NDSU STAFF SENATE

Meeting Minutes
Wednesday, June 2nd, 2021
Zoom

Senators and Substitutes:
Here are a few friendly reminders and best practices for virtual meetings:

- Connect several minutes before the meeting to make sure your equipment is working and give you time to troubleshoot if needed.
- Turn on your video if you have a webcam and leave it on for the duration of the meeting.
- Mute your microphone when you are not speaking.
- Say your name before you speak. Some of our senators will be joining via phone and will not be able to see who is speaking.
- We will vote by voice when possible because not all senators will have access to the polling features.
- The chat and hand raising features will be available to those joining from a computer. I will make sure typed comments are read so those joining from a phone can hear.
- Attendance will be taken through the ZOOM app.

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

I. **Call to Order –** 9:32 AM
II. **Attendance Report** by Amanda Reil – 35 Present, 9 Absent, 1 Excused, 56 Guests
III. **Consent Agenda** – (policy details here: https://www.ndsu.edu/policy/senate_coordinating_council/) – None
   A. See note on page 2 of agenda*
IV. **Approval of Meeting Agenda –** Motion to approve by Swank, Hopkins seconds – Passed.
V. **Staff Recognition Awards –** Check out the recording of the June 2nd, 2021 Staff Senate Meeting for a full list of nominees and the contributions of our winners.
   A. 3000 Band – Awarded to Joshua Schroetter and Melissa Selders-Ortez
   B. 4000 Band – Awarded to Ben Deetz and Mariam Said
   C. 5000 Band – Awarded to Carin Engler and Milka Singha
   D. 7000 Band – Awarded to Debra Knapper
   E. Team Award – Awarded to Sponsored Research Module Core Implementation Team
VI. **Campus Kudos** by Dan Nygard
   A. None
VII. **Student Government Report** by Carl Ludwig
   A. None
VIII. **Faculty Senate Report** by Florin Salajan
   A. Faculty Senate in recess. No report.
IX. **Approval of Wednesday, May 5, 2021 Staff Senate Meeting Minutes –** Changed "Agenda" to "Meeting Minutes" Motion to approve by Swank, second by Young. Passed.
X. **Treasurer's Report** by Tina Exner
   A. No report.
XI. **Public Relations Officer Report** by Olivia Buller
   A. Reminder that over the Summer they can still post things to the Staff Senate Facebook page. Send them to Olivia.
XII. **Committee Reports**
   A. Elections by Elizabeth Cronin
      1. No report.

B. Legislative and Bylaws by Jeremy Kopp
    1. No report.
C. Information Technology by Ben Bernard
    1. No report.
D. Scholarship by Kay Hopkins
    1. No report.
E. Staff Development by TBD
    1. No report.
F. Staff Recognition by Maggie Latterell
    1. No report.
G. Campus Engagement by Fred Hudson
    1. Blood drive on June 16th. 1 slot left open.
    2. Good for the Herds will be open during the summer starting June 9th. Residence Life collected around 1200lbs from students during move-out, so no donations needed.
    3. Volunteers are being requested. You can sign up here: https://www.signupgenius.com/go/60B0E4CA5AB23A0F94-goods1
    4. Next meting for food insecurity task force is on June 9th @ 10:00am
H. Gunkelman Award by Justin Swank
    1. Presented award to Susan Council.
I. Environmental Sustainability by Carin Engler
    1. No report.
J. Senate Coordinating Council by Margaret Latterell
    1. No policies at last meeting. They did introductions with new members.
K. State Staff Senate by April Helgaas
    1. Planning their face-to-face meeting for June 22nd – 23rd. Kay Hopkins and April Helgaas will be attending in-person. Al Bernardo will be attending virtually.
L. Joint Committees
    1. Campus Space and Facilities by Ben Bernard
        a. Good luck dodging construction – no other report.
    2. Library by Alicia LaFerriere
        a. No report.
    3. University Athletics Corey Landowski.
        a. No report.
    4. Learning Space Advisory Committee by Phil Hunt
        a. No report.
    5. Student Voice Project by Jordan DiPalma
        a. Last meeting in May. Moving to a Student Government subcommittee. No future meetings for Staff Senate.
M. Ad Hoc Committees
    1. Diversity, Equity, and Inclusion (DEI) Committee by Jordan DiPalma
        a. Had a meeting last week. Planning to collaborate with Institutional Research to separate out Climate Surveys to understand Staff and Faculty responses separately. Looking to generate ideas on how to support staff in this area.
    2. Shared Governance by Kristi Steinmann
        a. Deferring until New Business.

XIII. **Advisor Comments** by Kristina Astrup
A. Reminder that Monday, June 7th is the Return to Campus Date. Upcoming Conversations with Colleagues on Friday to field questions about the Return to Campus.
B. Mask-optional policy will go into effect on June 6 provided the following rules will continue: 1. Every person should be comfortable continuing to wear a mask in their personal discretion and should not face any pressure to discontinue mask usage. 2. Faculty may require masks to be worn in their classes at their discretion. 3. Health care operations on campus, including Student Health Service, will continue to be able to mandate masks in accordance with regular health care protocols.

XIV. **Executive Committee** by Maggie Latterell

    A.   Discussed Shared Governance results in brief and prepared executive transitions for coming year.

XV. **President's Cabinet** by Elizabeth Cronin

    A.   Next meeting is on Monday, June 7th.

XVI. **Old Business**

    A.   **None.**

XVII. **New Business**

    A.   COVID-19 Survey Results

         1.   COVID related module to annual survey, some key findings:

             a.   91.1% students agreed or strongly agreed with following COVID-19 related policies on campus.

             b.   76.9% of students agreed or strongly agreed that the policies implemented on campus could reduce the spread of COVID-19.

             c.   31.8% of students witnessed or experienced hostility related to their race, ethnicity, or nationality due to the COVID-19 pandemic

             d.   83.7% of students indicated an increase in stress level due to the pandemic

         2.   You may reach out to Joshua Schroetter to get more information about the survey results.

    B.   Shared Governance Survey Findings – Kristi Steinmann and Staff Senate Ad Hoc Committee on Shared Governance

         1.   Ad-Hoc was formed after learning that Faculty Senate was working on a Shared Governance policy. Wanted to be proactive in understanding what staff felt and understood about shared governance instead of reacting to a policy that comes from Faculty Senate only.

         2.   Survey conducted over email and paper copies for 6000 &7000 bands. 250 respondents. Each academic and support unit represented.

         3.   Full report can be found here: https://drive.google.com/file/d/1xBBQ-UQ7oU1phpU-V90H5MqjgMbwT3tU/view?usp=sharing

         4.   Staff Senate Presentation with key findings can be found here: https://drive.google.com/file/d/1O4UCvO3oQNYVG7rfuGafGs6i6ixB1EsV/view?usp=sharing

         5.   30 comments speak to the idea that staff are not valued and there is fear over job security if they share their voice.

         6.   19 comments relating to faculty holding more importance or power at NDSU

         7.   Recommendations

             a.   Recognize staff value

             b.   Define shared governance

             c.   Educate faculty, staff, and students on NDSU's share governance policies and protocols

             d.   Share information and educate on how to identity and report workplace violations

         8.   This information will be shared with NDSU leadership and institutional research so that it may be used appropriately. The Ad-Hoc committee feels that action falls out of the scope of their responsibility. However, information sharing is important. Staff Senators received information and survey findings on 6/2/2021.

         9.   They recommend disbanding the Ad-Hoc Committee.

             a.   Motion to disband Shared Governance Ad-Hoc Committee by Hopkins, seconded by Young. Passed.

XVIII. **Announcements**

    A.   Carin Engler – Campus Engagement Committee has left over buttons and they are in the Residence Life office. Let Carin know if you'd like some and she can drop them off at your office.

XIX. **Adjourn –** 10:18 AM

Scheduled meetings:
- Staff Senate: Wednesday, September 1st, 2021, 9:30 am by Zoom
- Executive Committee: Wednesday, June 16th, 2021, 9:30 am by Zoom

* As a reminder, the consent agenda contains new policies or policy changes that have been proposed through Senate Coordinating Council (SCC), which is part of NDSU's existing framework for shared governance. SCC is comprised of three executive members from student government and the president, past president and president elect of both Faculty Senate and Staff Senate. Through SCC, any NDSU employee or student can propose policy changes for the university. The proposed policy change must be reviewed and approved by all three governing bodies before it can move forward. If approved, it then must be approved by legal counsel and finally President Bresciani. Our Staff Senate SCC members review the policies in detail and make a preliminary determination about whether the proposed change would impact staff or our ability to do our work. If a policy does not seem to impact staff, we list it under the consent agenda, which allows us to approve the change quickly and efficiently. If the policy might impact on staff, we list the policy under new business to allow discussion and input on the policy before we vote on it. Any staff senator can remove a policy from the consent agenda if they wish to provide input, and we will discuss that policy under new business. All staff are welcome to attend our meetings and provide input on proposed policy changes.