

NDSU STAFF SENATE

Minutes

Wednesday, November 3rd, 2021

Ballroom B – Memorial Union

Zoom - <https://ndsu.zoom.us/j/92677455224?pwd=OXhjWnprdENibzF1cmRTWG5aeTJBQT09>

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 – 9:34 AM**
- II. Approval of Meeting Agenda – motion by Swank. Second by Hopkins. Passed.**
- III. Campus Kudos**
 - A. Pat Johnson
 - B. Tara Hoyme
- IV. Program**
 - A. No program.
- V. Student Government Report by Laura Friedmann**
 - A. No report.
- VI. Faculty Senate Report by Florin Salajan**
 - A. Faculty Senate has an ad hoc committee for Shared Governance. They have added a student representative to their ad hoc. President Bresciani has sent Chris Wilson as a representative for his office. They are eager to begin looking into best practices. When they have their initial meeting, he hopes to initially invite all 3 senates presidents’.
 - B. Faculty Senate Executive Committee – Policy 361. They had many discussions regarding this particular policy including the legal framework for granting benefits to those receiving emeritus status. They had pulled this policy from their agenda until further understanding is reached. He is not recommending action one way or another, but wants Staff Senate to be aware of the ongoing discussion.
- VII. Senate Coordinating Council by Joshua Schroetter**
 - A. They reviewed many policies to review at their governing bodies which can be seen below.
 - 1. 100: Equal Opportunity and Non-Discrimination Policy
 - a. Policy referenced disciplinary actions but now how they would occur. Now there is clarification on that.
 - 2. 134.1: Workplace and Family/Dependent Responsibilities
 - a. Has a line that references that policy 328.
 - 3. 167: Responsibility Reviews for Non-Faculty Personnel
 - a. Changed some language about how feedback is collected for reviews.
 - 4. 328: Workplace and Family/Dependent Responsibilities for Non-Broadbanded Employees
 - a. New policy that is primarily aimed at faculty who may need to bring children to the workplace.
 - 5. 361: Emeritus/Emerita Titles
 - a. Added privileges to emeritus faculty.
 - 6. 724: Accessibility
 - a. New policy to help be in compliance with federal regulations regarding accessible content.
- VIII. Consent Agenda – (policy details here: https://www.ndsu.edu/policy/senate_coordinating_council/)**
 - A. 100: Equal Opportunity and Non-Discrimination Policy
 - B. 134.1: Workplace and Family/Dependent Responsibilities

- C. 167: Responsibility Reviews for Non-Faculty Personnel
- D. 328: Workplace and Family/Dependent Responsibilities for Non-Broadbanded Employees
- E. 724: Accessibility
- F. Motion to remove Policy 361 from Consent Agenda and moved to New Business by Young. Second by Swank. Passed.

IX. Attendance Report by Saurahbi Satam

- A. Present - 38
- B. Absent – 4
- C. Excused – 0
- D. Guests - 12

X. Approval of Wednesday, October 6, 2021 Staff Senate Meeting Minutes – Motion to approve by Swank. Second by Young. Passed.

XI. Treasurer’s Report by Tina Exner

- A. No report.

XII. Public Relations Officer Report by Olivia Buller

- A. Thank you to everyone who sends things to be posted/shared. Keep sending them to the Campus Engagement Committee (Satam and Engler).
- B. Buller shared that she is pregnant is will be on leave soon, so you may send those updates to the Campus Engagement Committee.

XIII. Committee Reports

- A. Elections by Maggie Latterell
 - 1. No report.
- B. Legislative and Bylaws by Jeremy Kopp
 - 1. They have not met as a committee yet.
 - 2. The special session of the legislative starts on November 8th. There primary topics will be redistricting and disbursement of the remaining corona virus relief funding.
- C. Information Technology by Ben Bernard
 - 1. No report.
- D. Scholarship by Kay Hopkins
 - 1. Reminder that they have another Blaze Pizza fundraiser on November 30th. The last Tuesday of every month will be the same fundraiser with them.
- E. Staff Development by Elizabeth Cronin
 - 1. Their committee has been working on a staff development presentation. They were looking into doing a personal finance type of workshop ahead of the holidays or to start the new year.
 - 2. They are welcoming new members at any time as they are down to just 3 members.
- F. Staff Recognition by Renae Wagner/Shiloh Susag
 - 1. No report.
- G. Campus Engagement by Olivia Buller
 - 1. Blood Drive on December 8th with information to come soon.
 - 2. They have started working on a holiday get-together with the governing bodies to gather over hot chocolate for a social. Expect more information soon.
- H. Gunkelman Award by Justin Swank
 - 1. No report.
- I. Environmental Sustainability by Kate Nelson-DeShaw
 - 1. At the last meeting there was discussion about holiday light recycling available on campus.
 - 2. They also looked into something called TerraCycling. More information to come if pursued.
- J. State Staff Senate by April Helgaas
 - 1. Had a Guest Speaker – Chris McEwen talking about Roberts Rules of Order.
 - 2. Some discussion about Emergency Drills. A senator from Mayville was inquiring how often departments/institutions have emergency drills as they had not experience one at their workplace.
 - 3. Discussion about Sick Leave and if any portion of it can be used for a Mental Health Day. None of the institutions have something in their policy about that.
- K. Joint Committees
 - 1. Campus Space and Facilities by Ben Bernard
 - a. No report.

2. Library by Alicia LaFerriere
 - a. No report.
 3. University Athletics by Corey Landowski
 - a. Matt Larsen shared that the majority of sports were played last year.
 - b. Vaccination rate among staff and athletes is around 90%.
 - c. Discussion around Name, Image, & Likeness for student athletes. NDSU cannot facilitate any agreements on the student's behalf and the athletes cannot use the NDSU logo in any manner.
 - d. NCAA changed their rules regarding transferring. It is now more than 1 time.
 - e. The indoor practice facility is being built. It is currently in Phase 1 of its construction.
 - f. They are redoing the outdoor track – new grand stand, new concession, etc.
 - g. Softball is hoping to add an indoor hitting facility with restrooms and concessions.
 - h. Question from Swank – What will be done with the outdoor turf field that was being used?
 - (1) Landowski – Uncertain right now. He would guess it is donated or repurposed in some way.
 4. Learning Space Advisory Committee by Tina Exner
 - a. No report.
 5. Student Voice Project by Jeremy Kopp
 - a. They have been meeting and discussing various topics. Casey Peterson or Student Government is likely to provide those updates at the end of the semester.
- L. Ad Hoc Committees
1. Diversity, Equity, and Inclusion (DEI) Committee by Jordan DiPalma
 - a. They are open to having new members.
 - b. They are working on assessment to see what their next steps for surveying campus would be.
 - c. They are meeting with Human Resources regarding diversity training for staff.

XIV. Advisor Comments by Mark Genkinger

- A. Open Enrollment ends on Friday, November 5th.
- B. There has been a great deal of information in the news about vaccine mandates. At this time, the university is monitoring the situation but there is no information at this point.
- C. Question from Helgaas – a State Staff Senate representative pointed out that because we are not covered by OSHA, we do not have to follow the mandate. Is that correct?
 1. Genkinger – That would be a legal question that he does not have a definite answer to at this time.

XV. Executive Committee by Fred Hudson

- A. Met on October 20th.
- B. They have started work on the Day of Honor Celebration. They are combining this effort with the efforts of Student Government as well.
- C. They received back all of their budget requests and everything was approved. The budget is finalized in the amounts that were requested.

XVI. President's Cabinet by Maggie Latterell

A.

XVII. Old Business

A. None.

XVIII. New Business

- A. Member-at-Large Election
 1. Nomination by Kay Hopkins.
 - a. Hopkins – She has served on Staff Senate for some time as a Senator and is interested in seeing what it would be like to become more-involved.
 - b. Motion to close nominations and elect by unanimous consent by Swank, second by XXX. Passed. Congratulations Kay Hopkins!
- B. Shared Governance Updates

1. Faculty Senate will be the primary body that houses the Shared Governance discussions through an ad-hoc committee. Staff Senate will send representation to that ad hoc. In order to do so, we need to create our own ad-hoc.
 - a. Motion to create an ad-hoc by Steinmann. Second by Satam. Motion passed.
 2. Cronin, Steinmann, Satam, Swank, Hudson, and Hopkins volunteered to serve on the newly created ad-hoc committee.
 3. Question from Swank – What is the scope of the new ad-hoc since the last one had a small scope and then disbanded?
 - a. Schroetter – He is looking for senators who are passionate about advocating on behalf of Staff as discussions about Shared Governance move forward with the other governing bodies.
- C. 361: Emeritus/Emerita Titles
1. Review of updates to the policy.
 - a. Question from Kopp – Do the privileges afforded to emeritus/emmerita faculty also extend to emeritus/emmerita staff? Right now the language only indicates privileges are for faculty.
 - (1) Schroetter – He does not believe it is meant to only apply to faculty, but that concern on language can be brought forward and recommend to clarify that there is no designation between faculty/staff, rather just state privileges for all emeritus/emmeriti titles.
 - b. Question from Hopkins – Sought clarification on if privileges include email.
 - (1) It does include email.
 - c. Question from Wagner – It indicates there is discounts on technology at the Bookstore. Where did this agreement come from?
 - (1) Schroetter – Uncertain – that question will be brought to the Senate Coordinating Council.
 - d. Question from Swank – What job bands can receive emeritus/emmeriti status?
 - (1) Kopp – He believes that the policy states “Professional Staff” which is the 1000, 2000, and 3000 band employees.
 - e. Statement by Young – proposed grammatical changes.
 - f. Question from Bernard – Do we need to propose and vote on amendments right now or do we just need to provide this feedback for the Senate Coordinating Council.
 - (1) Schroetter – he recommends bringing this feedback to the SCC for now rather than voting, but it is up to the body to make a motion as they like.
 - g. Question from Helgaas – She would like more clarification for the rationale on which job bands are included vs. which are excluded.
 - (1) Schroetter – This will be brought to the Senate Coordinating Council.
 - h. Schroetter entertained a motion to bring this feedback to the Senate Coordinating Council. Motion by Swank, second by Swank. Passed.

XIX. Announcements

- A. Satam - New Vice President for Research and Creative Activity Colleen Fitzgerald will be holding listening sessions with faculty and staff. Please consider stopping into one of those if you work with faculty or research.
- B. Bernard – Learning and Applied Innovation Center has updates coming in January that has a new user interface update to Blackboard.
- C. Engler – thanks to Research One for hosting another fundraiser for the Food Pantry!
- D. Hopkins – you should see information from the United Way about their donation campaign. As a reminder, if you donate \$25 or more you are entered into every weeks’ drawing for a turkey, ham, or pie.

XX. Adjourn – 10:34 AM

Scheduled meetings:

- Staff Senate: Wednesday, December 1st, 2021, 9:30 am by Zoom or in Prairie Rose Room
- Executive Committee: Wednesday, November 17th, 2021, 9:30 am by Zoom or Peace Garden Room