



Staff Senate Regular Meeting Minutes - FINAL
Tuesday, January 24, 2022. 11:00 AM
WSC Alumni Room

Voting Attendees:

Jenae Hunter - President
Montana Ackman – Recorder
Brandon Delvo – Staff Senate Advisor
Carol Campbell – Finance Office
Jared Ward - Athletics
Jeremy Rosaly-Snyder - IT
Keith Rath – Adult Learning
LeeAnn Clark – Student Services

Alex Herman– Athletics (Excused Absence)

Non-Voting Attendees:

Lynne Raymond - Faculty Senate Member
Alex Sims - Student Senate Member
Dr. Bernell Hirning – WSC College President
(Visited Staff Senate but departed before the
Call to Order)

Meeting Note: *Prior to the Call to Order, Dr. Hirning met with Staff Senate to address the concerns surrounding the VP of Academic Affairs, Ms. Wray, being placed on administrative leave on January 20, 2023, and the process and policies surrounding that situation. He informed Staff Senate that he had not made the decision lightly and that Ms. Wray had been given a letter explaining why the decision had been made and that she had five calendar days to respond to the letter and that after that, there would be five calendar days allotted for her response (if she were to submit one) to be evaluated by an outside source and the outside source would then decide whether Ms. Wray should be reinstated or if the decision outlined in the letter should stand. Dr. Hirning emphasized that the outside source's decision would stand, and Ms. Wray would either be reinstated, and he would work with her (if that was what she wanted) or the job would be posted. He also indicated that he had reached out to other institutions to see if it would be wise to delay the Higher Learning Commission's visit to WSC as that was something that Ms. Wray was heavily involved in, and we want to have the Higher Learning Commission's visit to be successful.*

Senators expressed some concerns about how the situation was handled as the five calendar days for her to give response started on a Friday and what would be done to support departments who relied on Ms. Wray for connection to the campus as a whole. Senators also wanted to know if any effort would be made to find out who had leaked information to the news about Ms. Wray being placed on academic leave; Dr. Hirning indicated that no effort would be made at this time. Senators also wanted to know if there were any expectations should Ms. Wray request that an employee of WSC write a letter in support of her; Dr. Hirning indicated that staff should use their good judgement should that situation arise and that no action one way or another would be taken by administration regardless of an employee's decision on that matter.

Dr. Hirning left the Staff Senate Meeting before the call to order and Staff Senate President Jenae Hunter indicated that she would send out an email to all staff letting them know that Dr. Hirning visited Staff Senate and what was discussed during that visit.

Facilitator: Jenae Hunter, President

- 1. Call to Order** – Meeting called to order at 11:38 AM by President Hunter.

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2. **Additions or Deletions to the Agenda / Approval of the Agenda** – President Hunter asked that we add Brenna Lordemann - Professional Development and Discussion of Nomination for Academica Affairs to the agenda under New Business.
 - a. *Senator Rath made a motion to approve the agenda with the addition of Brenna Lordemann - Professional Development and Discussion of Nomination for Academic Affairs under New Business, Senator Ward seconded, discussion (none), all in favor, motion carries, agenda approved.*
3. **Approval of Minutes** –
 - a. **November 17, 2022 Regular Meeting Minutes** - President Hunter asked if there were any changes that needed to be added to the November 17, 2022 Regular Meeting Minutes. Alex Sims indicated that her name was spelled incorrectly on the minutes.
 - i. *Senator Rath made a motion to approve November 17, 2022 Regular Meeting Minutes with the amendment to the Alex Sims' name, Senator Campbell seconded, discussion (none), all in favor, motion carries, minutes approved.*
4. **Old Business**
 - a. **Teton Buzz**
 - i. **Adding the Teton Buzz to the Teton Tribune (Brandon)** – President Hunter informed Staff Senate that she would send out the first call for Employee Shout Outs to all WSC employees on February 13, 2023 and the first installment of the Teton Buzz in the Teton Tribune would tentatively be presented to Staff Senate on February 16, 2023 for approval and would tentatively be sent out as a subsection of the Teton Tribune on February 20, 2023.
 - b. **Staff Senate Window Clings**
 - i. **Design Approval (Action Item)** – This item was tabled until the next meeting of Staff Senate to allow Senator Rosaly-Snyder time to finalize a design.
5. **New Business**
 - a. **Electing a New Vice President for Staff Senate** – President Hunter informed Staff Senate that former Staff Senate Vice President Kadrmas had decided to prioritize other things and had stepped down from Staff Senate. President Hunter then nominated

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Senator Clark for Staff Senate Vice President and Senator Ackman nominated Senator Rath for Staff Senate Vice President. President Hunter informed Staff Senate that she would send out an anonymous Qualtrics survey that Senators could use to vote for who they would like to be the new Vice President of Staff Senate. Senator Rath requested that he be sent a description of the duties of the Staff Senate Vice President. President Hunter let Senator Rath know that she would email him the description of duties.

- b. Professional Development Request – Mason Przybilla** – President Hunter shared Mason Przybilla’s professional development request for \$750 to pay for the cost of traveling to and attending the 2023 ABCA Coaches’ Convention on the large screen so that Senators could read the development request. After reviewing the request,
- i. Senator Rath made a motion to approve Mason Przybilla’s Staff Professional Development Application, Senator Clark seconded, discussion (none), all in favor, motion carries, Mason Przybilla’s Staff Professional Development Application was approved.*
- c. Professional Development Request – Jenae Hunter** – President Hunter shared her professional development request for \$750 to go towards the cost of books and tuition while she pursues her Bachelor of Applied Science in Business at Dickinson State University on the large screen so that Senators could read the development request. After reviewing the request,
- i. Senator Clark made a motion to approve Jenae Hunter’s Staff Professional Development Application, Senator Ackman seconded, discussion (none), all in favor, motion carries, Jenae Hunter’s Staff Professional Development Application was approved.*
- d. Professional Development Request – Brenna Lordemann** -President Hunter shared Brenna Lordemann’s professional development request of \$500 to go towards the cost of participating in Leadership Williston on the large screen so that Senators could read the development request. After reviewing the request,



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- i. Senator Clark made a motion to approve Brenna Lordemann's Staff Professional Development Application, Senator Rath seconded, discussion (none), all in favor, motion carries, Brenna Lordemann's Staff Professional Development Application was approved.*
- e. Discussion of Nomination for Academic Affairs** -Staff Senate discussed if they had any recommendations for who Dr. Hirning should appoint to help with Academic Affairs for the time being and thought of a few names but ultimately decided not to put anyone forward. President Hunter reminded Senators that they could email any suggestions that they might have to Dr. Hirning but if they did that it would not be on behalf of Staff Senate but should just be their personal opinion.
- f. Senate Updates**
 - i. North Dakota Staff Senate (Jenae)** -President Hunter informed Staff Senate that Juneteenth was not approved as a state holiday and that there was not much else to report besides that.
 - ii. Faculty Senate (Carol)** – Senator Campbell indicated that lots of policies, procedures, and bylaws are being reviewed Faculty Senate. She also indicated that Richard Stenberg provided background and history to Faculty Senate. Carol indicated they would send policy and procedure changes to Staff Senate so we know what changes are being made and can provide feedback. Amanda Davis is the new Faculty Senate Vice President. Faculty Senate is looking to reword Policy 612-Faculty Grievances. As it relates to the ceremonial mace, it had been decided that Kirby Lund will do the carpentry and Tim Delorme might be doing some of the metal work.
 - iii. Student Senate (Brandon)** – Student Senate Co-President Sims informed Staff Senate that they have set up a recurring time for their meetings and have invited the Staff Senate Representatives for Student Senate to the meeting. She also informed Staff Senate that Student Senate is currently accepting applications for new members and that Student Senate will be taking on the Bandana Project to provide assistance to Senator Clark.

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g. Department Updates

Meeting Note: *Not all departments were able to provide updates as Senate wanted to be respectful of the time that each of the Senators dedicate to Staff Senate as we were nearing the end of the allotted time for the meeting of Staff Senate.*

- i. **Adult Learning Center** – Senator Rath informed Staff Senate that he has Narcan in his office. If someone on campus is dealing with a suspected overdose, you can call him directly at 701.570.8138.
 - ii. **Athletics**
 - iii. **Business Office** – Senator Campbell informed Staff Senate that Conference Services is now in the Business Office.
 - iv. **IT** – Senator Rosaly-Snyder informed Staff Senate that all the Konica's have been replaced with brand new ones, we installed AV (Audio Visual) equipment into Arts and Humanities Conference Rooms. We also have installed sound masking equipment in the Arts and Humanities Suite. Soon will have the Teton Lounge offices and esports room equipped with sound masking. Athletics workout room AV equipment installed as well.
 - v. **Marketing**
 - vi. **Student Services** – Remi Herman has been hired and has started as WSC's Registrar and Research Analyst. She is located in Student Services and we are very excited to have her join our team!
- 6. Suggestion Box** - There were no items in Staff Senate's suggestion box this month.
- 7. Round Robin** - The Department Updates portion of the meeting was conducted in Round Robin format.
- 8. Adjournment –**
- a. *Senator Clark made a motion to adjourn the meeting, Senator Rath seconded, discussion (none), all in favor, motion carries, meeting adjourned at 12:27 PM.*

Respectfully submitted,

Montana Ackman

WSC Staff Senate Recorder



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