <li>• <b>Old Business</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Vendor Show Recap</b></li> <li>• <b>Review Revisions to By-Laws &amp; Functioning Areas</b></li> <li>• <b>Track Current Terms of Functioning Areas Representation</b></li> </ul>	-Had a great turn out, 36 vendors, brought in \$1,197. Lisa will do again next year. Bookstore did well being open. -By-laws sub-committee needs to get together. -Start of terms were tracked but expirations will be determined after by-laws are set
<ul style="list-style-type: none"> <li>• <b>New Business</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Replace senator for the Dean’s Office</b></li> <li>• <b>Review and Potentially Move to Approve the Following: DCB Drug Free Policy, Assessment Handbook Working Document; Co-curricular Experience Outcomes</b></li> </ul>	-Hattie will send an email to find a new senator and hold election if needed. -Drug-free: updates need to be made in areas that are not correct on pgs. 3-5. Hattie will make recommended updates and bring back to the committee.



	<ul style="list-style-type: none"> <li>• <b>Discuss Nominations and Elections of Officers – May 2019 Meeting</b></li> </ul>	-Assessment Handbook: Mike makes a motion to approve as a working-document, Lisa seconds, motion carries. -Co-curricular Experience: Lisa makes a motion to approve, Heidi seconds, motion carries. -Start thinking about who we want to elect.
<ul style="list-style-type: none"> <li>• <b>Other</b></li> </ul>		
<ul style="list-style-type: none"> <li>• <b>Next Meeting dates:</b></li> </ul>	<b>May 17, 2019</b>	9:30 am in McMaster
<ul style="list-style-type: none"> <li>• <b>Adjournment</b></li> </ul>		Adjourned at: 10:25 am. Motion to adjourn by Lisa, second by Beth, motion carries.

Submitted by: Beth MacDonald