

NDSU STAFF SENATE

Minutes

Wednesday, November 6th, 2019

- I. Call to Order at 9:30 by Cronin
- II. Attendance Report by Carin Engler – 36 present, 2 proxies, 6 excused, 1 absent. Quorum met.
- III. Consent Agenda – Motion to approve the consent agenda by Latterell, seconded by Thomas. Motion carried.
 - A. 100 – Equal Opportunity and Non-Discrimination
 - B. 154 – Freedom of Speech, Expression, and Assembly
 - C. 158 – Acceptable Use of Electronic Communications Devices
 - D. 350.1 – Board Regulations on Academic Freedom and Tenure; Academic Appointments
 - E. 601 – Code of Student Conduct
 - F. 710 – Computer and Electronic Communications Facilities
 - G. 713.1 – Litigation Hold
- IV. Approval of Meeting Agenda -- Motion for unanimous approval of meeting agenda made by Cronin; seeing no objections motion passed.
- V. Campus Kudos presented by Dan Nygard
 - A. Nicole Askew nominated by Jordan Dadez and Alyssa Teubner
 - B. Robin Hellman nominated by Joe Mocnik
 - C. Teresa Enderson nominated by Ben Bernard
 - D. Mark Lofgren nominated by Julie Brandon
 - E. Matthew Skoy nominated by John Woolsey
 - F. Lisa Hauck nominated by Neely Benton
 - G. Nicholas Munsch nominated by Betsy Carter
 - H. Sandra Aaser nominated by John Weitzel
- VI. Speaker
 - A. Marc Wallman – ITS. Lots of changes happened this fall with classroom tech and lecture software. Multifactor authentication is completed for faculty and staff and will be pushed for students in the next year. Lots of phishing attempts have been reported lately. Forward any suspicious emails to ndsuhreportaphish@ndsuh.edu. NDSU is hosting a cybersecurity conference March 19. Please register early if interested.
- VII. Student Government Report – No report.
- VIII. Faculty Senate Report -- No report.
- IX. Approval of Wednesday, October 2, 2019 Staff Senate Meeting Minutes
- X. Treasurer’s Report by Tina Exner – Appropriated \$4030.22, Local \$5563.31, Scholarship \$491.38.
- XI. Advisor Comments by John Woolsey – Voluntary separation program is ongoing. More information is available on the HR website. Differences in staff and faculty buyout are largely due to differences between contracts vs. offer letters and in how leave is accrued between the two groups.
- XII. Committee Reports
 - A. Bylaws by Wendy Leach -- No report.
 - B. Elections by Amanda Booher -- Danielle Pinnek is leaving and her position on State Staff senate needs to be filled. Her position on Legislative will be dropped, as it is an off year and two people remain on that committee. Megan Bouret self-nominated. Further nominations sought for the position, none made. Motion by Worth to cease nominations and cast a unanimous vote. Seconded by Latterell. Motion carried.
 - C. Legislative by Megan Bouret -- No report.
 - D. Public Relations by Kate Nelson DeShaw -- No report.
 - E. Information Technology by Ben Bernard – Reminder that Ben is willing to help decide if an email is suspicious, as will the help desk.
 - F. Scholarship by Kay Hopkins – The Change for Change Pig will be at meetings, restaurant fundraisers will be coming this spring.

- G. Staff Development by Kristi Steinmann – Discover U on Wednesday, Nov. 13 from 9 to noon. Registration closes Friday; spots are still available. Program will be “Dare to Lead” by Jill Nelson from the school of education and will discuss how to be a leader in your current position.
- H. Staff Recognition by Kaelen Napoleon – Lots of Kudos this month, 20 nominations with 9 approved. Thank you to all for your enthusiasm during the presentations. The nomination form will be updated to give an example nomination and to help with the quality of the nomination. A possible solution for group nominations has been found, and a new award is being discussed for those nominated but not approved for a Kudos.
- I. Campus Engagement by Krista Olson – Thank you all for your donations. Next month will be canned fruit and tuna for the Emergency Food Pantry. A blood drive is scheduled for Dec. 11 from 8:30-11:00 a.m. outside the west entrance to the Memorial Union.
- J. Gunkelman Award by Megan Ramsett – No report.
- K. Environmental Sustainability by Kate Nelson DeShaw – “Recyclable or Not?” Panel discussion on Nov.12 at 11 a.m. in the Century Theater.
- L. Senate Coordinating Council by Margaret Latterell – Council is working on new process to give time limits and avoid proposed changes getting stuck in limbo if not signed by legal counsel, provost or president. Check website for more information and updates on current changes.
- M. State Staff Senate by April Helgaas – Retha Mattern had given a hopeful update on the Friday After Thanksgiving initiative after the discussion with SBHE and a report by Prairie Public, but it is not happening this year. Still trying for next year.
- N. Joint Committees
 - 1. Campus Space and Facilities by Ben Bernard – Meeting scheduled for Dec. 6.
 - 2. Library by Alicia LaFerriere – Upcoming advisory board meeting. Discussion on a establishing a digital fabrication lab. A survey has been sent out to gather info for improving the user-friendliness of the website. NDSU loans out lots of material via inter library loan, but all new materials stay here for an initial period to give NDSU first shot at them.
 - 3. University Athletics Shiloh Susag -- No report.
 - 4. Learning Space Advisory Committee by Wendy Leach -- No report.
- O. Ad Hoc Committees
 - 1. Facebook Page by Amanda Booher -- No report.
 - 2. 30th Year Anniversary by Carin Engler – In process of gathering information. Event will be in September.

XIII. Executive Committee by Maggie Latterell – We are looking at updating bylaws, talk to us if you have suggestions.

XIV. President’s Cabinet by Elizabeth Cronin – Next meeting is Nov. 18.

Strategic planning thematic working groups and listening sessions are finished and are being consolidated into a coherent single document before being given back to the committee. Website on Provost’s site with more info. Shadow a student day went well with good participation. A debrief session was held separately for the students and the shadows to review. Consensus is that the event helped raise awareness of issues that students deal with, including food insecurity, the hours invested and the skill set needed to rapidly switch focus throughout the day. Concerns about difficulties transfer students have becoming integrated into campus were mentioned. Students felt heard and found the experience less awkward than expected. Relationships may continue past this one day.

XV. Old Business

XVI. New Business

XVII. Announcements

A. Thank you from Cathy Giddings

XVIII. Meeting was adjourned at 10:19 by Cronin.