

NDSU STAFF SENATE

Minutes

Wednesday, January 9, 2019

- I. Meeting was called to order at 9:37am by Amanda Booher.
- II. Attendance Report by Carin Engler – 35 present, 2 proxies, 6 excused, 5 absent. Quorum met.
- III. Consent Agenda – MOTION by Elizabeth Worth/Danielle Pinnick to accept the consent agenda. MOTION CARRIED.
 - A. Policies for Information
 1. 339 V1 – NDSU Policy on Communication Proficiency
 - B. Items for Input
- IV. MOTION by Kay Hopkins/Diane Axness to approve the meeting agenda. MOTION CARRIED.
- V. Campus Kudos
 - A. Karla Haug – nominated by Missy DeHaan
- VI. Program
 - A. Patty Dirk/Sara Terfehr, Health Services – Summarized what they do at Health Services. X-ray technology available here. Part-time dietician is also available. There is also a health portal that the students can use to see test results and schedule appointments for during general hours of the University. SHS will now start billing insurance companies if the student chooses to do that.
- VII. Student Government Report – Marisa Pacella – applications are open for student government and student lobbyist positions.
- VIII. Faculty Senate Report – No report.
- IX. MOTION by Kay Hopkins/Maggie Latterell to approve the Wednesday, December 5th, 2018 Staff Senate Meeting Minutes. Wendy Leach needs to be updated to Wendy Baumann under the Gunkelman committee section. MOTION CARRIED.
- X. Treasurer's Report by Tina Exner
 - A. Appropriated = \$7589.28
 - B. Scholarship = \$866.33
 - C. Local = \$2039.03
- XI. Advisor Comments by Colette Erickson – Colette is retiring so Jill Spacek will fill in as our advisor in the interim.
- XII. Committee Reports –
 - A. Bylaws by Gennifer Baker – No report.
 - B. Elections by Gennifer Baker – No report.
 - C. Legislative by Danielle Pinnick – Committee received a request to participate with local group to stay informed about legislation that affects state employees. The legislature just started meeting last week but we haven't heard of any bills yet that affect us as state employees. ND United sorts relevant bills and ranks legislators/scores. NDSU lies in district 45 so the representatives are Ron Sorvaag, Mary Johnson, & Tom Kading.
 - D. Public Relations by Maggie Latterell – No report.
 - E. Information Technology by Ben Bernard – No report.
 - F. Scholarship by Kay Hopkins – They are currently discussing plans for fundraising. They will be posting the applications later this week for this upcoming school year. They hope to distribute around \$2500.
 - G. Staff Development by Tabitha Thomas – All programming is scheduled for February through June. February 12th is the next tentative Discover U mini-session.
 - H. Staff Recognition by April Helgaas – Currently planning for the staff recognition award nominations. They hope to have applications open by end of this week so the nomination review process can be done by March 6th. April 4th is the event date. The review of the Campus Kudos selection process is being reviewed still but will be on the back burner as they plan for the staff recognition awards.
 - I. Campus Engagement by Krista Olson – Last blood drive from December produced 14 donations and all time slots were filled. Krista received phone calls from some as they wanted to donate but since slots

were full, they couldn't. This has to do with limited phlebotomists. Next blood drive is scheduled for March 12th 1-3:45pm.

- J. Gunkelman Award by Megan Ramsett – No report.
- K. Environmental Sustainability by Kate Nelson DeShaw – Committee hosted their second panel event back in December. There were about 30 people in attendance and good questions were asked. An audio recording of the event is posted on our website. The next panel is scheduled for March 6th and the topic is composting. The committee is still working on panelists as some were not available so if you know anyone, please let the committee know. During the whole month of February, the NDSU Bookstore will not use plastic bags and have received some reusable bags as donations to use during the month instead.
- L. Senate Coordinating Council by Amanda Booher – No report.
- M. State Staff Senate by Naomi Kosen – Andy Wakeford met with all 11 campuses and wrote a letter to state board about what he learned/heard-staff are still reporting morale issues because of increased workload, no salary increases, and insurance questions-many looking at private sector jobs. He also reiterated that staff members care and are paying attention to what's going on. Don Morton will attend the next SSS meeting from here at NDSU on February 11 at 2:30pm if anyone else would like to join.
- N. Joint Committees
 - 1. Campus Space and Facilities – No report.
 - 2. Library by Jessica Rose – No report.
 - 3. University Athletics – No report.
 - 4. Learning Space Advisory Committee by Wendy Leach – Committee meets only once a semester. Classroom utilization data was shared by Mike Ellingson. Committee members suggested that they would like departments to get on board with sharing equipment but obviously some might need the equipment at the same time. There are about 124 conference rooms on campus so question was asked if NDSU could start utilizing those for the small classes to open up large classrooms being used for these small classes. Some senators raised concerns about the conference rooms not being available to the department when needed if this happens.
- O. Ad Hoc Committees
 - 1. Administrator Training Initiative by Gennifer Baker – No report.
- XIII.** Executive Committee by Gennifer Baker & Amanda Booher – Amanda announced that the executive committee will be meeting with President Bresciani on February 12th. Gennifer spoke about the listserv changes we decided to make so the spam emails don't get sent to all on the senate listserv.
- XIV.** President's Cabinet by Elizabeth Worth – No report.
- XV.** NDSU Day of Honor by Elizabeth Worth – Event is tomorrow at 3pm. This one will be the 7th Annual Day of Honor. The tower bells will chime starting at 3:45pm for each of the people that have passed.
- XVI.** Old Business
 - A. Lost and Found by Gennifer Baker – No report.
- XVII.** New Business
- XVIII.** Announcements – Carin announced that Residence Life is hiring summer student positions if you know anyone that would be interested. Maggie says thank you for all the deodorant and next month we will be collecting hand soap and dish soap.
- XIX.** Meeting was adjourned at 10:51am by Amanda Booher.

Scheduled meetings:

- Staff Senate: Wednesday, February 6, 2019, 9:30 – 11 AM in the Plains Room, Memorial Union
- Executive Committee: Wednesday, January 16, 2019, 8:30 AM in the Badlands Room, Memorial Union