



## Minutes

Wednesday, October 7th, 2020

ZOOM

- I. Call to Order 9:31 by Latterell
- II. Attendance Report by Amanda Reil – 41 senators, 6 absent, 2 excused, 5 guests
- III. Consent Agenda – ([https://www.ndsu.edu/policy/senate\\_coordinating\\_council/](https://www.ndsu.edu/policy/senate_coordinating_council/)) - approved
  - A. 162
  - B. 183
  - C. 220
  - D. 230
  - E. 231
  - F. 350.3
  - G. 350.5
  - H. 601
- IV. Approval of Meeting Agenda adopted
- V. Campus Kudos none
- VI. Speaker – Marisa Pacella from United Way. Introduction of the speaker. Overview of United Way and their work in Cass and Clay counties. Emphasis of the longstanding partnerships between nonprofit community partners, volunteers, community leaders and those who donate. All dollars donated stay local. Story of local example of person in need. Information on how to give to the campaign through NDSU and notification of the campaign's start will be sent out by email soon.
- VII. Student Government Report – Matthew Friedman Student body President and Kylie Arndt student body Vice President. Introduction of President and Vice president. Student government is working to promote Covid testing in order to insure safety on campus. Testing incentives are provided to students who are tested. They may enter a raffle for gift cards. Student employees do rely on their employment and they would like to emphasize how much students do rely on those jobs and having hours and steady income is crucial. Please let them know if you need help or would like to partner with student senate for activities. External Affairs team is tasked with working to advocate for students during the upcoming legislative session.
- VIII. Faculty Senate Report – No report.
- IX. Approval of Wednesday, September 2nd, 2020 Staff Senate Meeting Minutes - adopted
- X. Treasurer's Report by Tina Exner – appropriated \$1038.02 local \$5658.15, scholarship \$116.38
- XI. Advisor Comments by John Woolsey – Encourage everyone to use the Covid testing resources that are available. Covid government leave is available through December so please keep it in mind if you need it. Resources on website or contact John. Open Enrollment for Vision and Dental and Flex start October 19 – November 6<sup>th</sup>. No changes to actual platform, but some price changes may occur. The first employee orientation in a long time will be held this Friday. Session will be held in the union and by Zoom. We are having a book study by John Maxwell, 60 employees are signed up. Will continue to be run online and hybrid. More info forthcoming for those who have signed up. Recruiting solutions has been rolled out, PeopleAdmin will be closed out in the next few weeks. Everyone including student workers need to go through this system. We are working through some changes in response to feedback so please be patient.
- XII. Public Relations Officer Report by Olivia Scott – A Google form is in development for submitting items for promotion, until that is ready please email her to get items posted.
- XIII. Committee Reports
  - A. Elections by Elizabeth Cronin – No report.
  - B. Legislative and Bylaws by Jeremy Kopp – No report.
    1. Revision to bylaws by Elizabeth Cronin, met after last month's meeting to look at concerns that were raised. Revised version shared with the group. Motion by Cronin for the new version to be adopted into the bylaws, seconded by Eagle. Motion passed. Motion will be sent to president for approval and then will be posted.

- C. Information Technology by Ben Bernard – No report.
- D. Scholarship by Kay Hopkins – No report.
- E. Staff Development by Cora Crane– No report.
- F. Staff Recognition by Dan Nygard – Plan developed for how to do Kudos last month, now waiting on nominations. Email solicitation for nominations will be going out soon.
- G. Campus Engagement by Fred Hudson –meeting regularly, engagement committee wants to help groups that need financial support so reach out to coordinate with the committee.
- H. Gunkelman Award by Megan Ramsett – The 2020 Ceremony will be on Thursday October 15<sup>th</sup> at 3pm by Zoom. The winner has been selected and we look forward to the reveal.
- I. Environmental Sustainability by Carin Engler – masks were provided to some departments through collaborations. If there is a department who needs lots, let them know and they will get them. Krista Williams is looking for Rubbermaid totes for repurposing to do a drive to recycle Christmas lights.
- J. Senate Coordinating Council by Margaret Latterell – met last month, many changes over the summer but see consent agenda. October no changes so meeting cancelled.
- K. State Staff Senate by April Helgaas – No report, meetings ongoing.
- L. Joint Committees
  - 1. Campus Space and Facilities by Ben Bernard – NR no meeting scheduled.
  - 2. Library by Alicia LaFerriere – Met first time on 29<sup>th</sup> of Sept. intro meeting getting everyone on track. They updated ILL system to a single sign on. The library has created a website for creation of antiracist resources. Reference desk is now offered virtually. The library has taken over access to NY Times from Student gov. Decisions still being made for if cuts are needed. Continued discussion from last spring for access to resources.
  - 3. University Athletics by Shiloh Susag – No meeting this semester due to lack of athletics activities. MOU for NCAA compliance renewed. Formal meeting scheduled for spring.
  - 4. Learning Space Advisory Committee by Tina Exner – No report, meeting on the 12<sup>th</sup>
  - 5. Student Voice Project by Amanda Booher – In pilot year, idea is for underrepresented student organizations to come together to share perspectives. Staff role is to listen and ensure accurate record is made. The mission is to provide an avenue for the varied and complex voice of our student body to be heard by NDSU governance structures. This session’s topic was Policing at NDSU. The project provides everyone with the opportunity for better understanding and promotes inclusive thinking.
- M. Ad Hoc Committees
  - 1. 30<sup>th</sup> Year Anniversary by Carin Engler – At the last full meeting, someone suggested combining a mask order with the Scholarship committee as a fundraiser. As in, charging a little more and the extra goes towards the fund. Jenn Young created a logo and it was approved by University Relations. We are waiting on budget in order to finalize figuring out if we can order masks or not. More information to come. In the meantime, we are going to decorate one of the display windows in the MU. It’s a bigger space than I remember so if you have anything that would work in terms of a Bison Celebration theme then please let me know! We have printed some quotes from the questionnaire that was sent out, and have included former Staff Senate president input. We will add some streamers and other decorations.
  - 2. Campus Food Insecurity Taskforce by Carin Engler – As you might have seen, Casey Peterson sent out an email with information on how to donate to the food security fund. You can do a one-time donation or a payroll deduction. It’s super easy! Two weeks ago, we had \$4000 in funds available right away for the Swipe program. And then another \$4000 or so coming in from payroll deduction. Woo! Dining was able to give us a discounted rate so each meal through this Swipe program will be \$7.25. We are working on getting some promotional material out there but if you know of any student that is hungry then please point them to Casey – Dean of Students. Casey will determine the number of meals that will be added to their account. If a student receives meal swipes, they can visit any of the 3 dining centers. We had a subcommittee that worked on submitting a grant to the NDSU Foundation. We made it to the top 5 but were not awarded anything. It was great to work with Craig Stockwell and Meghan Yerhot on this. We are hoping to have some sort of food drive and possibly do mobile pantry unit by the NDSU apartments. Please watch for more information.

3. Diversity, Equity, and Inclusion (DEI) Committee by Jordan DiPalma – First meeting last month. Did introductions, brainstorming and work to establish what to work on. We will not be expressly about programming, but may assist with awareness. A range of goals were addressed including the promotion of the importance of inclusion and providing educational resources for staff. Training, communication and an analysis of current conditions affecting diversity on campus were all discussed.

**XIV.** Executive Committee by Josh Schroetter – Updated with what is going on with committee, worked on budget to get funding requests in. We are getting the funding that was asked for.

**XV.** President’s Cabinet by Elizabeth Cronin – Weekly updates have been sharing much of the information discussed at the cabinet meetings.

**XVI.** Old Business – None.

**XVII.** New Business

A. Review of policies: 130, 135, 143, 149, 151, 156.1, and 327.

1. Overview on 130, 135, 143 & 149 –Leave Policy changes. Preservation of FMLA leave that was driven by staff senate last year, was passed at state level and need to change NDSU policy to reflect the changes allowing 40 hours of annual and sick leave to be preserved when using FMLA.

2. Motion to vote on policy 130 by Hopkins/Young. Motion passed

3. Motion to vote on policy 135 by Swank/Young. Motion passed

4. Motion to vote on policy 143 by Young/Helgaas. Motion passed

5. Motion to vote on policy 149 Swank/Reil. Motion passed.

6. Discussion of 151, code of conduct change to reference the new Federal changes to Title IX. Motion to vote on policy 151 Swank/Hopkins. Motion passed.

7. Discussion of 156.1 Title IX complaint procedures change. Motion to vote on policy Swank/Booher. Motion passed.

8. Discussion of 327, Evaluation of Academic administrators to include academic staff in the review of administrators who report to the Provost. Motion to vote on policy 327 by Hopkins/Swank. Motion passed.

**XVIII.** Announcements

A. From Maggie Latterell – Presented question to gauge interest in establishing a scholarship in honor of Ann Marschke Scholarship

B. Kay Hopkins Loss of Karin Johnson passed away last week. Obituary online at:  
<https://boulgerfuneralhome.com/obituaries/karen-l-johnson/>

**XIX.** Adjourned at 10:45

Scheduled meetings:

- Executive Committee: Wednesday, October 21<sup>st</sup> 2020, 9:30am by Zoom

- Staff Senate: Wednesday, November 4<sup>th</sup>, 9:30am by Zoom