

Minutes

Wednesday, May 6, 2020

Zoom

- I. Call to Order 9:31 by Cronin
- II. Attendance Report by Carin Engler – 41 present, 1 proxy, 3 excused, 5 absent, 8 guests. Quorum met.
Consent Agenda – Motion for unanimous approval of consent agenda made by Cronin; seeing no objections the consent agenda was adopted.
 - A. 151 Code of Conduct
 - B. 331.1 Course Syllabus
 - C. 331.3 Instructional Continuity Plan
 - D. 336 Examinations and Grading
 - E. 352 Promotion, Tenure and Evaluation
- III. Approval of Meeting Agenda - Motion for unanimous approval of meeting agenda made by Cronin; seeing no objections the agenda was adopted.
- IV. Campus Kudos - no Kudos to present at this meeting. Further Kudos moved to fall semester.
- V. Student Government Report – No report.
- VI. Faculty Senate Report – No report.
 - A. Approval of Wednesday, April 1, 2020 Staff Senate Meeting Minutes - Motion for unanimous approval of the 2020 April meeting minutes made by Cronin; seeing no objections the agenda was adopted.
- VII. Treasurer’s Report by Tina Exner -- appropriated \$3491.82, scholarship \$516.38, local \$5208.28
- VIII. Advisor Comments by John Woolsey – Thank you to Elizabeth for her leadership. Last Friday email about VSP phase 2, due to financial challenges. Incentives remain the same as previous program. Separation date is AUG 15. Website for more info. Leadership development program wrapped up. Good attendance and program went well. Evaluation is in process, plan to run a similar program next fall, and have a continued program for those who took it this year. Covid leave training is on site still, look into it if situation warrants it. Reach out with questions if you have any.
- IX. Committee Reports
 - A. Bylaws by Wendy Leach – Voted on changes last month, send to president’s office. Staff recognition committee currently requires rep from each band for 2 yr term. Proposal to remove the requirement for all bands due to low numbers in some bands. Motion Leach/Young. Motion passed.
 - B. Elections by Amanda Booher – Welcome to new senators. Introduction of Al Bernardo. Please fill out committee preference Google Doc which was emailed out this morning. Motion to elect Al Bernardo by Kopp/Thomas second. Motion Passed.
 - C. Legislative by Megan Bouret – No report.
 - D. Public Relations by Kate Nelson DeShaw – end of year recap on Facebook page, please submit items to Katherine.nelson.1 @ ndsu.edu
 - E. Information Technology by Ben Bernard - No report.
 - F. Scholarship by Kay Hopkins – Awards have been decided on. 10 dependents and 6 staff were awarded funds. Notices will go out shortly
 - G. Staff Development by Josh Schroetter—online opportunities developed and promoted, see email from earlier this week. 2 sessions per topic, offered over the next 6 weeks. Looking into books for a possible book club.
 - H. Staff Recognition by Dan Nygard – 2 Kudos will be awarded in Aug. 19 total awards were given this year, we received great nominations for the staff awards.
 - I. Campus Engagement by Krista Olson – No report.
 - J. Gunkelman Award by Megan Ramsett— Thank you to everyone who helped this year. The ceremony

for 2020 has been moved to October, and the 2021 ceremony is still expected in May of 2021.

- K. Environmental Sustainability by Kate Nelson DeShaw – FABO happened last week, thanks to everyone who checked it out. Still available on FB and Instagram. Lots of great things to showcase for both local and student work.
- L. Senate Coordinating Council by Margaret Latterell – 1st SCC Zoom this week, went well, met new representatives from student and faculty. Talked about the consent agenda items from today.
- M. State Staff Senate by April Helgaas – Discussed the impact and responses for COVID with postponement and cancellation both weighed. Tips for working remotely were shared. Annual face to face meeting was scheduled for June, but may be postponed to September. We will vote on that next meeting.
- N. Joint Committees
 1. Campus Space and Facilities by Ben Bernard - No report.
 2. Library by Alicia LaFerriere – End of the year updates. Student fee increase approved at a lower rate than requested. Digital Fab lab is working on PPE. Faculty survey on resources is being worked on.
 3. University Athletics by Shiloh Susag - No report.
 4. Learning Space Advisory Committee by Wendy Leach - No report.
- O. Ad Hoc Committees
 1. 30th Year Anniversary by Carin Engler – Met by Zoom, talked about ideas. Questionnaire on website is updated, please fill it out by end of semester. wondering if the event will need to be combined depending on how busy schedule is next fall. Meeting May 27th at 930
 2. Campus Food Insecurity Taskforce by Carin Engler – met yesterday, received MOU from foundation. Renewed it. Working to update a few points. Will have signature reps from across campus. Hoping to present the resolution to Student Body Senate on Sunday. John Glover believes we will get good buy in from corporations.
- X. Executive Committee by Margaret Latterell – Last meeting was on Zoom, practiced voting. Thanks to Daniel Ericson who helped get everything set up and working, including the voting for this week.
- XI. President’s Cabinet by Elizabeth Cronin – The April 27 meeting focused on how NDSU can best move forward into the future. Emerging perspectives suggest we will be in good shape to open as close to normal as possible in the fall. However, if the situation takes a turn for the worst, we will go in a different direction. The greater concern may be to faculty and staff who statistically are at a higher risk for complications from COVID-19. NDSU administration will be soliciting information from faculty and staff in order to develop policies and procedures. In addition, all decisions will be based on advice of public health experts and Sanford Health. Discussion followed about whether there will be an option for classes to exist in hybrid formats. Questions remain to be answered about hybrid classes and remote work policies. Bruce Bollinger reported that NDSU incurred \$6 million in losses or additional expenses related to COVID-19. His office is building the budget for next year, and he reports that the budget shortfall will be around the same as last year as long as enrollment numbers hold up. In spite of budget challenges, NDSU is moving ahead with employee increases. A new VSIP has been announced. The governor’s biennial budget guidelines will be coming soon (and have since been released after this report).
- XII. Outgoing Senator Recognition by Cronin to outgoing senators.
- XIII. Transition of Presidency
- XIV. Elections
 - A. President Elect – Josh Schroetter is nominated and has accepted the nomination. Other nominations were sought for the position. Motion by Erichsen/Exner to cease nominations and cast a unanimous ballot. Motion carried.
 - B. Treasurer – Tina Exner and Emily Hoadley were nominated and have accepted the nomination. Other nomination were sought for the position. Ballot closed and moved to a vote by Latterell. Tina Exner was elected to the position.
 - C. Membership – April Helgaas and Amanda Reil nominated and have accepted the nomination. Other nominations were sought for the position. Motion by Booher/Nelson DeShaw to cease nominations vote. Each of the candidates were given a chance to introduce themselves and present their reasons for wanting the position. Amanda Reil was elected to the position.

- D. PR Officer – Kate Nelson DeShaw is nominated and has accepted the nomination. Other nominations were sought for the position. Motion by Swank/Helweg to cease nominations and cast a unanimous ballot. Motion carried.
- E. IT Officer—Ben Bernard is nominated and has accepted the nomination. Motion by Booher/Leach to cease nominations and cast a unanimous ballot. Motion Carried.
- F. Member At Large, Executive Committee x3 – Corey Landowski, Wendy Leach, Connie Jadorny, Fred Hudson, Al Bernardo, and April Helgaas are nominated. They have all accepted their nomination. Other nominations were sought for the position. Motion by Leach/Swank to cease nominations and vote for each of the three positions one at a time in succession. Each of the candidates were given a chance to introduce themselves and present their reasons for wanting the position. April Helgaas, Fred Hudson and Wendy Leach were elected to the positions.
- G. Campus Space and Facilities Committee x 3 – Wendy Leach, Ben Bernard and Jen Young were nominated. They all accepted the nomination. Other nominations were sought for the position. Motion by Helweg/Swank to cease nominations and cast a unanimous ballot for all three nominees. Motion carried.
- H. Library Committee Representative – Alicia LaFerriere is nominated and has accepted the nomination. Other nominations were sought for the position. Motion by Exner/Cronin to cease nominations and cast a unanimous ballot. Motion carried.
- I. University Athletics Committee Representative x 2 -- Tina Exner, Corey Landowski and Shiloh Suzag are nominated. They all accepted the nomination. Other nominations were sought for the position. Motion by Kopp/Swank to cease nominations and vote. Each of the candidates were given a chance to introduce themselves and present their reasons for wanting the position. Shiloh and Corey were elected to the positions.
- J. Learning Space Advisory Committee – Tina Exner and Wendy Leach are nominated and have accepted the nomination. Motion by Reil/Mogck to close nominations and vote. Each of the candidates were given a chance to introduce themselves and present their reasons for wanting the position. Tina Exner was elected to the position.
- K. State Staff Senate Representative – Megan Bouret and Al Bernardo are nominated and have accepted the nomination. Motion by Young/Helweg cease nominations and vote. Each of the candidates were given a chance to introduce themselves and present their reasons for wanting the position. Al Bernardo was elected to the position.

- XV.** Old Business - None
- XVI.** New Business - None
- XVII.** Announcements - None
- XVIII.** Meeting was adjourned at 10:47 by Latterell.

Scheduled meetings:

- Staff Senate: Wednesday, June 3, 2020, 9:30 – 11 AM by Zoom
- Executive Committee: Wednesday, May 20, 2020, 9:30 AM by Zoom