

NESC MINUTES

Wednesday, September 19, 2007

12:00PM-1:30PM, Hormel Room

Chaired by Pat Reinhardt

Welcome Jason Gillen; introductions.

1. Opening reflection – Shiromi Beach
 - Reflection for November meeting: Bev Johnson
2. Secretary's report
 - Minutes from August were approved via email and sent on to Edna, Mark and Tom.
3. Treasurer's report
 - Bev Johnson will be taking over as Treasurer
4. Council Vacancies
 - 2 vacancies: academic and Minneapolis at large
 - Discussed ways to recruit new members
 - Discussed different advertising techniques
 - Proposed adding vacancy issues to the elections committee
 - Proposed change to by-laws regarding vacancies:
 - **“After the first of the year, the Council will not actively work fill any vacancies on the NESC unless there are less than 10 members; however, all openings will be posted on the website and applications will be reviewed even if submitted after the first of the year.”**
5. Open Forum
 - Date change: Tuesday, October 16th, 2:00pm-3:30pm; location OEC Auditorium and Thornton Auditorium
 - Joint with the Exempt Council
 - Topic: medical school; Father Dease and Tom Rochon will update staff and then open the floor for questions comments
 - Survey staff on topics for brown bag session(s), names drawn from completed surveys for a small prize (possibly express money on their account)
 - No registration required to attend
 - Advertise openings on council at the forum
6. Committee reports:
 - STAFF COUNCIL Committees:
 - *Assigned open spots to Jason and Carissa
 - a. Charitable Giving (Barb, *Carissa*)
 - b. Communications (Lydia, Tara, *Jason*)
 - UST Committees:
 - a. Budget Advisory (Shiromi, *Jason*)
 - b. Fringe Benefits (Cindy, Tara)-Changes in health insurance. Information will be distributed late October/early November and there will also be info sessions available.
 - c. HRAC (Pat)
 - The meeting was primarily spent discussing the draft policy on consensual relationships.
 - Pete Ronza briefly discussed the 2008 health care plan. The committee members provided suggestions for communicating the health care plan to the UST community.
 - d. University Strategic Planning Task Force (Pat)
 - Gene Scapanski updated the Task Force on the status of the plan; he will present the status of the plan and the timeline at the Board of Trustees meeting in October.
 - Discussed the format of the plan so that it is easily readable and understandable for the UST community.

- The two year term of most task force members is completed. At the next meeting Task Force meeting members whose term is over will need to inform Gene if they will like to renew their involvement on the Task Force for another two year term.
- Pat Reinhardt's name will be resubmitted for another term, 2007-2009, or if the name of another staff member should be nominated.

7. Staff Appreciation Breakfast: April 15, 2008

- Initial discussion of silent auction & door prizes
- Have sale of Minneapolis items from bookstore
- Look at booking a display case before the breakfast for advertising past NESC contributions.

8. Other:

- 2007-08 Goals
 - Revise NESC mission statement.
 - More NESC visibility on campus (More gatherings and or wearing something that is recognizable as NESC)
 - Staff recognition (Monthly drawing or contest a possibility, send out appreciation certificates to previous council members)
 - Looking to archive historical NESC paper documents by scanning them in to a PDF.
- Showed example certificates of appreciation and thank you cards; printing was donated by the Service Center
- Discussed holiday gathering and working as greeters. Would like to do group picture at the dinner.
- Discussed trying to implement a suggestion box (beyond what is currently on the website)

Adjourn meeting at 1:30PM

Next meeting: Wednesday, November 21, 2007

Representative	Constituency	Phone	Department	Campus Mail	Term
Carissa Bartlett	Administrative	2-6989	Development	DEV	2007-2008*
Shiromi Beach	St. Paul at Large	2-5407	OSF Library	5004	2007-2008*
Tara Borkowski	Mpls/Chaska/Gainey	2-4550	College of Applied Professional Studies	MOH217	2007-2009
Linda Lee Borovansky	Administrative	2-6417	University Relations	LOR508	2006-2008
Jason Gillen	Auxiliary Services	2-5100	Public Safety	4081	2007-2008*
Bev Johnson	Academic	2-5870	Graduate Music	LOR103	2007-2009
Barb Joynson	Administrative	2-6434	Alumni Association	ACR	2006-2008
Lydia Lamb	Auxiliary Services	2-5100	Public Safety	4081	2007-2009
Cindy Nedved	Auxiliary Services	2-6670	Facilities Scheduling	4076	2007-2009
Pat Reinhardt	Academic	2-5150	Modern and Classical Languages	5027	2006-2008

* Filling vacancy