

NDSU STAFF SENATE

Agenda

Wednesday, February 7th, 2024

Prairie Rose – Memorial Union

Zoom - <https://ndsu.zoom.us/j/97168987528?from=addon>

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**
- II. Land Acknowledgement**
- III. Approval of Meeting Agenda**
- IV. Campus Kudos** by Kelly Todd
 - A. Victoria Roy – Trio – Upward Bound
 - B. Cody Goehring – Trio – Upward Bound
 - C. Christen Doe – Trio – Upward Bound
 - D. Angela Gross – College of Engineering
- V. Faculty Senate Report** by Warren Christiansen
- VI. Student Government Report** by Kaylee Weigel
- VII. Program**
 - A. Jolie Graybill (9:45 AM) – NDSU Libraries
 - B. Kathryn Kloby – (10:00 AM)
- VIII. Attendance Report** by Joshua Schroetter
- IX. President’s Report** by Kristi Steinmann
- X. New Business**
- XI. Old Business**
 - A. Shared Drive Transition
- XII. Senate Coordinating Council** by Fred Hudson
 - A. **Consent Agenda** – (policy details here: https://www.ndsu.edu/policy/senate_coordinating_council/)
 - 1. Policy 335 – Academic Integrity in Instructional Contexts-
 - 2. Policy 149 – Leave without Pay
 - B. **Input Agenda**
- XIII. Approval of Wednesday, January 3rd, 2023 Meeting Minutes**
- XIV. Treasurer’s Report** by Justin Swank
- XV. Staff Senate Executive Committee** by Kay Hopkins
- XVI. Advisors Comments** by Mark Genkinger
- XVII. Committee Business**
 - A. Public Relations Officer Report by Olivia Buller
 - B. President’s Cabinet by Kristi Steinmann
 - C. Elections by Fred Hudson
 - D. Legislative and Bylaws by Shiloh Susag/Maggie Latterell
 - E. Information Technology by Daniel Erichsen
 - F. **Scholarship by Corey Landowski**
 - G. Staff Development by Melisa Lamp
 - H. Staff Recognition by Nazrin Ferdousi / Kelly Todd

- I. **Campus Engagement by Olivia Buller**
 - J. Gunkelman Award by Jen Young / Amolia Schumacher
 - K. State Staff Senate by Emily Vieweg
 - 1. Campus Closures / Remote Work
 - L. Joint Committees
 - 1. Campus Space and Facilities by Ben Bernard
 - 2. Library by Alicia LaFerriere
 - 3. University Athletics by Corey Landowski
 - 4. Learning Space Advisory Committee by Emily Vieweg
 - M. Ad Hoc Committees
 - 1. Engagement/Service in Job Descriptions by Melissa Lamp
 - 2. University Business Hours by Shiloh Susag
 - N. **Day of Honor by Corey Landowski**
- XVIII. Announcements**
- A. New Student Programs
- XIX. Adjourn**

Scheduled meetings:

- Staff Senate: Wednesday, March 6th, 2023, 9:30 am by Zoom or Prairie Rose– Memorial Union
- Executive Committee: Wednesday, February 21st, 2023, 9:30 am by Zoom or Peace Garden – Memorial Union

Scheduled Program:

- March – Mike Ellingson, Campus Updates
- April – Senator Elections
- May – Executive & Committee Elections

Committee Reports Submitted through Qualtrics Form:

- 1) Public Relations Officer Report by Olivia Buller
 - Be sure to follow Staff Senate's Facebook page to see celebrations of Campus Kudos winners and other reminders.
- 2) Elections by Fred Hudson
 - No report.
- 3) Legislative and Bylaws by Shiloh Susag/Maggie Latterell
 - Three items will be presented at the March meeting.
 - A general update to Bylaws for grammatical corrections.
 - Addition of a committee for Diversity, Equity, and Inclusion
 - Addition of a Historian/Parliamentarian role as an elected position.
- 4) Information Technology by Daniel Erichsen
- 5) Scholarship by Corey Landowski
 - The committee is working on getting the Qualtrics application updated to get the application sent out as soon as possible for submissions.
- 6) Staff Development by Melisa Lamp
 - Staff Professional Development Committee has an upcoming event: Thursday, February 22, 2-4 pm., Puzzled Escape Experience. All staff are welcome; registration is required. See flier.
- 7) Staff Recognition by Nazrin Ferdousi / Kelly Todd
 - The NDSU Staff Recognition Awards Event is planned for April 18th from 1pm-2:30pm.
- 8) Campus Engagement by Olivia Buller
 - Thanks to those that partook in our first "Brain Break" Event, another is planned for Tuesday, April 9 in Meadowlark from 9:00am to 11:00am.
 - Emails will be going out soon announcing our Barry Hall Relaxation and Wellbeing Event - Tuesday, March 5th in the afternoon. Be sure to watch your emails to sign up for a massage slot.
- 9) Gunkelman Award by Jen Young / Amolia Schumacher
 - We have officially scheduled the Gunkelman Award Recognition Ceremony for May 1st at 3 pm! Mark your calendars and start thinking of who you might want to nominate!
- 10) State Staff Senate by Emily Vieweg
- 11) Joint Committees
 - Campus Space and Facilities by Jen Young
 - We haven't met since the last time but just wanted to remind people to go over my minutes from our November meeting that were attached to the December Staff Senate Minutes since Mike Ellingson will be the speaker at the March Staff Senate Meeting unless something changes between now and then.
 - Library by Alicia LaFerriere
 - No report.
 - University Athletics by Corey Landowski
 - No report.
 - Learning Space Advisory Committee by Emily Vieweg
- 12) Ad Hoc Committees
 - Engagement/Service in Job Descriptions by Melissa Lamp
 - University Business Hours by Shiloh Susag
 - Survey has been distributed to campus. It will run until Friday, 2/16. A reminder will go out next week.
- 13) Day of Honor by Corey Landowski
 - The NDSU Day of Honor event is scheduled to be held on Tuesday, February 13th at 2 PM in the Memorial Union along with through Zoom. The nomination window has since closed to allow the committee to get the programs for the event printed.



Puzzled Escape Experience



Join Puzzled Escape Room of Fargo & other NDSU Staff for a fun, interactive event of problem-solving and teambuilding.

When:
Thursday, February 22nd
2:00 - 4:00 p.m.

Where:
Oceti Sakowin Ballroom B, Memorial Union

Refreshments, puzzles, and engagement are all on the menu

Reserve your spot today using the QR Code



Sponsored by
Staff Senate
Hosted by the Staff
Senate Professional
Development
Committee

