

NDSU STAFF SENATE

Minutes

Wednesday, August 7th, 2024

Prairie Rose – Memorial Union

Zoom - <https://ndsu.zoom.us/j/99543931112>

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 – 9:33 AM**
- II. Land Acknowledgement**
- III. Approval of Meeting Agenda** – Motion to approve by Latterell, second by Young. Passed.
- IV. Campus Kudos** by Joshua Schroetter
- V. Attendance Report** by Melissa Lamp
 - A. Present – 34 Senators
 - B. Excused – 4 Senators
 - C. Absent – 3 Senators
 - D. Guests – 16
- VI. Faculty Senate Report** by Lisa Montplaisir
 - A. No report.
- VII. Student Government Report** by Garrett Kuhn / Christopher Dick
 - A. No report.
- VIII. Guest Presenters** – Snap the Stigma & Be The ONE
 - A. Amy Werremeyer and Elizabeth Skoy presented information on two programs housed within the Pharmacy program. You may watch the recording of this meeting to see their presentation in greater detail. Additionally, the slides from their presentation are attached to these minutes.
 1. Snap the Stigma: <https://snapthestigma.com/>
 2. Be the ONE: https://www.ndsu.edu/centers/cap/projects/the_one_program/
- IX. Program**
 - A. Teams – IT Committee
 1. Daniel Erichsen provided information to the Senate about utilizing Microsoft Teams for their work in the Staff Senate. You may watch the recording of this meeting for Daniel’s presentation. You may also reach out to Daniel Erichsen or the IT Committee if you need assistance while utilizing Microsoft Teams.
- X. Approval of Wednesday, May 1st, 2024, Meeting Minutes** – Motion to approve by Engler, seconded by Schroetter. Passed.
 - A.
- XI. President’s Report** by Kay Hopkins
 - A. Shared Governance

1. President Hopkins shared that the final updates are nearing completion, and the updated version will be brought to each governing body for acceptance early in the Fall semester.

2. The members from the summit mapped out communication channels that would provide improved communication to campus. This should be implemented this year.

B. Budget

1. Each committee was tasked with sending President Hopkins a budget request for the upcoming year. Hopkins will put together a request to President Cook to directly request a standing budget. This would be a change from prior years where funds were requested from each Vice President.

2. The Executive Committee decided to move forward with creating an MOU with the NDSU Foundation for a spendable fund. Staff Senate can fund raise to contribute to this fund which has some additional flexibility. This fund would not be supported by the President or Vice Presidents but instead is supported by fundraising efforts of Staff Senate.

XII. Elections

A. Treasurer (Term ending May 2026)

1. Nominations for April Helgaas who has accepted their nomination. Motion to close nominations and cast a unanimous ballot by Vieweg, seconded by Latterell. Passed. Congratulations April!

B. State Staff Senate (Term ending May 2026)

1. Nominations for Andrea Ludwig who has accepted their nomination. Motion to close nominations and cast a unanimous ballot by Young, seconded by Vieweg. Passed. Congratulations Andrea!

C. Member-At-Large (Term ending May 2027)

1. Nominations for Sharijad Hasan who has accepted their nomination. Motion to close nominations and cast a unanimous ballot by Engler, seconded by Latterell. Passed. Congratulations Sharijad!

XIII. New Business

A. Homecoming Parade

1. Staff Senate will be participating in the Homecoming Parade this year. President Hopkins has secured a trailer, vehicle, and driver. Jen Young is looking into the availability of space in a farm shop near campus.

2. Decorations are in the Staff Senate storage unit.

3. The next Staff Senate meeting is the meeting prior to homecoming. Hopkins is asking that each senator donates a bag of candy to hand-out at the parade. They can be brought to our next Staff Senate meeting.

XIV. Old Business

A. Bylaws Updates – Kay Hopkins

1. The Bylaws Updates were passed last Spring by Staff Senate but are pending President Cook's signature. His request was to align the name of the committee with other similar working groups.

XV. Senate Coordinating Council by Kristi Steinmann

A. Consent Agenda – (policy details here: https://www.ndsu.edu/policy/senate_coordinating_council/)

B. Input Agenda

C. Senate Coordinating Council plans to meet monthly whether-or-not there is policy to vote on moving forward. This was a recommended change during the Shared Governance Summit.

D. Steinmann provided an overview of how SCC work is conducted. Policy changes can be recommended or requested by anyone, but SCC works with the sponsor of each policy to review and implement changes appropriately.

1. Consent Agenda policies are voted-on simultaneously. Typically Consent Agenda items have been reviewed by SCC and determined to impact a small subset of NDSU constituents or changes do not require further discussion. In such cases, a singular vote can be conducted to accept multiple policies. Policies can be moved from the Consent Agenda to Input Agenda as needed.

2. Input Agenda items are voted on singularly after discussion and input from the body.

XVI. Treasurer's Report by April Helgaas

- A. Appropriated: \$1,169
- B. Local: \$1,589.43
- C. Foundation spendable: set up process
- D. Scholarship: \$10.58 after fall awards

XVII. Staff Senate Executive Committee by Joshua Schroetter

- A. All items were already covered during Hopkins President Report.

XVIII. Advisors Comments by Mark Genkinger

- A. President Cook sent an email to campus about an upcoming survey about employee engagement. Please keep an eye out for the official survey and provide your feedback.
- B. You may start completing your yearly track-training.
- C. Advisor Genkinger shared he is looking forward to working with the Staff Senate this year and he is available should you have any questions for him.

XIX. Committee Business

- A. Public Relations Officer Report by Libby Hardwick-Nelson
- B. President's Cabinet by Kay Hopkins
- C. Elections by Kristi Steinmann
- D. Legislative and Bylaws by Shiloh Susag/ Jeremy Kopp
- E. Information Technology by Daniel Erichsen
- F. Scholarship by Jena Reno/Corey Landowski
- G. Staff Development by Melissa Lamp
- H. Staff Recognition by Carin Engler / April Helgaas
- I. Campus Engagement by Maggie Latterell
- J. Gunkelman Award by Jen Young / Joshua Schroetter
- K. State Staff Senate by Emily Vieweg/ Jen Young
- L. DEI by Aleisha Lokken
- M. Joint Committees
 - 1. Campus Space and Facilities by Jen Young
 - 2. Library by Alicia LaFerriere
 - 3. University Athletics by Corey Landowski/ Todd Phelps
 - 4. Learning Space Advisory Committee by Alicia LaFerriere
- N. Ad Hoc Committees
 - 1. **University Business Hours by Shiloh Susag**
 - a. Hopkins shared that the Ad-Hoc committee is nearing completion of its business. They have a scheduled meeting to discuss final steps relating to compiling best-practices for flexible work schedules for supervisors and crafting the messaging that HR will send when business hours change. The goal is to improve campus implementation of flexible practices that support each type of department, but actual business hours of the institution will not be changed.
- O. Day of Honor by Jen Young

XX. Announcements

- A. Connection Activity – Maggie Latterell

B. Welcome Week – Maggie Latterell

1. Welcome Week has lots of volunteer opportunities for faculty and staff. Please consider volunteering some time to assist with welcoming new students to campus.

XXI. Adjourn – 11:30 AM

XXII.

Staff Senate Meetings

Aug 7, 2024, 9:30 AM - 11:30 AM	Memorial Union, Prairie Rose - https://ndsu.zoom.us/j/99543931112
Sep 4, 2024, 9:30 AM - 11:30 AM	Memorial Union, Prairie Rose - https://ndsu.zoom.us/j/92885168851
Oct 2, 2024, 9:30 AM - 11:30 AM	Memorial Union, Prairie Rose - https://ndsu.zoom.us/j/93436378613
Nov 6, 2024, 9:30 AM - 11:30 AM	Memorial Union, Nueta - https://ndsu.zoom.us/j/91801024618
Dec 4, 2024, 9:30 AM - 11:30 AM	Memorial Union, Hidatsa - https://ndsu.zoom.us/j/98266282799
Jan 8, 2025, 9:30 AM - 11:30 AM	Memorial Union, Prairie Rose - https://ndsu.zoom.us/j/95032791268
Feb 5, 2025, 9:30 AM - 11:30 AM	Memorial Union, Sahnish - https://ndsu.zoom.us/j/92754972498
Mar 5, 2025, 9:30 AM - 11:30 AM	Memorial Union, Room of Nations (FLC 217) - https://ndsu.zoom.us/j/95800502321
Apr 2, 2025, 9:30 AM - 11:30 AM	Memorial Union, Prairie Rose - https://ndsu.zoom.us/j/97307551598
May 7, 2025, 9:30 AM - 11:30 AM	Memorial Union, Prairie Rose - https://ndsu.zoom.us/j/93466557519

Executive Committee:

Aug. 21, 2024, 9:30 AM via Zoom

Scheduled Program:

September 4 – Laura Oster-Aaland and Carrie Anne Platt, Employee Engagement Survey
October 2 – President Cook, University Priorities for This Academic Year
November 6 – Provost, Academic Affairs Updates
December 4 – Dilvin Habib, Senior Director for Access and Opportunity
January 8 – Kathryn Kloby (not confirmed), Vice President for Communications and Marketing
February 5 – Mike Ellingson, Facilities Update
March 5 – Jobey Lichtblau, Wellness Center
April 2 – Seinquis Leinen (not confirmed), update on outlook for the next year's enrollment
May – Elections

- 1) Committee Reports Submitted through Form:
- 2) Public Relations Officer Report by Libby Hardwick-Nelson
- 3) Elections by Kristi Steinmann
- 4) Legislative and Bylaws by Shiloh Susag/Jeremy Kopp
- 5) Information Technology by Daniel Erichsen
- 6) Scholarship by Jena Reno/ Corey Landowski
- 7) Staff Development by Melisa Lamp
- 8) Staff Recognition by Carin Engler/ April Helgaas
- 9) Campus Engagement by Maggie Latterell
- 10) Gunkelman Award by Jen Young / Joshua Schroetter
- 11) State Staff Senate by Jen Young / Emily Vieweg
- 12) Joint Committees
 - Campus Space and Facilities by Jen Young
 - Library by Alicia LaFerriere
 - University Athletics by Corey Landowski
 - Learning Space Advisory Committee by Alicia LaFerriere
 - DEI by Aleisha Lokken
- 13) Ad Hoc Committees
 - University Business Hours by Shiloh Susag
- 14) Day of Honor by Jennifer Young

SNAP the
STIGMA

BE THE ONE

Naloxone Training Education

SNAP THE STIGMA
BE THE ONE

Amy Werremeyer, PharmD, BCPP
Elizabeth Skoy, PharmD

NDSU SCHOOL OF PHARMACY



**Lived Experiences Of
Mental Illness Through
Photography**

Normalizing, De-Stigmatizing And Humanizing
Mental Health Issues Through Photography And
Shared Lived Experiences.

SHARE YOUR STORY

SHARE THIS SITE



SNAP the
STIGMA



<https://www.facebook.com/SnaptheStigma>

<https://www.instagram.com/snapthestigmandsu/>

SNAP THE STIGMA FEATURES



- Curation of SNAP stories
 - Evidence-based stigma reduction
- Share your Story
- Mental Health Resources

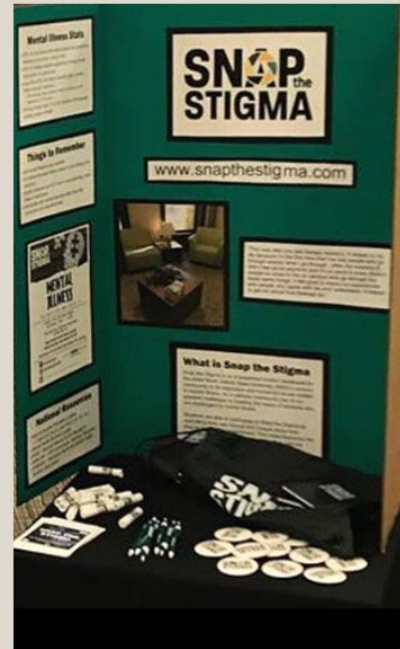


BOOKSHELF

Picture of my bookshelf of college books and there are some other ones because I was studying English Literature. I went from a straight A student to a failing student in 1 year and I can't concentrate. [My illness] effects my ability to concentrate and I couldn't finish school I only have 11 credits to go...but maybe someday I will finish. With the medication, I can tell my mind is clear and I've been able to take some online classes but I just can finish the assignment. You should always know when to take a break from college if you are struggling and register with the disability office so you know what to do. I wasn't diagnosed with [my illness] yet. You can [succeed by] reading small segments. I wasn't able to do that. I have a lot of anxiety with talking in front of people.

SNAP THE STIGMA EVENTS

- NDSU Block Party – Aug. 29th
- Presidents Council for Campus Wellbeing (PCCW) Suicide Awareness week
 - Keynote Address – 9am Sept. 24th
- Social Media



BE THE ONE

Naloxone Training Education

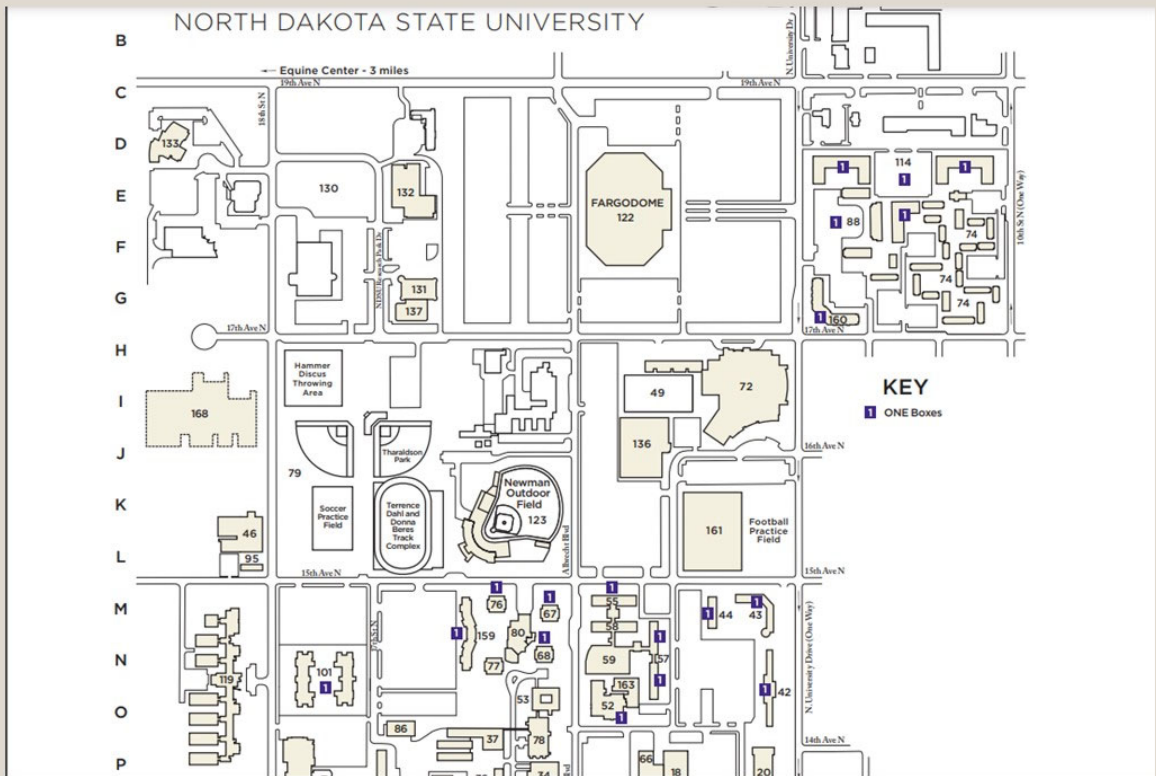
WEST VIRGINIA PARTNERSHIP



ONEbox training: <https://www.wvdii.org/naloxonetraining>

<https://www.wvdii.org/bto>





AMY.WERREMEYER@NDSU.EDU
ELIZABETH.SKROY@NDSU.EDU



ATTENDANCE



BACKGROUND

More than 6 million Americans age 12 and older have used a prescription drug nonmedically in the past month

Approximately 5,500 Americans misuse prescription medications for the first time everyday

Drug overdose is the leading cause of accidental death in the US

Taking more medication than prescribed

Taking medication for a different reason than why it was prescribed

Sharing or taking someone else's medication



MEDICATION MISUSE

SUPPORTIVE CONVERSATIONS

Recommended Language	Stigmatizing Language
Substance Use Disorder, Use/Misuse	Abuse, Drug Problem, Drug Habit
Has a [X] use disorder, Person who uses [X]	Addicted to [X], Addict, Druggie
In recovery	Sober
Resumed substance use	Relapsed
Withdrawal management	Detox



OPIOIDS

Class of medications primarily used to provide pain relief

Can lead to addiction even if taken as prescribed

Can be laced into other substances such as marijuana

Can be illegally made to look like other substances (candy)

Examples

- Oxycodone (OxyContin)
- Hydrocodone/Acetaminophen (Norco, Vicodin)
- Morphine
- Codeine
- Fentanyl
- Heroin



SIGNS OF AN OPIOID OVERDOSE

Unconscious or unable to wake up

Breathing slows or stops

Choking or gurgling noises

Body goes limp

Pale face

Purple/blue fingernails and lips



OVERDOSE ACTION STEPS

1. Call 911
2. Administer Naloxone if available
3. Move person into recovery position
4. Stay with person until help arrives

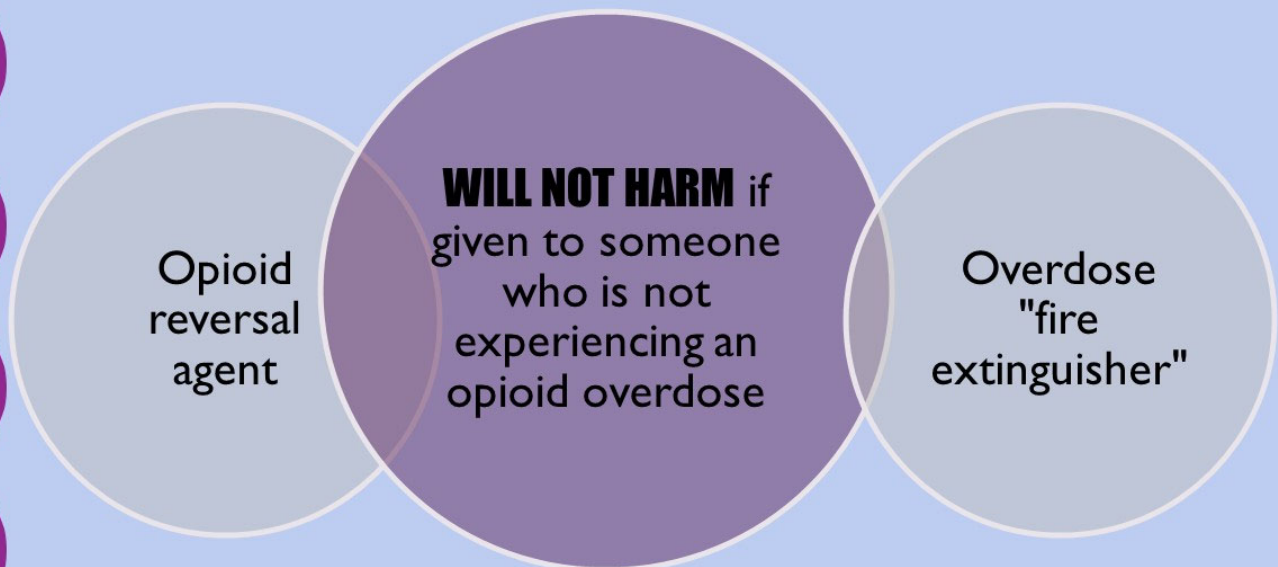


GOOD SAMARITAN LAW

ESTABLISHES THAT ANY PERSON WHO ATTEMPTS TO HELP A STRANGER SHOULD NOT BE FACED WITH LEGAL ACTION IN RESPONSE TO THEIR ACTIONS



NALOXONE



HOW TO USE NALOXONE



TAKE ACTION



[Naloxone Training](#)

