

# NDSU STAFF SENATE

## Agenda

Wednesday, September 6<sup>th</sup>, 2023

Hidatsa – Memorial Union

Zoom - <https://ndsu.zoom.us/j/97076422648?pwd=RnBwNlVzNFdHR3ZrRnFCVfdaeIBkdzO9>

*We collectively acknowledge that we gather at NDSU, a land grant institution, on the traditional lands of the Oceti Sakowin (Dakota, Lakota, Nakoda) and Anishinaabe Peoples in addition to many diverse Indigenous Peoples still connected to these lands. We honor with gratitude Mother Earth and the Indigenous Peoples who have walked with her throughout generations. We will continue to learn how to live in unity with Mother Earth and build strong, mutually beneficial, trusting relationships with Indigenous Peoples of our region.*

Information and reminders on hybrid meetings can be found at the bottom of the agenda\*.

- I. Call to Order**
- II. Land Acknowledgement**
- III. Approval of Meeting Agenda**
- IV. Campus Kudos** by Kelly Todd
  - A. Campus Kudos will be awarded in October.
- V. Student Government Report** by Kaylee Weigel
- VI. Faculty Senate Report** by Warren Christiansen
- VII. Program**
  - A. **The Village – Employee Assistance Program - Jara**
- VIII. Attendance Report** by Joshua Schroetter
- IX. Approval of Wednesday, August 2<sup>nd</sup>, 2023 Meeting Minutes**
- X. Senate Coordinating Council** by Fred Hudson
  - A. **Consent Agenda** – (policy details here: [https://www.ndsu.edu/policy/senate\\_coordinating\\_council/](https://www.ndsu.edu/policy/senate_coordinating_council/))
    - 1. Policy 128 - Timeslip Payroll and Electronic Timekeeping/Temporary Staff
    - 2. Policy 130 - Annual Leave
    - 3. Policy 164 - Emergency Procedures
    - 4. Policy 304 - Academic Staff and Executive/Administrative Positions - Procedures for Filling
    - 5. Policy 322 – Equitable Workload
    - 6. Policy 326 - Academic Misconduct
    - 7. Policy 335 - Code of Academic Responsibility and Conduct
    - 8. Policy 601 - Code of Student Conduct
  - B. Input Agenda
    - 1. Policy 103 - Equal Opportunity/Affirmative Action Policy on the Announcement of Position Openings
    - 2. Policy 152.2 - Membership in Professional and Service Organizations
    - 3. Policy 153 - Smoke-Free Facilities
    - 4. Policy 331.1 – Course Syllabus
- XI. Treasurer’s Report** by Justin Swank
- XII. President’s Report** by Kristi Steinmann
- XIII. Staff Senate Executive Committee** by Kay Hopkins
  - A. Staff Senate Budget
  - B. Staff Senate Storage
- XIV. Advisors Comments** by Mark Genkinger
- XV. Committee Business**
  - A. Public Relations Officer Report by Olivia Buller
  - B. President’s Cabinet by Kristi Steinmann
  - C. Elections by Fred Hudson

1. Membership Officer Election
- D. Legislative and Bylaws by Shiloh Susag/Maggie Latterell
- E. Information Technology by Daniel Erichsen
- F. Scholarship by Corey Landowski
- G. Staff Development by Melisa Lamp
- H. Staff Recognition by Nazrin Ferdousi / Kelly Todd
- I. Campus Engagement by Olivia Buller
- J. Gunkelman Award by Jen Young / Amolia Schumacher
- K. State Staff Senate by
- L. Joint Committees
  1. Campus Space and Facilities by Ben Bernard
  2. Library by Alicia LaFerriere
  3. University Athletics by Corey Landowski
  4. Learning Space Advisory Committee by Emily Vieweg
  5. Student Voice Project by **TBD**
- M. Ad Hoc Committees
  1. Engagement/Service in Job Descriptions by Melissa Lamp
  2. Diversity, Equity, and Inclusion (DEI) Committee by **TBD**
- N. Day of Honor by Corey Landowski
- XVI. Old Business**
- XVII. New Business**
  - A. Homecoming Engagement
  - B. University Business Hours
  - C. Coat Drive
- XVIII. Announcements**
- XIX. Adjourn**

Scheduled meetings:

- Staff Senate: October 4th, 2023, 9:30 am by Zoom or Prairie Rose– Memorial Union
- Executive Committee: Wednesday, September 20<sup>th</sup>, 2023, 9:30 am by Zoom or Peace Garden – Memorial Union