

NDSU STAFF SENATE EXECUTIVE COMMITTEE MEETING MINUTES

May 16, 2012, 9:30 – 11:00 p.m.

Location: Electrical Engineering, Rm 217

I. Call Meeting to Order

LaDonna DeGeldere called meeting to order at 9:33 a.m.

Present were: Mary Asheim, Kelly Bisek, Wendy Clarin, Laura Dallmann, LaDonna DeGeldere, Colette Erickson, Tina Exner, Bill Lenarz, Kris Mickelson, Jodi Pierce and Liz Thompson.

II. Approval of the Agenda

MOTION: (Dallmann/Bisek) to approve the agenda as amended. MOTION CARRIED.

III. Approval of the May 2, 2012 Staff Senate minutes

MOTION: (Dallmann/Mickelson) to approve minutes as amended. MOTION CARRIED.

IV. Approval of the April 18, 2012 Staff Senate Executive Committee minutes

MOTION: (Bisek/Pierce) to approve minutes as amended. MOTION CARRIED.

V. Treasurer's Report – Christina Exner

Appropriated Fund - \$96.08

Agency Fund - \$690.23

Local Fund - \$8,126.40

VI. Membership Report – Jodi Pierce – (Attachment 1)

VII. Standing Committee Reports

- A. Bylaws – Kelly Bisek – Laura Dallmann to finish the mark-ups, including our additions/deletions and make it readable before forwarding it on to the committee to review at the June 20, 2012 meeting.
- B. Election – Laura Dallmann – Kris Mickelson submitted the year-end report which is attached. Schedule a meeting for August to practice Robert's Rules with Deven Styczynski. – (Attachment 2)
- C. Legislative – LaDonna DeGeldere
- D. Program - Jodi Pierce
- E. Public Relations – Mary Asheim
- F. Scholarship – Wendy Clarin – Matt Chaussee put the winners of the scholarships forward to the committee. Fall Event (Raffle) planning is underway.
- G. Staff Development – Jodi Pierce
- H. Staff Recognition – LaDonna DeGeldere
- I. Valentine's Ball – Kris Mickelson – Vicki Miller has the date set up for the coming years Valentine Ball. We need to contact her for the information.
- J. Gunkelman Award – Bill Lenarz – Report went to It's Happening at State. Sending thank you cards out to the President's Cabinet. Noah McBroom is the student that won the award.

VIII. Other Committee Reports

- A. NDUS Staff Senate – the committee met on Monday, May 14, 2012 on WIMBA. Next meeting is June 13, 2012.
- B. COSE – Laura Dallmann – met on April 24, 2012. Vicki Miller won the fish award. We will recognize her at the June Staff Senate Meeting.
- C. Senate Coordinating Committee – No policies for input or information.
- D. Traffic Issues Committee – no report
- E. Senate Committee Review – discussed proposed changes to the Public Relations Committee. Start an ad hoc committee in June for the Homecoming Week Activities. Create a priority list for the Public Relations committee. Staff Appreciation Day needs to be a bigger event than it has been in the past. Suggestion to discontinue the messenger and focus on the Staff Appreciation Day event more.
- F. Bison Day of Honor – Kris Mickelson – the committee will be meeting in the next few weeks. They will be putting a proposal together.

IX. President's Cabinet

The Executive Committee decided that we would submit the President, Past President and President Elect for President Bresciani to select from as a member of the President's Cabinet. This is the same procedure that they used last year. LaDonna has already sent the names forward. Names forwarded were Laura Dallmann, LaDonna DeGeledere and Kelly Bisek. They have not heard yet which person was chosen for the cabinet.

X. Unfinished Business

A. Marketplace Use - tabled

XI. New Business

A. Advisory Board - tabled

B. FORWARD Survey –Laura Dallmann to research which survey program we should use to send this FORWARD Survey. (Attachment 3)

C. Staff Listserv Suggestion

XII. Future Discussion

Bus Escape Day – add to June Meeting Agenda.

XIII. Advisor Comments

XIV. President's Comments

XV. Announcements

Colette will be gone for a few weeks. Staff Senate would like to have a representative from HR for advisory.

XVI. Adjourn

LaDonna DeGeldere adjourned the meeting at 11:13 a.m.

Next Meeting: *Staff Senate – June 6, 2012 at 9:30am, in the MU, Arikara Room*
Staff Senate Exec – June 20, 2012 at 9:30am, in Ceres Hall, Rm 312

Senator		J	J	A	S	O	N	D	J	F	M	A	M	
Andrea	Abrahamson	X	-	-	X	X	X	P	X	P			A	
Vince	Anderson	X	-	-	X	X	X	X	X	X	X	X	X	
Mary	Asheim	X	N	N	X	X	X	X	X	X	X	X	X	
Angela	Bachman							X	X	X	X	X	X	
Katherine	Backen-Andersen	X	O	O	X	X	X	X	X	X		X	X	
Gennifer	Baker	X	-	-	X	X	X	X	X	A	X	X	X	
Robert	Barclay	X	M	M	X	A	X	A	X	X	X		X	
Jenny	Beam	X	E	E	X	X	P	X	A	X	X	X	X	
Kelly	Bisek	X	E	E	X	X	X	X	X	X	X	X	X	
Janis	Bork	P	T	T	X	X	X	X	X	X	X	X	X	
Joshua	Boschee	X	I	I	No longer at NDSU									
Sheila	Boyda	W	N	N	A	P	X	X	X	X	X	X	X	
Letha	Cattanach	X	G	G	X	X	X	X	X	X	X	X	X	
Matthew	Chaussee	X	-	-	P	X	X	X	X	X	X	X	X	
Wendy	Clarín	X	-	-	W	X	P	X	X	X	X	P	X	
Laura	Dallmann	X	-	-	X	X	X	X	X	X	X	X	X	
Cole	Davidson	X	-	-	X	P	X	X	X	A	X	A	X	
Robin	Davis	X	-	-	W	X	P	A	Resigned as Senator					
LaDonna	DeGeldere	X	-	-	X	X	X	P	X	X	X	X	X	
Marilyn	Dowdy	X	-	-	X	X	X	X	P	X	X	X	X	
Lynn	Ehlen	X	-	-	X	X	X	X	X	X	X	X	X	
Jeanne	Erickson	X	-	-	X	X	X	X	X	X	X	X	X	
Ron	Fingarson	X	-	-	X	P	X	P	X	A	P	X	A	
Perry	Flaten	X	-	-	X	A	X	X	X	X	X	X	X	
Kate	Fluge	No longer at NDSU												
Wendy	Gibson	Elected in Sept			X	X	X	X	X	X	X	X	X	X
Cathy	Giddings	Elected in January							X	X	X	X	X	
Debra	Haney	X	-	-	X	X	X	X	X	X	X	X	X	
Carole	Huber	X	N	N	W	X	X	X	X	X	X	X	X	
Carol	Jergenson	A	O	O	X	P	X	X	X	X	P		X	
Brian	Kennedy	X	-	-	X	X	X	P	X	X	X	X	X	
Natalie	Leer	W	-	-	X	A	X	X	X	A	X	X	X	
William	Lenarz	X	-	-	P	A	X	X	X	X		P	X	
Chad	Lindberg	X	-	-	X	A	A	X	X	X		X	X	
Amanda	Lindseth	A	-	-	A	No longer at NDSU								
Jerie	Little	X	-	-	X	X	X	X	X	X	X	X	X	
Jan	Lofberg	W	-	-	Resigned as a Senator									
Brandon	Marback	X	-	-	X	X	X	X	X	X	X	X	X	
Galen	Mayfield	X	-	-	X	P	P	X	X	Resigned as senator				
Timothy	McCue	X	M	M	X	P	X	X	X	X	P	X	X	
Kristy	Mickelson	X	E	E	X	X	X	X	A	X	X	X	X	
Kay	Modin	X	E	E	M	M	P	P	P	P		Retired		

Senator		J	J	A	S	O	N	D	J	F	M	A	M	
April	Moser	X	T	T	X	X	X	X	X	X	X	P	A	
Vance	Olson	X	I	I	X	X	X	X	X	X	X	X	X	
Megan	Paradis	X	N	N	X	P	X	X	X	X	X	X	X	
Shauna	Pederson	X	G	G	X	X	X	X	A	X	X	X	X	
Jodi	Pierce	X	-	-	X	X	X	X	X	X	X	P	X	
Rita	Prunty	P	-	-	X	X	X	X	X	Retired				
Lori	Rezac	Elected in November					X	X	X	X				A
CeCe	Rohwedder	P	-	-	X	P	X	P	X	X	X	P	P	
Paula	Schneider	X	-	-	X	X	X	X	X	X	X	X	X	
Angela	Seewald-Marquardt	X	-	-	A	X	X	X	X	X	X	X	X	
Anna	Sheppard	X	N	N	X	X	X	X	X	X	X	X	X	
Mary	Sinner	X	O	O	X	X	X	X	X	P	X	P	X	
Deven	Styczynski	Elected in November					X	X	X	X	X	X	X	X
Dale	Summers	X	M	M	X	X	X	X	X	X	X	X	X	
Elizabeth	Thompson	X	T	T	X	X	X	P	X	X	X	X	X	
Janine	Trowbridge	X	G	G	X	X	X	X	A	X	X	X	X	
Jeri	Vaudrin	X	-	-	X	X	P	X	X	P	X	A	X	
Sheila	Watson	P	-	-	X	X	X	X	X	X	P	P	X	
Elizabeth	Worth	X	-	-	X	P	X	X	X	X	X	X	X	

A – Absent

Ex – Excused

M – Medical

P – Proxy

W – work conflict

X – Present

Election Committee Report – May 2012

The positions for election have been posted on the Staff Senate webpage and two emails were sent to the membership for information. Arrangements have been made to use the Personal Response system with the help of Luke Prather for the May meeting.

The election of officers and committee positions:

Executive:

- a) Vice President/President Elect - one (1) Staff Senator
- b) Treasurer - one (1) Staff Senator
- c) Communication officer - one (1) Staff Senator
- d) Members-at-Large of the Executive Committee - three (3) Staff Senators

State Staff Senate:

- a) Elect one (1) Staff Senator
- b) Elect one (1) Staff Senator, complete current term- 2 yrs. remain

Senate Coordinating Council Committees

- a) Campus Space and Facilities Committee: three (3) Staff Senators
- b) Library Committee: two (2) Staff Senators
- c) University Athletics Committee: two (2) Staff Senators
- d) Staff Recognition Committee: one (1) Staff Senator from the 1000/3000 band

Other:

- a) COSE board: one (1) Staff Senator - term from 1/1/13 - 12/31/15
- b) FORWARD Representative – one (1) Staff Senator

The committee wishes to thank all the senators for participating in the election process.

Respectfully,

The Election Committee

NDSU Advance FORWARD
Center for Science and Math Education
NDSU Dept. 2780, 314A Family Life Center
P.O. Box 6050, Fargo, ND 58108-6050
Tel: (701) 231-6357; Fax: (701) 231-5924

Please read the following and click the “Next” button below if you agree to participate in this study.

Thank you for your willingness to participate in this research study conducted by NDSU Advance FORWARD’s Task Force on Women with Disabilities. The survey questions are meant to gather information about knowledge and perceptions of NDSU’s policies, procedures, and environment regarding staff with disabilities. According to the Americans with Disabilities Act, the term “disability” means: with respect to an individual (A) a physical or mental impairment that substantially limits one or more major life activities of such individual; (B) a record of such an impairment; or (C) being regarded as having such an impairment. This includes cognitive disabilities (e.g., learning disabilities like ADHD and dyslexia), physical disabilities (including visible disabilities such as amputation, and hidden/nonvisible disabilities such as heart disease or seizure disorders), and psychological disabilities (e.g., generalized anxiety or bipolar disorder).

Completing and submitting this survey indicates that you have agreed to participate in this the study. To participate in this study you must be 18 or older. Participation in this study is voluntary. Should you choose not to respond to some of the questions, you can still submit the survey and your responses will be counted. On the other hand, you may exit the survey at any time; if you do so, we will not retain any of your responses. All possible identifying information that you provide is strictly confidential. The researchers have taken all reasonable safeguards to minimize any confidentiality risks for study participants. The results will be made available in a report posted on NDSU’s Advance FORWARD web site.

While you may not receive any direct benefits from participating, this research will help us understand knowledge and perceptions of NDSU’s policies, procedures, and environment regarding employees with disabilities. If you have any questions about this study or wish to withdraw from this study at any time, please contact Sean Sather-Wagstaff at (701)231-8105, sean.sather-wagstaff@ndsu.edu or Jane Schuh at (701)231-7841, jane.schuh@ndsu.edu. If you have any questions about your rights as a study participant or to report a complaint, please contact the NDSU Human Research Protection Program at (701)231-8908, ndsu.irb@ndsu.edu.

Thank you again for your participation in this study.

Advance FORWARD Survey

By clicking on "Next" you are agreeing to participate in this study and are verifying that you are at least 18 years old.

Next <weblink/button>

Are you currently in a North Dakota State University benefitted staff position? Please select one response only.

- Yes
- No

What is your job band is your position in at NDSU? Please select one response only.

- 1000 job band (Director/Associate Director/Manager)
- 3000 job band (Professional)
- 4000 job band (Technical/Paraprofessional)
- 5000 job band (Office Support)
- 6000 job band (Crafts/Trades)
- 7000 job band (Service)
- Other, please specify: <textbox>

Do you supervise employees?

- Yes
- No

Next <button>

Do you know what procedures/policies to follow if an employee requests an accommodation/adjustment for a disability? Please select one response only.

Advance FORWARD Survey

[This question will only be posed for respondents who identify a Supervisor.]

- yes
- no
- not sure
- n/a

explain <textbox>

Do you know where to get information about NDSU procedures/policies if an employee requests an accommodation/adjustment for a disability? Please select one response only.

[This question will only be posed for respondents who identify as a Supervisor.]

- yes
- no
- not sure
- n/a

explain <textbox>

Do you have any experience working with employees with disabilities or conditions that required accommodation/adjustment? Please select one response only.

[This question will only be posed for respondents who identify a Supervisor.]

- yes
- no
- n/a
- not sure

Please elaborate on your response to the previous question. What is the nature of the disabilities or conditions? What accommodation/adjustment did you make? Was the accommodation/adjustment helpful? Why or why not? Remember

Advance FORWARD Survey

that this survey is completely anonymous. We ask these questions to better understand NDSU's climate toward employees with disabilities. <textbox>

[This question will only be posed for respondents who identify a Supervisor.]

Do you know what procedures/policies to follow to request accommodation/adjustment for yourself in case you were diagnosed with a disability? Please select one response only.

[This question will only be posed for respondents who do not identify a Supervisor.]

- yes
- no
- not sure
- n/a

explain <textbox>

Do you know where to get information about NDSU procedures/policies to request accommodation/adjustment for yourself in case you were diagnosed with a disability? Please select one response only.

[This question will only be posed for respondents who do not identify as a Supervisor.]

- yes
- no
- not sure
- n/a

explain <textbox>

Next <button>

Questions on this page ask about *accessibility* in your department or unit and at NDSU as a whole.

A list of campus accessibility indicators is included at the bottom of the page.

Advance FORWARD Survey

How accessible is your department or unit for employees with disabilities? Please select one response only.

- very accessible
- somewhat accessible
- not very accessible
- not accessible at all
- no basis for evaluation

Please elaborate on your evaluation. What is being done well in this regard? What could be done differently or better?

<textbox>

How accessible is NDSU as a whole for employees with disabilities? Please select one response only.

- very accessible
- somewhat accessible
- not very accessible
- not accessible at all
- no basis for evaluation

Please elaborate on your evaluation. What is being done well in this regard? What could be done differently or better?

<textbox>

Next <button>

CAMPUS ACCESSIBILITY INDICATORS (slightly modified from Building Capacity for a Welcoming and Accessible Postsecondary Institution, Dr. Sheryl Burgstahler, ed.)

1. Institution-level mission, vision and values statements are inclusive of all people including employees with disabilities.
2. Employee disability is included in campus discussions of and training on diversity and special populations.
3. Policies, procedures and practices are regularly reviewed for barrier removal and inclusivity of employees with a diverse range of characteristics, including disability.

Advance FORWARD Survey

4. Administration and managers/supervisors are trained and empowered to take action around disability and universal design issues.
5. Employees with disabilities are visible (even if their disabilities are not) on campus including in positions of power and authority.
6. Budgeting reflects the reality of the cost of applying universal design and of accommodating current and prospective employees with disabilities.
7. Campus publications, websites, marketing and public relations include images and content related to disabilities.
8. Campus publications and websites, including web-based courses, meet established accessibility standards.
9. All campus facilities and other spaces are physically accessible.

Questions on this page ask about supportiveness in your *department or unit*.

A list of campus accessibility indicators is included at the bottom of the page.

How supportive is your department or unit for employees with *cognitive* disabilities? Please select one response only.

- very supportive
- somewhat supportive
- not very supportive
- not supportive at all
- no basis for evaluation

Please elaborate on your evaluation. What is being done well in this regard? What could be done differently or better?
<textbox>

How supportive is your department or unit for employees with *physical* disabilities? Please select one response only.

- very supportive
- somewhat supportive
- not very supportive
- not supportive at all
- no basis for evaluation

Advance FORWARD Survey

Please elaborate on your evaluation. What is being done well in this regard? What could be done differently or better?
<textbox>

How supportive is your department or unit for employees with *psychological* disabilities? Please select one response only.

- very supportive
- somewhat supportive
- not very supportive
- not supportive at all
- no basis for evaluation

Please elaborate on your evaluation. What is being done well in this regard? What could be done differently or better?
<textbox>

Next <button>

Questions on this page ask about supportiveness at *NDSU as a whole*.

How supportive is NDSU as a whole for employees with *cognitive* disabilities? Please choose one response only.

- very supportive
- somewhat supportive
- not very supportive
- not supportive at all
- no basis for evaluation

Please elaborate on your evaluation. What is being done well in this regard? What could be done differently or better?
<textbox>

How supportive is NDSU as a whole for employees with *physical* disabilities? Please choose one response only.

Advance FORWARD Survey

- very supportive
- somewhat supportive
- not very supportive
- not supportive at all
- no basis for evaluation

Please elaborate on your evaluation. What is being done well in this regard? What could be done differently or better?

<textbox>

How supportive is NDSU as a whole for employees with *psychological* disabilities? Please choose one response only.

- very supportive
- somewhat supportive
- not very supportive
- not supportive at all
- no basis for evaluation

Please elaborate on your evaluation. What is being done well in this regard? What could be done differently or better?

<textbox>

Next <button>

Questions on the next two pages ask about your *immediate supervisor*.

How accommodating is your immediate for employees with *cognitive* disabilities? Please select one response only.

- very accommodating
- somewhat accommodating
- not very accommodating
- not accommodating at all

Advance FORWARD Survey

- no basis for evaluation

Please elaborate on your evaluation. What is being done well in this regard? What could be done differently or better?
What additional information should NDSU provide for supervisors? <textbox>

How accommodating is your immediate supervisor for employees with *physical* disabilities? Please select one response only.

- very accommodating
- somewhat accommodating
- not very accommodating
- not accommodating at all
- no basis for evaluation

Please elaborate on your evaluation. What is being done well in this regard? What could be done differently or better?
What additional information should NDSU provide for supervisors? <textbox>

How accommodating is your immediate supervisor for employees with *psychological* disabilities? Please select one response only.

- very accommodating
- somewhat accommodating
- not very accommodating
- not accommodating at all
- no basis for evaluation

Please elaborate on your evaluation. What is being done well in this regard? What could be done differently or better?
What additional information should NDSU provide for supervisors? <textbox>

Next <button>

Advance FORWARD Survey

How respectful of privacy is your immediate supervisor with respect to accommodation/adjustment for employees with *cognitive* disabilities? Please select one response only.

- very respectful of privacy
- somewhat respectful of privacy
- not very respectful of privacy
- not respectful of privacy at all
- no basis for evaluation

Please elaborate on your evaluation. What is being done well in this regard? What could be done differently or better?
What additional information should NDSU provide for supervisors? <textbox>

How respectful of privacy is your immediate with respect to accommodation/adjustment for employees with *physical* disabilities? Please select one response only.

- very respectful of privacy
- somewhat respectful of privacy
- not very respectful of privacy
- not respectful of privacy at all
- no basis for evaluation

Please elaborate on your evaluation. What is being done well in this regard? What could be done differently or better?
What additional information should NDSU provide for supervisors? <textbox>

Advance FORWARD Survey

How respectful of privacy is your immediate with respect to accommodation/adjustment for employees with *psychological* disabilities? Please select one response only.

- very respectful of privacy
- somewhat respectful of privacy
- not very respectful of privacy
- not respectful of privacy at all
- no basis for evaluation

Please elaborate on your evaluation. What is being done well in this regard? What could be done differently or better?
What additional information should NDSU provide for supervisors? <textbox>

Next <button>

Advance FORWARD Survey

Questions on the next two pages ask about NDSU *administration* (e.g., Directors, Deans Offices, Provost's Office, Vice Presidents' Offices, President's Office).

How accommodating is NDSU administration for employees with *cognitive* disabilities? Please select one response only.

- very accommodating
- somewhat accommodating
- not very accommodating
- not accommodating at all
- no basis for evaluation

Please elaborate on your evaluation. What is being done well in this regard? What could be done differently or better?
What additional information should NDSU provide for administrators? <textbox>

How accommodating is NDSU administration for employees with *physical* disabilities? Please select one response only.

- very accommodating
- somewhat accommodating
- not very accommodating
- not accommodating at all
- no basis for evaluation

Please elaborate on your evaluation. What is being done well in this regard? What could be done differently or better?
What additional information should NDSU provide for administrators? <textbox>

How accommodating is NDSU administration for employees with *psychological* disabilities? Please select one response only.

- very accommodating
- somewhat accommodating
- not very accommodating

Advance FORWARD Survey

- not accommodating at all
- no basis for evaluation

Please elaborate on your evaluation. What is being done well in this regard? What could be done differently or better?
What additional information should NDSU provide for administrators? <textbox>

Next <button>

How respectful of privacy is NDSU administration with respect to accommodation/adjustment for employees with *cognitive* disabilities? Please select one response only.

- very respectful of privacy
- somewhat respectful of privacy
- not very respectful of privacy
- not respectful of privacy at all
- no basis for evaluation

Please elaborate on your evaluation. What is being done well in this regard? What could be done differently or better?
What additional information should NDSU provide for administrators? <textbox>

How respectful of privacy is NDSU administration with respect to accommodation/adjustment for employees with *physical* disabilities? Please select one response only.

- very respectful of privacy
- somewhat respectful of privacy
- not very respectful of privacy
- not respectful of privacy at all
- no basis for evaluation

Please elaborate on your evaluation. What is being done well in this regard? What could be done differently or better?
What additional information should NDSU provide for administrators? <textbox>

Advance FORWARD Survey

How respectful of privacy is NDSU administration with respect to accommodation/adjustment for employees with *psychological* disabilities? Please select one response only.

- very respectful of privacy
- somewhat respectful of privacy
- not very respectful of privacy
- not respectful of privacy at all
- no basis for evaluation

Please elaborate on your evaluation. What is being done well in this regard? What could be done differently or better? What additional information should NDSU provide for administrators? <textbox>

Next <button>

Questions on the next two pages deal with NDSU policies and procedures for employees, such as:

100.1: Nondiscrimination on the Basis of Disabilities and Reasonable Accommodation <weblink>

168: Reasonable Accommodation on the Basis of Disability - Guidelines for Employee Requests <weblink>

How inclusive are NDSU policies and procedures for employees with *cognitive* disabilities? Please select one response only.

- very inclusive
- somewhat inclusive
- not very inclusive
- not inclusive at all
- no basis for evaluation

Please elaborate on your evaluation. What is being done well in this regard? What could be done differently or better? What changes should be made to NDSU policies and procedures? <textbox>

How inclusive are NDSU policies and procedures for employees with *physical* disabilities? Please select one response only.

Advance FORWARD Survey

- very inclusive
- somewhat inclusive
- not very inclusive
- not inclusive at all
- no basis for evaluation

Please elaborate on your evaluation. What is being done well in this regard? What could be done differently or better?
What changes should be made to NDSU policies and procedures? <textbox>

How inclusive are NDSU policies and procedures for employees with *psychological* disabilities? Please select one response only.

- very inclusive
- somewhat inclusive
- not very inclusive
- not inclusive at all
- no basis for evaluation

Please elaborate on your evaluation. What is being done well in this regard? What could be done differently or better?
What changes should be made to NDSU policies and procedures? <textbox>

Next <button>

How clear are NDSU policies and procedures for employees with *cognitive* disabilities? Please select one response only.

- very clear
- somewhat clear
- not very clear
- not clear at all
- no basis for evaluation

Advance FORWARD Survey

Please elaborate on your evaluation. What is being done well in this regard? What could be done differently or better?
What changes should be made to NDSU policies and procedures? <textbox>

How clear are NDSU policies and procedures for employees with *physical* disabilities? Please select one response only.

- very clear
- somewhat clear
- not very clear
- not clear at all
- no basis for evaluation

Please elaborate on your evaluation. What is being done well in this regard? What could be done differently or better?
What changes should be made to NDSU policies and procedures? <textbox>

How clear are NDSU policies and procedures for employees with *psychological* disabilities? Please select one response only.

- very clear
- somewhat clear
- not very clear
- not clear at all
- no basis for evaluation

Please elaborate on your evaluation. What is being done well in this regard? What could be done differently or better?
What changes should be made to NDSU policies and procedures? <textbox>

Next <button>

What could NDSU be doing to better *recruit* employees with cognitive, physical, and/or psychological disabilities?

<textbox> What could NDSU be doing to better *retain* employees with cognitive, physical, and/or psychological

disabilities? <textbox>

Advance FORWARD Survey

What could NDSU be doing to better *promote/advance* employees with cognitive, physical, and/or psychological disabilities?

<textbox>

Currently, employee disability accommodations/adjustments are handled by an office separate from Student Disability Services. In your opinion, how and where should employees accommodations/adjustments be handled? Please explain the reasons for your response.

Next <button>

Do you have (or have you had) a cognitive disability or condition that requires accommodation/adjustment? Please select one response only.

- yes
- no
- not sure
- prefer not to answer

If you feel comfortable doing so, please elaborate on your response to the previous question. What is the nature of your cognitive disability or condition? What accommodation/adjustment was made? Was the accommodation/adjustment helpful? Why or why not? Remember that this survey is completely anonymous. We ask these questions to better understand NDSU's climate toward employees with disabilities. <textbox>

Do you have (or have you had) a physical disability or condition that requires accommodation/adjustment? Please select one response only.

- yes
- no
- not sure
- prefer not to answer

If you feel comfortable doing so, please elaborate on your response to the previous question. What is the nature of your physical disability or condition? What accommodation/adjustment was made? Was the accommodation/adjustment helpful? Why or why not? <textbox>

Advance FORWARD Survey

Do you have (or have you had) a psychological disability or condition that requires accommodation/adjustment? Please select one response only.

- yes
- no
- not sure
- prefer not to answer

If you feel comfortable doing so, please elaborate on your response to the previous question. What is the nature of your psychological disability or condition? What accommodation/adjustment was made? Was the accommodation/adjustment helpful? Why or why not? <textbox>

Next <button>

Do you have (or have you had) a cognitive disability or condition that qualifies for an accommodation/adjustment that you have not requested? Please select one response only.

- yes
- no
- not sure
- prefer not to answer

If you feel comfortable doing so, please elaborate on your response to the previous question. What is the nature of your cognitive disability or condition? Why did you not request an accommodation/adjustment? <textbox>

Do you have (or have you had) a physical disability or condition that qualifies for an accommodation/adjustment that you have not requested? Please select one response only.

- yes
- no
- not sure
- prefer not to answer

Advance FORWARD Survey

If you feel comfortable doing so, please elaborate on your response to the previous question. What is the nature of your physical disability or condition? Why did you not request an accommodation/adjustment? <textbox>

Do you have (or have you had) a psychological disability or condition that qualifies for an accommodation/adjustment that you have not requested? Please select one response only.

- yes
- no
- not sure
- prefer not to answer

If you feel comfortable doing so, please elaborate on your response to the previous question. What is the nature of your psychological disability or condition? Why did you not request an accommodation/adjustment? <textbox>

Next <button>

Personal Demographics

As always, responses to the following questions will be kept confidential. Information from this survey will be presented in aggregate form so that individual respondents cannot be identified.

What is your gender? Please select one response only.

- Male
- Female
- Transgender

What is your race/ethnicity? Check all that apply.

- Southeast Asian
- Other Asian/Pacific Islander
- Black/African American, not of Hispanic origin
- Hispanic
- Native American (American Indian or Alaskan Native)

Advance FORWARD Survey

- White, not of Hispanic origin
- Other, please specify: <textbox>

Are you a U.S. citizen? Please select one response only.

- Yes
- No

What is your highest degree attained? Please select one response only.

- Ph.D.
- M.D.
- D.V.M.
- J.D.
- M.A./M.S.
- Ed.D.
- Other, please list: <textbox>

What division do you work in? Please select one response only.

- President
- University Relations
- Student Affairs
- Academic Affairs
- Equity, Diversity and Global Outreach
- Information Technology
- Agriculture
- Research, Creative Activities, and Technology Transfer

Next <button>

What topics/questions would you like discussed at an open forum on the subject of employees with disabilities?

<textbox> Please use this space to give us any further information or comments that you feel are relevant to this survey.

<textbox> Submit survey <button>

Advance FORWARD Survey

Thank you for responding to this survey.

Further information about Services for Employees with Disabilities can be found at the following website:

<weblink> Do not hesitate to contact any member of the Task Force with questions or concerns about this.

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