

# NDSU STAFF SENATE

## Minutes

Wednesday, March 7, 2018  
Prairie Rose Room, Memorial Union

- I. Meeting was called to order at 9:34am by Jered Pigeon.
- II. Attendance Report by Carin Engler – 35 Present, 3 proxies, 6 excused, and 2 absent. Quorum met.
- III. Consent Agenda – MOTION by Maggie Latterell / Jim Osland to accept the consent agenda. MOTION CARRIED.
  - A. Policies for Information
    1. 134.2 V3 – Lactation Policy
  - B. Items for Input
- IV. MOTION by Jim Osland / Lorie Herbel to approve the meeting agenda. MOTION CARRIED.
- V. Campus Kudos
  - A. Shelly Horne nominated by Birgit Pruess
  - B. Richard Frovarp nominated by Linda Charlton Gunderson
- VI. Program
  - A. John Glover from Development Foundation – Mission is to build enduring relationships to benefit NDSU.
  - B. Birgit Pruess – She is on SBHE so knows slightly about task force. SBHE is trying to update the task force members on how it all works. A staff member from Bismarck is on the task force who can be our contact if we want to bring something up or find out what is going on.
  - C. Chris Wilson – He talked about the organizational structure of the State Board of Higher Education (SBHE). The SBHE was created to keep political autonomy (the board would act as a buffer) and has largely worked. We cannot have political officials telling our faculty/researchers how to teach a class or what to put in their research to maintain political autonomy. Governor Burgum has the task force to decide if SBHE is the best structure for ND (looking at what other states are doing). Right now, SBHE has 8 voting members which includes one student (article 8). This article also creates commissioner of Higher Ed which was replaced with the Chancellor in the 1990's (name change only really) and this created the system office for budget regulation essentially. SBHE/NDUS/then the Universities-President's report to the Chancellor but only SBHE can fire the president as the Chancellor doesn't have the ability. Andy Wakeford is the staff representative on the SBHE for us. If it's an internal issue, voice your concerns, sometimes just by calling them up (call Chris). If needed, formally we can bring up matters through our staff senate. If it's not an internal issue because some things NDSU can't control, then go through Andy. Chris wants to remind us that the SBHE meetings are open.
- VII. Student Government Report by Mason Wenzel – No report.
- VIII. Faculty Senate Report by Stuart Haring – No report.
- IX. MOTION by Amanda Booher / Maggie Latterell to approve the Wednesday, February 7, 2018 Staff Senate Meeting Minutes. MOTION CARRIED.
- X. Treasurer's Report by Tina Exner – No report.
- XI. Advisor Comments by Rachel Knudson – New 2018 W4 and new IRS calculator was sent out to make sure that the right amount is being withheld from your paychecks.
- XII. Committee Reports
  - A. Bylaws by Gennifer Sprecher – Environmental Sustainability changes were announced. Committee is proposing becoming a standing committee. One suggestion was to take the hyphen out of "on-campus", another was to make each sentence its own point/number (there were 2 sentences under #1), and lastly to read campus and community stakeholders in the new #3. MOTION to accept the environmental sustainability bylaws with the new changes. (See Attachment I for approved bylaws)
  - B. Elections by Jim Osland – Nominations are open until March 23 so reminder to tell your co-workers or just nominate them!
  - C. Legislative by Diane Axness/Ben Bernard – No report.

- D. Public Relations by Elizabeth Worth – Staff appreciation breakfast is March 14 from 8:30-10am. Still thinking of going away from the Messenger and instead sending monthly email updates/newsletter.
- E. Information Technology by Ben Bernard – No report.
- F. Scholarship by Jim Osland – Scholarship applications have all been scored so the winners will be announced soon. Bookfair at Barnes & Noble was a lot of fun. There was \$5600 in in-store sales which netted us \$845. This doesn't include the online sales so unsure how much more was generated there.
- G. Staff Development by Lorie Herbel – Discover U had to be postponed because of the Memorial Union closure. Committee is working on rescheduling the event. One of next month's speakers will be President Bresciani.
- H. Staff Recognition Naomi Kosen – No report.
- I. Campus Engagement by Alissa Kuntz/Melissa Schwengler – No report.
- J. Gunkelman Award by Wendy McCrory/Amanda Booher – Save the date, Friday, May 4 at 3pm. Nomination process will start later this month so watch for those emails.
- K. Senate Coordinating Council by Jered Pigeon – No report.
- L. State Staff Senate by Diane Axness – On April 13 from 11-2pm there will be a big meeting where any staff can attend.
- M. Joint Committees
  - 1. Campus Space and Facilities by Ben Bernard – Committee met February 23 and discussed the 2018 master plan. It will request state funding for Dunbar, replacement funds for Harris hall, and then engineering project 2 (adding on to engineering complex). Also will be submitting for approval (as they hope to be privately funded) an additional addition to engineering, phase 2 for University Village replacement, an indoor practice facility for athletics, and a softball practice facility for athletics.
  - 2. Environmental Sustainability by Connie Olson/CeCe Rohwedder – No report.
  - 3. Library by Megan Ramsett – No report.
  - 4. University Athletics by Angela Bachman – No report.
  - 5. Learning Space Advisory Committee by Mike Paolini – No report.
- N. Ad Hoc Committees
  - 1. Administrator Training Initiative by Wendy McCrory – No report.
- XIII.** Executive Committee by Amanda Booher – No report.
- XIV.** President's Cabinet by Elizabeth Worth – No report.
- XV.** NDSU Day of Honor – No report.
- XVI.** Old Business
  - A. Lost and Found by Gennifer Sprecher – No report.
  - B. Storage for senate materials by Tina Exner – No report.
  - C. Senator Engagement Survey by Jered Pigeon – Email was sent out this morning so please fill it out to get it back for the executive committee to analyze.
- XVII.** New Business
- XVIII.** Announcements – Reminder about the High Plains and Woodland Powwow coming up on April 14.
- XIX.** Meeting adjourned at 10:58am by Jered Pigeon

Scheduled meetings:

- Staff Senate: Wednesday, April 4, 2018, 9:30 – 11 AM in the Prairie Rose Room, Memorial Union
- Executive Committee: Thursday, March 22, 2018, 9:30 AM in the Hidatsa Room, Memorial Union

## Attachment I

### New Environmental Sustainability Bylaws

#### Environmental Sustainability Committee

1. Raise awareness of environmental sustainability initiatives and concerns on campus and in our community.
2. Develop new strategies to educate the NDSU community on sustainability efforts.
3. Maintain a channel of communication about environmental sustainability with campus and community stakeholders.

## Attachment II

### State Staff Senate April 13<sup>th</sup> Meeting

**What:** Staff Forum regarding Envision 2030 <http://envision2030.ndus.edu/>

**Where:** Brynhild Haugland Room, State Capitol, 600 E. Blvd. Ave. Bismarck, North Dakota

**When:** Friday, April 13, 2018, 11:00 CST-3:00 CST

**Who:** 2-4 Staff members from each college/university within NDUS

**NOTE:** The Council of College Faculties Summit Planning Committee has agreed that the State Staff Senate will meet at the same time.

#### **Facilitator**

Chris Erickson (Public Affairs) from the Board Office will be facilitating the meeting.

#### **Agenda**

Hours 11:00-2:00 pm will focus on the ten pillars of Envision 2030, in particular, the four pillars that relate to higher education. Hour 2:00-3:00 will focus on selected issues that NDUS employees feel are critical that may fall outside the pillars. <http://envision2030.ndus.edu/> (\*Please scroll to the bottom of this page to familiarize yourself with the work that has been done so far on the pillars.)

Lunch and mileage will be provided by the Chancellor's Office. Hotel costs will NOT be provided by the Chancellor's Office. It is recommended if you need to stay overnight that you ask your college/university president to provide those funds. Chancellor Hagerott will encourage each president to support this initiative.

Recommended hotels that accept state rates:

- **La Quinta Inn & Suites Bismarck**, 2240 North 12th Street, Phone (701) - 751-3313 \*It is new and just blocks from the Capitol
- Near BSC - **Hampton Inn & Suites Bismarck Northwest**, 2020 Schafer Street Phone (701) -751-5656
- Just North on State Street - **Hampton Inn Bismarck**, 1440 Mapleton Ave, Phone - (701) 751-3100
- Just north of the Capitol - **Staybridge Suites Bismarck**, 2801 Gateway Avenue, Phone: (701) 223-1499
- If you prefer to be downtown, or stay at the same hotel as the North Dakota United Conference, **Radisson**, 605 East Broadway Avenue, Phone (701) 255-6000

**Additional information:** North Dakota United will be holding its annual statewide delegate meeting at the Radisson Hotel in Bismarck beginning with a social Friday evening (4/13) and continuing on Saturday.