

NDSU STAFF SENATE

Minutes

- I. Meeting called to order at 9:30 by Cronin
- II. Attendance Report by Carin Engler – 33 present, 2 proxies, 5 excused, 2 absent, 10 guests. Quorum met.
- III. Consent Agenda – (policy details listed here:
https://www.ndsu.edu/policy/senate_coordinating_council/)
 - A. 151 – Code of Conduct
- IV. Approval of Meeting Agenda – Motion for unanimous approval of meeting agenda with change to speakers for this week made by Cronin; seeing no objections the agenda was adopted with that change.
- V. Campus Kudos – No kudos this month.
- VI. Speaker
 - A. President Bresciani -- Update on the Fundraising campaign which is doing well with 3.52 of the goal 4 million raised as of last November. The four main areas of this campaign are student scholarships, faculty endowments, new buildings and building repair, and academic programs and enhancements.

There has been a recent dip in enrollments, but applications are up over 1800 from this time last year. Lots of work has been done to enhance the application process, including snap applications which allows for self-reporting by the applicants in early stages of the process. Other changes include removing the application fee, and formatting the application process so that it can be completed easily and quickly on a mobile device.

NDSU is well positioned to grow enrollment and this will help all of North Dakota grow its population and work force.

Dual enrollment for high school students is being developed. NDSU will be taking a different approach than many other schools and will have all courses taught by NDSU faculty teaching NDSU courses. High school students will have dedicated sections, but receive the same course as full time college students.

The North Dakota State legacy fund is requesting proposals for projects to fund. NDSU is submitting three proposals. The first request is an updated proposal from a previous submission that hopes to establish a research fund for NDSU and UND to add to the competitiveness of grant proposals which require matching funds. The second is to establish a scholarship fund that would be open to students at all NDU campuses. The final proposal would buy down the deferred maintenance for our campus and allow us to catch up with repairing or replacing campus buildings, saving money in the long run.

State revenues are ahead of OMB projections and should have funds available. Talk exists regarding restoring funds from the cuts a few years ago.
- VII. Student Government Report – No report.
- VIII. Faculty Senate Report – No report.
- IX. Approval of Wednesday, February 5th, 2019 Staff Senate Meeting Minutes -- Motion for unanimous approval of meeting minutes made by Cronin; seeing no objections the agenda was adopted.
- X. Treasurer’s Report by Tina Exner -- Scholarship \$516.38, Appropriated \$3505.88, Local \$5613.31
- XI. Advisor Comments by John Woolsey – The job applicant tracking system switch has been delayed to improve implementation.

The online performance review system will be migrating to another platform so that it will integrate with PeopleSoft, and allow for peer reviews and other features.

The leadership development program is in week three of seven, another session will be held in the fall.

XII. Committee Reports

- A. Bylaws by Wendy Leach – Update to the bylaws should be ready for review by the next Exec meeting.
- B. Elections by Amanda Booher – Welcome to Justin Swank! Nominations to be a senator are open now through the 27th of March. Please reach out to any staff members who may be interested. New member orientation will be in April. Computers are in the back of the room for you to self-nominate today. Elected positions will be open for next year, please consider filling one of them. Nominations can be done by email before the next meeting. Emails have been sent to senators whose term is up this year.
- C. Legislative by Megan Bouret – No report.
- D. Public Relations by Maggie Latterell – No report.
- E. Information Technology by Ben Bernard – Security conference is being held on campus the Thursday of spring break. (March 19th)
- F. Scholarship by Kay Hopkins – No report.
- G. Staff Development by Kristi Steinmann – No report.
- H. Staff Recognition by Dan Nygard – Award nominations have closed with twenty-eight individual nominations and eight team nominations. Currently working on selection of the winners.
- I. Campus Engagement by Krista Olson – – No report.
- J. Gunkelman Award by Megan Ramsett – Nominations are open, an email has gone out. The Gunkelman Award was started to honor those who make campus a nicer place to be through their actions and attitude. Students, staff and faculty are all eligible, please nominate anyone who helps makes campus a happier place.
- K. Environmental Sustainability by Kate Nelson DeShaw – – TREX recycling on campus is going well, looking at adding more sites. Working on more signage on campus. Meeting will be next Thursday, 9:30-10:30 in Dinwoodie.
- L. Senate Coordinating Council by Margaret Latterell – Meeting will be on Monday.
- M. State Staff Senate by April Helgaas – Short meeting this month, that focused on organizing the face-to-face meeting for the year. This will take place on June 22nd-23rd in Bismarck. There is a budget for attending if you are interested in joining State Staff Senate. April is planning to attend.
- N. Joint Committees
 - 1. Campus Space and Facilities by Ben Bernard – No report.
 - 2. Library by Alicia Laferriere– February meeting worked talked about open educational resources (adaptable resources that are editable. Goal is to be free and make campus more accessible and helpful to all). A conference will be in town this Friday focused on options for using open educational resources on campus.
 - 3. University Athletics Shiloh Susag – No report.
 - 4. Learning Space Advisory Committee by Wendy Leach – Meeting will be held later this week.
- O. Ad Hoc Committees
 - 1. Facebook Page by Amanda Booher – Plan is to add the Facebook page to the

responsibilities of a PR chair which is to be established in the upcoming bylaws changes. Motion to disband the ad hoc committee made by Worth, seconded by Steinmann. Motion passed.

2. 30th Year Anniversary by Carin Engler – Meeting was held by email due to the weather. Questionnaire is on website soliciting anecdotes about the people and events throughout Staff Senate history.
3. Campus Food Insecurity Taskforce by Carin Engler – Meeting on the seventh. QR code linking to a survey about food insecurity on campus is being emailed out, information will be used to help form a resolution. The resolution should be student led and so this will be delayed due to several weeks without Student Government meetings. One of the faculty members on the committee will be attending a conference on food pantries on campuses this spring.

XIII. Executive Committee by Margaret Latterell – Most of the topics discussed were already covered today. Day of Honor is considering restructuring and input is requested. Please contact a member of the Executive committee if you have ideas or opinions on the Day of Honor, particularly the time of year and rules for inclusion in the ceremony.

XIV. President's Cabinet by Elizabeth Cronin – Aldevron tower will be dedicated on May 1st at 11am. The Board of Higher Ed is discussing taking control of the inter-campus student government organization due to the group having control of some fund, but this is being contested by the student governments who plan to take the issue to the Legislature. Registrar candidates are coming to campus next week. There will be an Innovation Challenge launch event on March 17th with a press conference. The interim legislative committee visited and toured campus. The visit went well and they were impressed with what we are doing and see the need for a Harris Hall replacement.

XV. Old Business

XVI. New Business

XVII. Announcements

A. Anyone working on websites be aware that TYPO3 will be upgrading causing forms to break, and so questionnaires should be moved to Qualtrix. Qualtrix will be paid for the next 18 months. Google forms is another option to consider.

XVIII. Meeting was adjourned at 10.27 by Cronin.