

NDSU STAFF SENATE

Minutes

Wednesday, December 4th, 2019

- I. Call to Order at 9:30am by Cronin
- II. Attendance Report by Carin Engler – 35 present, 5 excused, 4 proxies, 13 guests. Quorum met.
- III. Consent Agenda – Motion for unanimous approval of consent agenda made by Cronin; seeing no objections the consent agenda was adopted.
 - A. 103 – Equal Opportunity/Affirmative Action Policy on the Announcement of Position Openings
 - B. 151 – Code of Conduct (bullying policy added)
- IV. Approval of Meeting Agenda – Motion for unanimous approval of meeting agenda made by Cronin; seeing no objections the agenda was adopted.
- V. Campus Kudos presented by Dan Nygard
 - A. Nate Robideau nominated by Tammy Helweg
 - B. Cathy Powers nominated by Scott Handegard
 - C. Michele Rolewitz nominated by Tammie Reger
 - D. Emma Marshall nominated by Mark Maliskey
- VI. Speaker
 - A. Heather Higgins-Dochtermann and Creighton Brown – Office of Equity. The office always welcomes any questions you might have and encourages people to contact them. Reminder that most employees are mandatory reporters and must file a report form if they observe or are aware of any discrimination, harassment or retaliation.

A review of training offered through the office was given, see website for more information and registration (https://www.ndsu.edu/equity/education_and_training/)

 - Title IX- mandatory for all employees once per three year. Offered in person
 - Supervisor training- mandatory for all supervisors once per year. Offered in person.
 - Safezone series – 3 part optional training about sexual orientation and gender identity/expression
 - Community of Respect – 4 part optional training to improve intercultural competencies
 - Ally – single session optional training to improve gender equity
 - Searching for Excellence – mandatory for search committee chairs, helpful to other committee members
- VII. Student Government Report by Joe Vollmer – The last student senate meeting for the semester is on Sunday. One major achievement for this semester has been starting a monthly newsletter highlighting events and student senate activities. A mural has just been finished in the student senate office- please stop by and have a look.
- VIII. Faculty Senate Report – No report.
- IX. Approval of Wednesday, November 6th, 2019 Staff Senate Meeting Minutes
- X. Treasurer’s Report by Tina Exner – Appropriated \$3967.12, Local \$6567.61, Scholarship \$491.38.
- XI. Advisor Comments by John Woolsey – SVSIP is still ongoing, website has more information. Friday December 13th is the deadline to apply.

New employee orientation has been redesigned to last only ½ day, a session will be held this Friday morning. Future sessions will include a virtual tour of campus.

Dr. Rhonda Kitch is leaving NDSU, a farewell reception will be held Monday December 16 from 2-4 at the alumni center.
- XII. Committee Reports
 - A. Bylaws by Wendy Leach – No report.
 - B. Elections by Amanda Booher – A member at large for the executive committee has resigned and a new member must be found. Wendy Leach self-nominated, Wendy Baumann seconded the nomination. Other Nominations sought for the position, none made. Motion by Latterell/Thomas for a unanimous ballot. Seeing no objections motion passed.

- C. Legislative by Megan Bouret – No report.
- D. Public Relations by Kate Nelson DeShaw – No report.
- E. Information Technology by Ben Bernard – No report.
- F. Scholarship by Kay Hopkins – \$25 from the Change Pig has been deposited for Scholarship. Keep up the good work.
- G. Staff Development by Kristi Steinmann – Discover U event held with 86 attendees. Received great feedback. A spring event is being planned.
- H. Staff Recognition by Dan Nygard – Kudos nominations will be updated to give more guidelines and provide an example of a successful nomination. A cap on the number of Kudos awarded will go into effect, and the Applause award will be created. The Applause award will go to runners up for the Kudos and will receive an electronic certificate. Kudos recipients for this year will receive a wooden certificate which has been donated.
- I. Campus Engagement by Krista Olson – December 11th Blood Drive on campus. All spots have been filled.
- J. Gunkelman Award by Megan Ramsett – No report.
- K. Environmental Sustainability by Kate Nelson DeShaw – Panel event held 3 weeks ago about recycling. Good info and turn-out. Facebook live video of event is online; apologies for lack of editing. December tips email will go out next week. A casual discussion/chad event will be held next Wednesday at 11:30 in the Mandan room.
- L. Senate Coordinating Council by Margaret Latterell – Changes to the process for policy change approval have gone into effect. Changes to a policy now have a deadline for approval or rejection, after the deadline if neither has happened the policy may be recalled for further changes.
- M. State Staff Senate by April Helgaas – HRC added child bereavement to the types of eligible under FMLA. The consideration of being able to preserve leave for use after FML was voted down. Contact our HRC rep, John Woolsey, if you have strong feelings on this. The subject will likely return for another vote in January.
Still discussing Friday After Thanksgiving initiative, working to get it in front of the legislature. Very low call volumes and foot traffic were noted for the day this year, reporting a log of this may help persuade people to allow for the day off.
- N. Joint Committees
 1. Campus Space and Facilities by Jenn Young – NDSU Parking & Transportation- are wrapping up all current projects. No new major projects FY20 due to budget. FY 21 plans reconstruction of W, SF & BC lots. FY 22 projected TA, FM South (or Askanase & Pavek loop), FY23 projected IFC, CF (or T2 North). Bids will be going out in January.
Capital Projects: Science Hall (Dunbar Replacement) architect is Zerr-Berg. Will be an L-shaped building with 4 floors that house Geosciences, Chemistry & some Biochemistry. Will redo skywalk to Ladd, and new tunnel to both Memorial Union and STEM building. Demo of current Geosciences planned for May 2020, Dunbar will be torn town after the new building is completed. The garden in back will be relocated. Trying to keep the outdoor space large for hosting outdoor events. Ag Engineering will move to Ladd once Chemistry moves to new building, and Ag Engineering will then be torn down.
Ag Product Development Center to replace Harris and the Meat Lab has started funding, and will be focus of future efforts.
Renovation of Barry Hall to create an event center - \$2.5 million project in planning stages
HR & Payroll are moving back to campus
Hastings will be renovated in the spring, will have 6-7 30min parking spots, and ADA parking
Grants & Contracts has already moved back to campus to Thorson, where telecommunications was. Telecommunications is now in QBB.
Sudro Hall Expansion – AlDevron Tower is far enough along that it can be occupied, walk through on Dec. 2 before taking ownership of it. Renovations of 8 more spaces within Sudro are planned which will require \$3 million, all funded through donations.
 2. Library by Alicia LaFerriere – Open Ed resource meeting will be held in March. Dean update noted a consideration for raising the library fee.

3. University Athletics Shiloh Susag – Athletics is doing well academically and have won a few awards. New hires have been made to fill out the department. NCAA rankings have improved. Facility improvements are in progress, including work on an indoor practice facility.

4. Learning Space Advisory Committee by Wendy Leach – will be meeting in Dec.

O. Ad Hoc Committees

1. Facebook Page by Amanda Booher – No report.

2. 30th Year Anniversary by Carin Engler – No report.

XIII. Executive Committee by Maggie Latterell – Coffee with the Presidents will be happening in December.

XIV. President's Cabinet by Elizabeth Cronin – President Bresciani is planning a state tour of the colleges.

As WI and MI are the only states with raising unemployment NDSU will be targeting them for recruitment.

Recruitment and retention is a major concern for now. The Foundation has 310 of 400 million raised. 2019 is the best fundraising year on record.

Ribbon cutting ceremony will be held for the AlDevron tower on May 1st. Economic impact of home games has doubled. Street west of the Memorial union will be switching to pedestrian traffic only.

A budget presentation for the governor is in the works, base income is expected to be short of previous projections but will not affect the salary increases. A 4% student tuition increase is planned. We are in the best shape of all of the ND institutions.

Waiving the application fee may have helped increase applications for next year.

A survey was done about the perception of NDSU. Generally positive results for NDSU and faculty, but negative for the cost/value and of Fargo. Results included requests for more tunnels, safety concerns.

A settlement agreement with Roers construction was recently in the news, settlement was made for financial reasons.

The strategic plan draft will be presented to the President's Cabinet for comment.

XV. Old Business

XVI. New Business

A. Campus food pantry by Carin Engler – Food insecurity is an issue for many students and was one of the issues raised during the student shadow day. Meghan Yerhot is working on campus to help address these issues, but more can be done. Other schools have a food pantry available for students. Website for the **College and University Food Bank Alliance (CUFBA)** has more information.

Motion to start an ad hoc committee to address food insecurity on campus by Latterell/Nelson DeShaw.
Motion Carried.

Engler will have a sign up for those interested.

B. Campus postcard opt-out options by Connie Jadryny – A suggestion was submitted for campus to allow for people to opt out of campus mailings. Discussion on how to implement this. As email is the official means of communication it should be possible.

XVII. Announcements

A. Wednesday December 11 is the Blood Drive

B. Bookstore is hosting an open house

C. Child Development center has a booksale this week

D. Exec photos to be done after the meeting

E. There is a phishing email going around with an attachment – Don't click to enable macros!

F. Reminder from Staff recognition committee that the Union coffee shop is being replaced with a Caribou coffee which will not take the current gift cards, but other coffee carts on campus will.

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