

NORTH DAKOTA STATE UNIVERSITY  
**STAFF SENATE MEETING MINUTES**

March 4, 2009  
Memorial Union, Plains Room

Staff Senate meeting minutes are archived on our Web site at:  
[http://www.ndsu.edu/staff\\_senate/meeting\\_information/meeting\\_minutes/](http://www.ndsu.edu/staff_senate/meeting_information/meeting_minutes/)

**Upcoming Staff Senate Meetings:**

April 1, 2009	9:30 – 11:00 a.m.	Memorial Union, Prairie Rose Room
May 13, 2009	9:30 – 11:00 a.m.	Memorial Union, Plains Room
June 10, 2009	9:30 – 11:00 a.m.	Memorial Union, Plains Room

**Upcoming Executive Committee Meetings:**

April 15, 2009	9:30 – 11:00 a.m.	Memorial Union, Gunkelman Room
May 27, 2009	9:30 – 11:00 a.m.	TBD
June 24, 2009	9:30 – 11:00 a.m.	TBD

**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](mailto:heather.heger@ndsu.edu)).

***All broadbanded staff members are encouraged to attend.***

The meeting was called to order by President Vance Olson at 9:30 a.m.

**I. Quorum, Substitutions and Guests** – Heather Heger.

For today's meeting, there was a quorum with 55 present and 10 absent.

Substitutions:

Ladonna DeGeldere for Janine Trowbridge
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Senators absent without substitutions: Jody Bohn, Jeff Gimbel, Paula Hilde, Ronda Klubben, Sheree Kornkven, Bill Law, Scott Minot, Margaret Schmidt, Melanie Torgerson, Michael Tracy

Guests: Rhonda Miller, Enrollment Management, and Jodi Pierce, Registration and Records

**II. Consent Agenda.** None.

**III. Adoption of Meeting Agenda.**

MOTION (Trowbridge/ Sholts): to approve the meeting agenda. A COSE report was added to the agenda under 8.c. MOTION PASSED.

**IV. Student Government Report.**

Trisha McDonald presented the Student Government Report.

**V. Program. Guest Speaker – Craig Schnell, Provost and VP for Academic Affairs.**

Liz Torguson introduced Provost R. Craig Schnell as guest speaker. He spoke about President Chapman's theme #2, "Students are Paramount," and added that staff are indispensable. President Chapman is making his presentation today in the ND Legislature. Salaries and health insurance remain important issues. Many new faculty positions have been created, and of these, significant progress has been made in hiring women faculty. Enrollment went up 702 students last fall, and is up 800+ students this spring. 14,000 is the new enrollment goal. President Chapman is working on getting equity funding to hire more administrative staff and help with operating expenses.

**VI. Approval of the February 4, 2009, Meeting Minutes.**

MOTION (Mickelson/Davis): to approve the minutes. MOTION PASSED.

**VII. Treasurer's Report.**

Laura Dallmann gave the treasurer's report: Local funds: \$12,401.59; Appropriated funds: \$0; and Agency Fund: \$2,273.66.

**VIII. Reports of the Committees**

**A. Executive Committee – Vance Olson.**

Olson encouraged all staff to complete the campus Climate Assessment Survey. A sign-up sheet will be circulated for volunteers to help Residence Life with students on Moving-in Day next fall, and senators are encouraged to wear their Staff Senate t-shirts for that. Also, Najla Amundson is asking for volunteers for a Spelling Bee fundraising opportunity in the community.

**B. Standing Committees.**

**a. Bylaws - Kevin Schindlbeck.**

Schindlbeck reported that the committee has been working diligently. He asked for feedback about whether the Award Recognition Committee should be made a standing committee with Campus Kudos a mandate of that committee. MOTION (Schindlbeck/Hoag): to make this a standing committee and include Campus Kudos. MOTION PASSED UNANIMOUSLY.

**b. Election – Barb Geeslin.**

Geeslin reported that Heger is still figuring out the number of upcoming open senator positions. Staff Senate will grow as staff numbers are increasing. Nominations will be open March 9-27 and can be made online or on paper ballots. Voting will be open April 13 - 20. Reminders will be sent. Be thinking about possible senators to fill officer openings as well.

- c. **Legislative** – Jeri Vaudrin (See **Attachment 1 & 2**).  
See House bill 1348 in Attachment 2. The bill permits access to concealed weapons on campus in keeping with the belief that weapons are detrimental to the safety of staff, faculty, and students.  
MOTION (Vaudrin/Olsen): in support of this resolution. MOTION CARRIED UNANIMOUSLY.

Lois Christianson reported that General Counsel also tracks relevant bills being considered in the legislature right now and posts activities on their website.

- d. **Program** – Liz Torguson.  
Torguson indicated that a representative from the President's Commission on Alcohol and Other Drugs is coming to speak at a future meeting.
- e. **Public Relations** – Chris Winjum.  
Chris Winjum reported that PR is continuing to work on the next Messenger newsletter to be distributed in late March or early April.
- f. **Scholarship** – Tera Miller.  
The Scholarship Committee proposes a new scholarship to be created with the Valentine Ball proceeds. Currently up to three scholarships are awarded for children of staff and up to three for staff. Funding fluctuates greatly each year so it is difficult to predict how much will be available.  
MOTION (Miller/Thompson): to create a new scholarship program from Valentine Ball proceeds which would be open to all NDSU students and with scholarships at a larger amount.  
MOTION (Barclay/ Sholts): to table the motion in order to study the Bylaws and to see how much money is available for scholarships this year. MOTION PASSED. Bylaws Committee should present a report at the next Staff Senate meeting after studying this issue.
- g. **Staff Development** - Pam Hommen. (See **Attachment 3**).  
A record attendance of 300 attended Discover U workshop. The day went very well. Hommen thanked Lorna Olsen for being master of ceremonies and the committee for all their work. A landscaping mini workshop is coming up on March 11, as well as a bus tour of campus with President Chapman on April 2. She also invited suggestions for next year's workshops.

### C. Other Committees.

- a. **Policy Coordination Committee.**  
(These draft policies were made available on the Staff Senate website with the meeting materials):  
**For Info only: Policy 332 – Assessment of Courses and Instruction.** No comments.  
**For Input: Policy 806 – Allowable Costs – Summer Salary for Faculty & Staff.**  
(MOTION (Hoag/Dallmann): to approve Policy 806. MOTION CARRIED.
- b. **University Athletics Committee.** (See **Attachment 4**).
- c. **Staff Recognition Committee** – Laura Dallmann.  
Dallmann encouraged more nominations for staff awards. March 6 is the deadline for nominations, and they need to go thru an HR process for eligibility. Decisions will be made by the end of March. Winners are forwarded for the Governor's award competition.
- d. **COSE Report** – Cindy Kozojed.  
Once again, Kozojed encouraged more award nominations. Also, there is the state's FISH award which needs more nominations. Nominations can be made online. She recognized one current nominee – Jeri Vaudrin. Also, Heather Heger was recognized as a winner of a FISH award.

### IX. Unfinished Business.

- A. **Valentine Ball** – Vance Olson.  
Olson estimates about 200 people attended the Valentine Ball. Profits are still to be finalized.
- B. **Cookbook Sales** – Laura Dallmann.  
Dallmann reported that 48 cookbooks were sold at the Discover U workshop. Those remaining will be sold at

the NDSU Bookstore. There should be about \$1,400 profit for charity.

**X. New Business.**

**A. Spring Health Fair** – Sarah Adams.

Adams said that plans for the Health Fair booth are proceeding. She asked for volunteers to help. The date of the Health Fair is March 24. She asked senators to email her with question ideas related to health to be used at the booth. A sign-up list will be circulated for volunteers to put up and take down the booth as well as to sit at the booth throughout the day.

**B. Anti-Discrimination Policy** – Chris Winjum (see **Attachment 5**).

ND Senate Bill 2278 was presented for discussion. The Bill would add sexual orientation to North Dakota's existing anti-discriminatory policy. Chris Winjum explained that Staff Senate's endorsement would be in keeping with current efforts to diversify campus and make it a welcome environment. It simply adds sexual orientation to the list of protected issues for equal opportunity and shows support. This is already in place on campus, but not off campus. MOTION (Winjum/Christianson): to endorse SB2278. Paper ballots were used for the vote. MOTION PASSED. MOTION (Mickelson/Dallmann): to destroy the ballots. MOTION PASSED.

**C. Senator Absences** – Heather Heger.

Heger will study this issue further and present a report in the future.

**XI. Advisor Comments – Broc Lietz.** None.

**XII. Announcements.**

**T-shirts for Sale.**

Staff Senate t-shirts are still available for \$5 each. Contact Laura Dallmann.

**XIII. Adjournment.**

Olson adjourned the meeting at approximately 10:55a.m.

Respectfully submitted,  
Kay Sizer, Staff Senate Secretary

**Legislative Committee  
2-9-2008**

Keith Bjerke reported the revenue forecast numbers came in higher than the Governor's original fall back proposal are very positive for our state.

Watching the tuition bill which proposes to freeze tuition increases at 4% for the four year institutions during the next biennium and 0% at the two year institutions. This plan will cost 8.2 million which the Governor would fund through the need based scholarship fund for our students.

Still looking at a 5%/5% increase as proposed by the Governor, keeping in mind the board requested 7%/7%. A 5% and 5% looks like a more realistic outcome. No decision has been made yet.

We are also watching the development of a bill proposing a mandatory \$100 per month increase across the board for all state employees. The across the board method hasn't been made mandatory in the past. This language appears to be new.

There have been some rumors about cutting in the health benefits, decrease in the equity funding, and lower raise rates. Asked Keith for his opinion on what these rumors represent. He informed us there are three folks in the legislature who are making noise, but he feels they won't be able to make headway especially with the positive forecast numbers released this week.

Bills addressing the right to carry a weapon in public continues to be discussed as well as the bill recommending UND and NDSU compete athletically again. Since our meeting the bill regarding UND and NDSU competition has been defeated.

Janine Trowbridge

**Legislative Committee  
2-23-2009**

The primary topic of discussion revolved around HB 1348 relating to the possession of a firearm at a public gathering. HB 1348 having been the topic of discussion among staff on campus raising much concern, we have been asked to report back to the staff senate with a formal response to the bill. The committee recommends the following resolution for consideration and adoption by staff senate.

**WHEREAS** HB 1348 permits access to concealed weapons on campus; and

**WHEREAS** the House of Representatives voted to accept HB 1348 with a vote of 48 yeas and 46 nays; and

**WHEREAS** North Dakota State University Staff Senate believes weapons on campus are detrimental to the safety of the staff, faculty, and student body; and

**WHEREAS** North Dakota State University Staff Senate agrees with the position of the North Dakota University System; and

**WHEREAS** North Dakota State University Staff Senate agrees with the position of the North Dakota State University Administration;

**NOW THEREFORE BE IT RESOLVED** that North Dakota State University Staff Senate supports a "no" vote from the North Dakota Senate on HB 1348.

Keith feels HB 1348 will be killed by the Senate, having said that supports our effort of going on record in opposition of this bill.

The recommendation of a 5%-5% pay raise with a minimum of \$100 has been approved by the Senate and will be considered by the House.

The Senate has passed and funded the bill requesting a 4% freeze at four year institutions and 0% at the two year schools. This bill has been forwarded to the House.

The Chancellor will be testifying before the committee on February 25 regarding the security funding which would increase the number of officers on both the NDSU and UND campuses, which would in turn provide assistance to the other institutions who do not have the resources.

NDSU will be back testifying before committee sometime next week.

Janine Trowbridge

### **Attachment 3**

#### **Staff Development Committee Update for March 4, 2009 meeting**

##### **Discover U Workshop - Tom Champoux, Effectiveness Institute, Redmond, WA**

The Discover U workshop featuring nationally known speaker, Tom Champoux, President of the Effectiveness Institute in Redmond, WA, was held February 25, 2009 in the Memorial Union. Mr. Champoux offered two presentations that uncovered why you find "some" customers or co-workers so difficult to work with. He discussed how you discover why using your head, heart and backbone leads to a better work – life balance. More information is available on-line, <http://www.effectivenessinstitute.com/>.

The morning topic was "*Head, Heart and Backbone: Making Decisions to Balance your Life and Career*" and the afternoon topic was "*People Skills: A Strategy for Achieving Results.*" The handouts and power-point presentation will be available electronically to those who attended the workshop.

Approximately 300 people attended and 28 door prizes were drawn. Lorna Olsen emceed. Broc Lietz, Colette Erickson, Vance Olsen, and Joe Heilman, Student Body President also spoke. Pictures from the event will be available on the Staff Senate website.

##### **Upcoming Staff Development events:**

###### **Discover U "Mini" Workshop: Basic Tips for Home Landscaping**

Wednesday, March 11, 2009

10 – 11:00 a.m.

Century Theater, Memorial Union

Presented by: Martin Shervey and Will Ferguson, NDSU Landscape Department

Successful home landscaping doesn't just involve sticking plants into areas around your home and hoping it looks right. When designing and landscaping your own home, you need to invest time and creativity. You will feel great when you look out your window, and you see the landscaped lawn which you designed yourself.

Shervey and Ferguson will discuss site preparation, designing a plan, plant selection, edging, planting, and mulching.

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###### **"Get On The Bus! - Campus Tour with President Chapman"**

Thursday, April 2, 2009

10:20 - 11:30 a.m.

If you haven't had a chance to tour our growing NDSU campus, now's your chance. Join President Chapman Thursday, April 2 as he provides a narrated tour of our beautiful campus!

The campus bus tour is sponsored by NDSU Staff Senate and is intended for all broad-banded staff. This bus tour is open to employees who have not taken it during their New Employee Orientation. Due to the popularity of this tour and limited seating available, reservations are required and are taken on a first-come, first-served basis. To reserve your space, contact Jean Hagen at 1-8186 or [jean.hagen@ndsu.edu](mailto:jean.hagen@ndsu.edu).

**University Athletics Committee Report  
February 6, 2009**

SAAC Report (Gabe Mooney, SAAC representative from wrestling)

- An update was provided on recent SAAC activities, which included the “Summit League Food Fight” and the Valentine Blood Drive. The group discussed how to increase participation for both events.
- CHARISM, a neighborhood support center for underprivileged youth, was also discussed as a possible project for SAAC.

FAR Report (Deland Myers)

- Postgraduate scholarship nominations were discussed.
- Substance abuse is the current NCAA survey topic to be completed by men and women's track/cross country student-athletes by May 1.
- The missed class policy was reviewed.
- Deland explained the process for the NDSU Summer Internship Program, which will continue and include students from Northern Arizona as well as Mississippi Valley State. Faculty should submit project needs to Deland or to the Office for Equity, Diversity and Global Outreach. Faculty members are also needed to judge the students' presentations at the end of the 8-week term.

Athletics Update

- The fall semester grade report was distributed and reviewed. The grade report was also posted on GoBison.com and provided to the media.
- An update was provided on the football coaching changes.
- Details and ticket information for the Summit League Basketball Championships were discussed.
- The direction the Summit League will take regarding expansion will hopefully be discussed at the Summit League meeting in March.
- Future competition with UND and the logo issue at the Summit and NCAA level were discussed.
- The current economy and the impact on athletic revenue was discussed.
- Dacotah Field should be ready for use by fall. The Fargodome addition is still being discussed, although multiple donors may be involved instead of one major donor.
- The results of the feasibility study for the BSA project will be presented on February 13.
- Construction dates for the new BBF bleachers will be determined soon.

**North Dakota Senate Bill 2278  
Fact Sheet**

**Purpose:** To add sexual orientation to North Dakota’s existing anti-discrimination policy (Section 14-02.4-01 of the North Dakota Century Code). Currently, the policy prohibits “discrimination on the basis of race, color, religion, sex, national origin, age, the presence of any mental or physical disability, sexual orientation, status with regard to marriage or public assistance or participation in lawful activity off the employer’s premises during nonworking hours which is not in direct conflict with the essential business-related interests of the employer; to prevent and eliminate discrimination in employment relations, public accommodations, housing, state and local government services, and credit transactions; and to deter those who aid, abet, or induce discrimination or coerce others to discriminate” (Section 14-02.4-01 of the North Dakota Century Code).

**Reasons why Staff Senate should support this bill:** Currently it is legal in the state of North Dakota to terminate employment or refuse housing of a person *without* cause simply because of their sexual orientation. Regardless of people’s beliefs about sexual orientation, I think most people would agree that firing a person without cause, for any reason, is unfair and unjust. This bill simply seeks to add sexual orientation to the protected areas listed above. This bill is not somehow about, as some people have tried to say, undermining traditional values. In fact, it is consistent with the long held values of American society that guarantees equal treatment and opportunity for all people. Additionally, this bill will have a direct impact on NDSU as many of our students, staff, and faculty will no longer be faced with the fear of losing their homes or jobs because of their sexual orientation. It is important for Staff Senate to pass a resolution of support for SB 2278 as NDSU was one of the first institutions in this state to include sexual orientation in its non-discrimination policy and it fits with our values as an institution to create a welcoming place for all students, faculty, and staff. While students, faculty, and staff may be protected at NDSU from discrimination based on their sexual orientation, these same students, faculty, and staff receive no protection when they return to their homes from school or work or seek employment in the state after graduation. Creating a welcoming North Dakota would go a long way to creating a welcoming university. Let us follow the lead of the Student Senate and University Senate who recently passed resolutions supporting Senate Bill 2278 and the city of Fargo that unanimously indicated their support for this bill.

**Resolution:**

**Whereas,** North Dakota State University is an equal opportunity institution that currently supports the protection of sexual orientation within the workplace and housing under the NDSU Equal Opportunity Policy, and

**Whereas,** Staff Senate is bound to the NDSU Equal Opportunity Policy which states, “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,” and

**Whereas,** the aforementioned legislation will have a considerable effect on the students, faculty, staff, and their families, who are members of the NDSU community in terms of housing and employment.

**Therefore, Let it be resolved** that Staff Senate supports ND SB 2278 under the premise of equal rights and opportunity for all North Dakotans.