

Minutes of the February 10, 1999 Meeting

NDSU STAFF SENATE

NEXT MEETING
Wednesday, March 10, 1999
9:30 a.m. - 10:30 a.m.

Prairie Rose, Memorial Union

Full Staff Senate mtgs will be held the second Wednesday of each month at 9:30 a.m.
Executive Committee will meet on the last Wednesday of the month. The next two
Executive meetings will be February 24, 1999, and March 31, 1999
at 9:30 a.m. in the Atrium Conference Room, Memorial Union

All classified staff are encouraged to attend

1. CALL TO ORDER

President Nancy Olson called the meeting to order.

2. ANNOUNCEMENTS

- 2.1 Senators were reminded to check off their name on the sheet provided. Senators unable to attend a meeting should notify Cheryl Cicha, 231.7912, ccicha@badlands.nodak.edu. If you are unable to attend, a substitute should be sent in their place who will sign in representing them and have full voting privileges.
- 2.2 The new NDSU President will be on campus early in March and early in April. He will take over his duties on June 1st.
- 2.3 Modem Pool Issue
The University Senate has set up a LISTSERV to get input and discuss the issues concerning the modem pool. If you would like to sign up or review the discussion, you can find more information at <http://listserv.nodak.edu/archive/ndsu-dialin.html>

3. PROGRAM

- 3.1 President Fischer was scheduled to be here today to give us a Legislative Update, but he was detained at the last minutes. He does what to remind anyone who is planning on testifying in Bismarck, please let his office know.
- 3.2 Dr. Tim Kloberdanz, Associate Professor, NDSU
"Diversity and Diversity within North Dakota" -- There is tremendous diversity in North Dakota. Beyond Germans, Norwegians and Native Americans, there are at least seventy distinct cultures in North Dakota.

Suggested Readings:

- "Plains Folk : North Dakota's Ethnic History" by William Sherman
- "North Dakotas Indian Heritage" by Mary Jane Schneider
- "African-Americans in North Dakota" by Thomas P. Newgaard
- "American Daughter" by Era Bell Thompson

4. APPROVAL OF MINUTES

Dan Chihos made a motion to approve the Minutes from the January 13, 1999, meeting. Gene Blumhardt seconded the motion. Motion approved.

5. TREASURER'S REPORT

Treasurer Norma Ackerson reported (Norma was not present, her substitute presented the report) that the balance in our funds as of January 31, 1999 are as follows: Trust Fund #1725 = \$1,879.96; Appropriated Funds #3746 = \$2,458.99. Before committing funds, please consult with Treasurer Norma Ackerson (1-9495) or President Nancy Olson (1-7100). Please submit all remaining bills promptly.

6. STAFF SENATE COMMITTEE REPORTS

- 6.1 By-Laws (Arlen Kurtti) No Report
- 6.2 Election (Allyn Kostecki) We do have a few empty positions (including Roger Grimm's). Since the Spring elections are coming soon, it was the recommendation of the Executive Committee to fill these positions with the Spring Elections
- 6.3 Legislative (John Osborne) They are currently watching six different bills:
 - HB1228 – Requires pre-filed bills for state employee raises (Defeated in the House)
 - HB1174 – Allows employee suggestion incentive rewards to cover cost savings in other agencies and provides for supervisors to share in the award. (Passed the House, Introduced in the Senate)
 - HB1257 – Create an alternative defined contribution retirement plan for non-classified state employees. (Passed the House, Introduced in the Senate)
 - SB2015 – Appropriates \$5,400,000 for equity compensation adjustments for classified state employees (Section 6). Provides \$35 minimum per month raises for both years of the biennium with 3% each year of the biennium overall raises (Section 7).
The 3% increase has been reduced to 2% due to the increase in the health insurance premiums. (Introduced in the Senate)
 - SB2171 – Increases the PERS multiplier from .77% to .89% and allows retirement plan rollovers to PERS. (Passed the Senate, Introduced in the House)
 - SB2191 – Creates state mandatory collective bargaining act. (Introduced in the Senate)If you want any additional information on these bills or any other bills, you can find the information online at <http://www.state.nd.us/lr/99access.html> or if you are a state resident you can dial 1-888-ND-LEGIS (1-888-635-3447).
- 6.4 Program (Lori Lymburner) They are shifting the program schedule around a bit in an effort to provide some information on some current campus interests. For the March meeting, they will have a panel with Val Tareski, University Senate and Associate Professor in the EE, and Bonnie Neas, Director of ITS. They will be discussing the current modem pool issue.
- 6.5 Public Relations (Dan Chihos) No Report
- 6.6 Scholarship (Cheryl Cicha) They are reviewing the application forms for the scholarships and will start advertising soon.
- 6.7 Staff Development/Small Grant (Janet Stringer) "Feel like a Million" will be ending this week with an open house for the participants on March 3rd.
- 6.8 Executive Committee (Nancy Olson) She had a conversation with the Staff Senate President at UND and he has suggested having a "Joint Staff Senate" meeting with the other Staff Senates in the state in May.

7. UNIVERSITY SENATE COMMITTEES

- 7.1 Campus Space & Facilities (Jane Lessard) No Report
- 7.2 Computer Planning & Goals (Dan Chihos)
 - 7.2.1 Modem Pool – CPG feels that ITS is more concerned the financial side of the problem, CPG would like to look at the effects on the campus. CPG has setup a LISTSERV for those who might be interested in taking part in the discussion. To sign up to the LISTSERV or to review the comments that have already been made, you can do both at <http://listserv.nodak.edu/archives/ndsu-dialin.html>.
 - 7.2.2 Windows 3.1 support – ITS has asked if the Help Desk and on-campus support for Windows 3.1 could be dropped. Windows 95 has been out for many years, there are not many machines left on campus, the new people that are getting hired are not as familiar with Windows 3.1 as they are with Windows 95.

- 7.3 University Athletics (Sharon Morgan) She has made some contact as to why the meetings have not been held.
- 7.4 Library (Char Myhre) Will be meeting this Friday, the focus will be on the Serials review for the next biennium, it looks like they will be canceling many subscriptions again. It will be the responsibility of this committee to make the recommendation. If you are interested in what is going on, there is a Y2K Serials Review link off the Library's Home page (<http://www.lib.ndsu.nodak.edu>).
- 7.5 Scheduling & Registration (Gene Blumhardt) No Report
- 7.6 Executive (Nancy Olson) Meet Monday afternoon and Modern Pool and Intellectual Property were discussed.

8. COUNCIL OF STATE EMPLOYEES (COSE)

Meet in January at the President's House in Valley City. They could not do a lot of business at the meeting, since there were not enough members present for a quorum. The next meeting will in April 21 at the State School of the Blind in Devils Lake.

If you are interested in purchasing a jacket, shirt or sweatshirt, please contact Sharon (1-7739).

9. POLICY COORDINATION COMMITTEE (PCC): Dan Chihos No Report

10. Advisor Comments - Teri Thorsen:

Broadbanding – They are working hard on this. These are the current ideas and MAY CHANGE in the future.

Currently, there will be 'Job Bands:' derived around the current definitions of the large job groups that we already have. Each "Job Band" will be broken into "Sub-bands", this is needed for Affirmative Action reporting. Each "Sub-band" will have "Job Families", these will be designed to correspond to market data.

Job Description will still be needed, they will be used to decide which "Job Family" the job will fit into.

Questions:

"What is the relationship between Broadbanding and performance reviews?"

There really will not be any change in how that currently works.

"How many 'Job Families' will there be?"

We don't know yet, we have gathered the market data and for many jobs on campus, there is only one person on campus who does that job, ie Chief of Police or Directory of Financial Aid. Where you see multiple positions put into an area, we do not have the salary survey data that says Information Processing Specialist I, Information Processing Specialist II and Information Processing Specialist III. These kinds of groups will be grouped together, and the department head will have to decide if they have multiple positions like this and given the responsibilities where in relations to the market that position should be.

"Can you give an example of the sub-bands"

A Sub-Band in the 5000 Job Cat, the Office Cat, would be Entry Level Clerical and Advanced Clerical. In the 6000 Job Cat there would be none. In the 3000 Job Cat, there are four Sub-Bands: Business/Financial Professionals; Student Affairs Professionals; etc.

"Will Human Resources be offering suggestions on how to re-describe positions."

They are currently researching software that will take care of this. There is software that will do this.

"Any other information coming out?"

The plan is to create a web site, the date when this will happen has not been set.

"Are they trying to have this done by July 1"

Yes.

"How will be do salary increases this year?"

Salary increases will be done the same way as it was done before. With this being put into place on July 1, you would look at the Spring of 2000 for this new process.

Call Teri Thorsen (1-8985) if you have any questions or hear rumors.

11. OLD BUSINESS:

The Dean for the College of Business Administration's Search Committee has finished their work, they have sent a recommendation to President Fischer. Thanks to Doris Christianson for coordinating the interviews with Staff Senate.

12. NEW BUSINESS:

12.1 Robb Thibault

12.1.1 The Tapestry of Diversity nominations are due on Friday March 5th.

12.1.2 Confab with Nick and Robb, Feb 18th, Alumni Lounge at Noon, bring you lunch. Confab is a combination of "Politically In correct" and a live talk show. The first topic will be "What is Love?" They are planning on having about three of these a semester.

12.1.3 Looking for support of "Civil Education Week", on April 6, 7, 8 and 9, 1999. The intent is to bring in some speakers from out of town to discuss "What Civility is?" not only courteous and some sort of good manners, but also freedom of speech, speaking your mind freely, and academic freedom. They are looking at bringing two nationally known speakers. Looking for Staff Senate to be a co-sponsor and asking for \$100.

Robb Thibault made a motion that Staff Senate donates \$100 to "Civil Education Week" and be a co-sponsor. Seconded by Jeff Walter.

Discussion

Do we have the money?

It should not be a problem.

Motion approved.

12.2 Elections are coming up, encourage your friends and co-workers to run for Staff Senate.

12.3 Roger Grimm had to resign, not because he wanted to, but because his position was eliminated at NDSU. Roger has been a big support of Staff Senate and a lot of help. We wish him well.

12.4 Sharon Morgan – Family Fun Night – They are proposing some changes. These changes include coordinating Family Fun Night with NDSU Spring Clean-Up Week at the end of April. After the clean-up they are looking at having a carnival type atmosphere with more activities for everyone, not just kids. Asking each of the areas on campus to go back to the way it was originally designed, each of the area (the colleges, deans and vice presidents) would take an activity or event and be responsible for it.

Adjournment

Respectfully Submitted

John A. Underwood
Secretary

PLEASE CIRCULATE