

NORTH DAKOTA STATE UNIVERSITY
STAFF SENATE MEETING MINUTES

January 9, 2008

Visit the Staff Senate website at
www.ndsu.nodak.edu/staff_senate

Full Staff Senate meetings are held the second Wednesday of each month from 9:30-10:30 a.m.
The Executive Committee meets on the fourth Wednesday of each month from 9:30-11:00 a.m.

Upcoming Staff Senate Meetings:

February 13, 2008	9:30-10:30 am	Memorial Union Great Room
March 12, 2008	9:30-10:30 am	Memorial Union Great Room
April 9, 2008	9:30-10:30 am	Prairie Rose Room, Memorial Union

Upcoming Executive Committee Meetings:

February 27, 2008	9:30-11:00 am	Memorial Union Crest Room
March 26, 2008	9:30-11:00 am	Memorial Union Crest Room
April 23, 2008	9:30-11:00 am	Memorial Union Crest Room

All broadbanded staff members are encouraged to attend.

North Dakota State University does not discriminate on the basis of race, color, national origin, religion, sex, disability, age, Vietnam Era Veterans status, sexual orientation, marital status, or public assistance status. Direct inquiries to the Executive Director and Chief Diversity Office, 202 Old Main, (701) 231-7708.

Before the meeting, a special activity took place in honor of Martin Luther King (MLK) Day. Malika Carter, Assistant Director of Multicultural Student Services, led an exercise which paired senators so that each could read an excerpt from King's speeches to the other senator. Carter encouraged senators to participate in a similar campus-wide exercise for MLK Day as well. President Barb Geeslin thanked Carter for coming and engaging Staff Senate in this activity.

I. Meeting was called to order by President Barb Geeslin at 9:30 am.

II. Attendance and Substitutions - Heather Heger.

For today's meeting, there was a quorum with 61 senators present and 7 absent.

Substitutions:

Audrey Olson for Joy Anderson
Ron Haugen for Merle Jeanne Flood
Tammy Erdmann for Luther Fragodt
Janet Krom for Kimberly Groszhans
Kay Schwarzwalter for Deb Hegdahl
Esther Hockett for Kathy Sjostrom
Penny Hoesel for Tonya Stokka
Jen Baker for William Vandal

Senators absent without substitutions: Tamara Cummings, Ron Fingarson, Steve Harris, Vicki Miller, Scott Minot, Lorna Olsen, and Dolly Wadholm.

Guests: Larry Anenson, Student Health Services

III. Approval of Agenda.

MOTION (Dallmann/Boschee): to approve the agenda. MOTION PASSED WITH UNANIMOUS CONSENT.

IV. Program.

Guest Speaker – Jane Vangsness, Alcohol & Other Drug Prevention Coordinator.

Vance Olson introduced Jane Vangsness, NDSU Alcohol and Other Drug Prevention Coordinator. High-risk drinking has been identified as the most serious public health problem facing U.S. colleges and their students. NDSU strives to educate individuals about the dangers of alcohol and drinking since it affects student success, student retention, and other factors. Vangsness acknowledged that many staff members are involved in this prevention program on campus. She engaged senators in a written exercise about drinking and encouraged them to browse the website (<http://www.ndsu.nodak.edu/ndsu/alcoholinfo/>) and to watch the video (under the Families link) about alcohol use.

III. Approval of the December 12, 2007, meeting minutes.

MOTION (Bromley/ Christianson): to approve the minutes. MOTION PASSED WITH UNANIMOUS CONSENT. Staff Senate minutes are available at http://www.ndsu.nodak.edu/staff_senate/meetings.shtml.

VI. Treasurer's Report.

President Barb Geeslin presented the Treasurer's Report. There are fund balances of \$465.53 in appropriated funds and \$10,688.29 in local funds.

VII. Committee Reports.

A. Election – Steve Bergeson.

Bergeson reported that Theresa McMullen has resigned her senator position in the 4000 band, so a senator seat is now open. Senators were encouraged to talk to colleagues who may be interested in a nomination for this seat. He reminded senators that it is not too early to think about the May election and, again, to talk to fellow staff members about serving as a staff senator. There are still several openings in the 6000-7000 band. Barb Geeslin continued by encouraging senators to consider running for an office as well, as it is very rewarding.

B. Policy Coordination Committee – Gretchen Bromley.

Bromley presented one policy from the Policy Coordination Committee.

For Input: Policy 153 – Smoke-Free Facilities See *Attachment 1*

MOTION (Dallmann/Prunty): to support the policy as proposed. President Barb Geeslin clarified that discussion would be limited to the proposed policy only, not to discussion of the health issues nor implementation, and each person would be allowed one and a half minutes to speak. She mentioned various resources available for those wanting education on the effects of tobacco or smoking. Discussion ensued regarding the following points:

- Concerns were raised about the health risks of smoking.
- There was clarification of the current policy as compared to the proposed policy.
- The proposed 50-foot rule was questioned.
- Concerns were expressed about how the 50-foot rule could be implemented while others voiced support of the 50-foot rule.
- A question was raised about where ashtrays would be located.
- A question was raised about what next steps would be.

Steve Bergeson, senator who served on the committee that drafted the proposed policy, clarified that the 50-foot rule means away from buildings, not just entrances. MOTION CARRIED.

C. Program Committee – Vance Olson.

Olson announced that guest speaker at the February meeting would be Vice President Prakash Mathew. Sheree Kornkven, Student Technology Services Coordinator, has also been asked to speak.

D. Public Relations Committee – Gretchen Bromley.

Bromley reported on the Holiday Blood Drive. It was an exceptional drive with many walk-ins. Blood Services indicated that these donations could save up to 162 lives.

E. Scholarship – David Slyter.

Slyter indicated that Staff Senate Scholarships are now being announced across campus with an application deadline of April 4, 2008.

F. Staff Development – Vicki Miller.

The all-day DISCOVER U staff development workshop is ready to be held on February 6 in the Memorial Union. Eighteen door prizes have been secured. Advertising is just beginning. Miller is collecting registrations; the cost is \$20.

VIII. Old Business.

Valentine's Ball – Vance Olson.

Olson announced that the Valentine's Ball is one month from today - Saturday, February 9. President Chapman has donated \$1,500, and this was matched by Staff Senate with another \$1,500. The committee is seeking door prizes to give to each person who attends the ball. Faculty members are still sought to assist in the planning process.

IX. New Business.

A. Parking - Ron Haugen.

Ron Haugen, substituting for Jeanne Flood, reported to Staff Senate that, as a six-month employee, he is now required to pay for a full year of parking instead of a half year as in the past. He inquired about whether this could be investigated further.

B. Non-Discrimination Policy.

The Non-Discrimination Policy statement will be added to the minutes and the agenda from now on. Policy 100 contains the exact wording.

X. Advisor Comments – Broc Lietz. None.

XI. Announcements.

Upcoming Elections – Barb Geeslin.

President Geeslin once again encouraged nominations for senate seats and asked senators to consider running for offices.

XII. Adjournment.

MOTION (Mickelson/Adams): to adjourn the meeting. MOTION PASSED WITH UNANIMOUS CONSENT. The meeting was adjourned at 10:30 am.

NOTE: Senators who must be absent from a Staff Senate meeting are to send a substitute. Any regular broadbanded employee who is not a senator may be a substitute and will have all the rights and privileges as a Staff Senator at that meeting. Substitutes, please sign in on the attendance sheet listing by the Staff Senator's name for whom you are substituting. Please notify Membership/Attendance Officer Heather Heger prior to the meeting (231-8293 or heather.heger@ndsu.edu).

Respectfully submitted,
Kay Sizer
Staff Senate Secretary

POLICY CHANGE COVER SHEET

1. Effect of policy addition or change (explain the important changes in the policy or effect of this policy):
Section : 153: Smoke-Free Facilities
 Policy was revised by a University Senate Ad Hoc committee.
2. This policy has been reviewed/passed by the following (include dates of official action):
 Policy Committee: 12/19/07
 University Senate:
 Staff Senate:
 Student Senate/Executive Board:
 President’s Council:
3. This policy was originated by (individual, office or committee/organization):
 University Senate (12-13-07)

Draft 2 (12/28/07)

SECTION 153: SMOKE-FREE FACILITIES

SOURCE: SBHE Policy Manual, Section 917

North Dakota Century Code 50-11.1-02.2

NDSU President Definitions:

For the purpose of this policy, “smoking” is defined as having in one’s possession a lighted tobacco product such as a cigarette, cigar or pipe.

Policy:

1. Smoking is prohibited in North Dakota State University buildings, residence halls and enclosed structures.
2. Smoking is not permitted in a child care facility or near children enrolled in the facility. (ND Century Code 50-11.1-02.2)
3. Outdoor smoking is permitted only in those outdoor areas at least 50 feet from buildings.
 1. Entities exempted from Policy 153, Section 3 include private companies in the NDSU Research and Technology Park, leased properties, Northern Crops Institute, and Newman Outdoor Field.
4. Smoking is prohibited in state-owned or leased vehicles and motorized equipment.
5. The smoking prohibition does not apply to specific activities used in connection with the practice of traditional spiritual or cultural ceremonies. Ceremonial use exceptions must be approved in advance by the Vice President for Student Affairs.
6. Faculty, staff, students and visitors to NDSU are covered by this policy.

HISTORY: June 21, 1990, April 2006

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Deleted: Institutions may establish smoking and nonsmoking apartments and residences, including private rooms in residence halls and dormitories, provided that smoking is prohibited in all common areas and areas to which the public has access. Institutions may permit smoking areas in outdoor arenas, provided that smoking is prohibited in all restrooms and other enclosed areas.

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Deleted: NDSU Guidelines: Smoking is not permitted in any areas of the residence halls or apartments. Smoking is permitted in outdoor arenas or other open-air outdoor facilities. ¶