

# **Bylaws End of Year Report 2017-2018**

Members: Gennifer Baker, Wendy McCrory, and Frank Oakgrove

**FIRST:** The Learning Space Advisory Committee has been under the ad-hoc committee section of our agendas since it was started back in 2015. We decided it would be better suited under joint committees since it was formed as a joint committee and seems to be more than temporary at this time. The language for the committee definition was adopted from the original explanation of what the committee would be formed to do. This bylaw was approved by the senate in the October 4<sup>th</sup>, 2017 meeting. It is listed under joint committees within section VIII.

**Learning Space Advisory Committee:** one (1) staff senator will be elected to serve a one year term. This committee will provide advice to the Provost concerning the scheduling, use, renovation, and creations of learning spaces on campus. Learning spaces include classrooms, laboratories, study areas, computer labs, and other rooms where students learn and study.

**SECOND:** Staff Senate was also informed of the environmental sustainability joint committee with faculty and student senates was being disbanded by student government because of lack of participation. This was announced to the full senate in June 2017 and a few senators decided to get together to decide if it was worth continuing our own committee for sustainability or not. They decided it was and proposed new bylaws in March 2018. The new bylaws would change the committee from being a joint committee to being a standing committee. It will now be under section VIII, A.2.k. after being approved during the March 2018 meeting.

## **PROPOSED/APPROVED**

### Environmental Sustainability Committee

1. Raise awareness of environmental sustainability initiatives and concerns on campus and in our community.
2. Develop new strategies to educate the NDSU community on sustainability efforts.
3. Maintain a channel of communication about environmental sustainability with campus and community stakeholders.

## **PREVIOUS**

Was located under section VIII, A.4.b.

**Environmental Sustainability Committee:** two (2) staff senators will serve as members of the committee and be charged with developing new ways to provide recycling opportunities, evaluate the needs of sustainability on campus, research outside entities to help NDSU with our sustainability efforts and develop new strategies to educate NDSU students, staff, and faculty about our current and future sustainability options in conjunction with Student Government and Faculty Senate.

**LASTLY:** While working on the environmental sustainability bylaws, it was thought a few of the bylaws under staff recognition were procedural and didn't need to be in the bylaws defining what they do. After discussions with the staff recognition committee, it was decided the previous #3, #4, and #7 could all be removed as they were procedural or weren't being done anymore.

## **PREVIOUS**

Location in bylaws never changed.

### **Staff Recognition Committee**

- 1) Is represented by seven (7) to nine (9) members:
  - (a) Four (4) members are elected to a two-year term, one (1) from each broadband classification;
  - (b) The remaining three (3) to five (5) members are appointed by the Staff Senate president.
- 2) Selects award recipients for both individual and team awards:
  - (a) Ten (10) awards are presented to individuals based on broadbanded percentages at NDSU.
  - (b) One (1) team award is presented each year for one team of two (2) to ten (10) staff members.
  - (c) The committee reviews the guidelines for recognition awards to determine the percentage of awards to be selected from each NDSU broadband category.
- 3) Notifies each award recipient of program date and time.
- 4) Creates the award certificates and delivers them to the recognition program.
- 5) Administers Campus Kudos award.
- 6) Provides recognition to staff who are recipients of outside awards.
- 7) Forwards individual recipients to the Governor's Award for consideration.

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**BYLAW CHANGES WERE SUBMITTED FOR PROPER SIGNATURES  
FROM THE NDSU PRESIDENT AND ATTORNEY GENERAL  
REPRESENTATIVE TO MAKE THEM OFFICIAL.**