

Williston State College Staff Senate

September 8, 2021 • 11:30 AM

Members Present: Kristina Kitchens, Jenae Hunter, Jamie Montgomery, Stacy Ribich, Ryan Avery, Jeremy Rosaly-Snyder, LeeAnn Clark, Taylor Jones, Jared Ward, Jessie Keicher

Members Absent: Kari Lesmeister

Guest: Hunter Berg

Previous Meeting Minutes:

Motion by LeeAnn to approve minutes from August 16th, second from Ryan. Motion carried.

Old Business:

- 1) Survey questions
Discussion regarding survey/suggestion "box". Jenae to create draft and present next meeting.
- 2) Monthly Newsletter –
Discussion regarding ideas for first newsletter.
 - First edition to go out in October
 - Using Mail Chimp or Constant Contact – Jamie and Jenae to look at template ideas.
 - Staff highlight/Employee of the month section
 - Event schedule
 - Link to survey/suggestion box
 - Trivia for a prize
 - Articles – October: What is Staff Senate?
 - Name – Jared suggested naming the newsletter "Teton Buzz". Motion by Jamie to accept, second from Jenae. Motion carried.
- 3) Fundraising Ideas
Discussion regarding fundraising ideas.
 - Halloween Bake Sale – October
 - Gift Wrapping – November/December
 - Student sculpture/painting auction – work with Student Senate

New Business:

- 1) Hunter Berg

Hunter asked to speak to the individual departments, if possible. Also, discussed different WSCF employee morale and fundraising initiatives.

- AmazonSmile campaign – instructions to link personal Amazon shopping to WSCF AmazonSmile campaign so that WSCF receives a portion of the profits.
 - Foundation memberships
 - Paycheck donations
 - Giving Day – September 22nd.
 - Alumni, Faculty & Staff Banquet – September 21st.
- 2) Jayden Olson professional development request
Motion by Ryan to approve, second from Jenae. Motion carried.
- 3) Pay raises for staff to further education
Discussion regarding a pay increase for staff members who finish degrees. Senate had several questions to take back to Executive Cabinet.
- What are the guidelines? Amounts?
 - What degree level would the benefit start? Associates, bachelors, etc.
 - How would staff who already have degrees be compensated?
- 4) Jessie Keicher's senate membership as student rep.
Motion from Jamie to approve Jessie as the Student Senate Rep, second from Stacy.
Motion carried.

Campus Updates –

Adult Learning – NA

Athletics – VB home game tonight, September 8th, undefeated at home.

Academic Affairs/Office of the President – Working on spring schedule. Legislative meeting at Train ND on September 28-29th. Danita Bye will be visiting on October 8th.

Learning Commons – Ryan's last day is September 24th and the position is posted. Will have student worker coverage and hours will change to Tuesday – Thursday, open until 6:30pm.

Campus Services/Bookstore – Textbook rush is complete; all sales are final. Account charging is also complete. The bookstore will be selling at the VB game tonight, September 8th.

Business Office – Carol is out this week, September 6-10th. VP position is posted. FA disbursement is this week and final payments are due. Refunds will be issued on Friday, September 10th.

Student Services – Positions for FA and Enrollment are posted. Jared is filling in with Recruitment. Move-in went well. Security is actively ticketing parking violations.

IT – waiting on State approval to move the junk in the basement. Working on access control project.

Train ND – NA

Executive Cabinet – see AA/office of the President.

Faculty Senate – NA

Student Senate – Had an initial meeting, about 6-7 members.

Next Meeting: October 13, 2021