

NDSU STAFF SENATE

Minutes

Wednesday, September 2nd, 2020

ZOOM

- I. Call to Order 9:31 by Margaret Latterell
- II. Attendance Report by Amanda Reil – 41 present 6 absent 1 excused
- III. Consent Agenda – (https://www.ndsu.edu/policy/senate_coordinating_council/) – None.
- IV. Approval of Meeting agenda – Motion for unanimous approval of the meeting agenda by Margaret Latterell; seeing no objections the agenda was adopted.
- V. Campus Kudos Dan Nygard
 - A. Wendy Leach
 - B. Jim Sellner
- VI. Speaker - None
- VII. Student Government Report – No report.
- VIII. Faculty Senate Report – No report.
- IX. Approval of the Wednesday, June 4th, 2020 Staff Senate Meeting Minutes – Motion for unanimous approval of the 2020 April meeting minutes by Margaret Latterell; seeing no objections the agenda was adopted.
- X. Treasurer’s Report by Tina Exner – Appropriated fund: \$1168.02, local fund: \$5213.28, Scholarship: \$516.38
- XI. Advisor Comments by John Woolsey – Leadership development was rolled out last spring, originally done with a hybrid format, it has been moved to online. There have been challenges with getting room with the right equipment, so further training is postponed to January. Kristina Astrup will be leading a book club by email focusing on a book covering 360 Leadership. Hardcover books are being ordered.
NDSU hiring is moving from People Admin to Recruiting Solutions. Site with resources available on HR Site. Process used for temps, part time and student workers will change on 14th. All will be posted on Recruiting Solutions site. Covid Leave covers school closures and hybrid situations, is scheduled to end Dec. 31st of 2020. A lot of leave is being used, reach out with questions. We appreciate everyone’s efforts to wear face coverings and keep us safer. Question brought up about the payroll tax executive order. Answer given that Pat Hanson is the best person to ask, currently order is in talk stage, and no changes are currently being made.
- XII. Public Relations Officer: Kate Nelson – Olivia Scott will be taking over while Kate is on maternity leave.
- XIII. Committee Reports
 - A. Legislative and Bylaws by Elisabeth Cronin– In May when we voted to change to Bylaws, we inadvertently took out passage for process on how to remove senator instead of just updating it. New proposal was made in June. There were concerns with wording, updated version was brought to exec and approved. Cronin is now bringing the updated process for removing a senator to the floor. Motion by Cronin/Hopkins to adopt as written. Questions on wording discussed and updates to wording made. Motion moved to poll for vote as a count is needed. 13 in favor, 15 against. Concerns presented about due process, transparency, and steps that need clarification. Motion by DiPalma/Exner to have the Bylaws committee consider due process, transparency and a rebuttal process in the wording.
 - B. Elections by Elizabeth Cronin – No report.
 - C. Information Technology by Ben Bernard – IT is busy. Working to connect campus with everything needed for HyFlex and other changes.
 - D. Scholarship by Kay Hopkins – No report.
 - E. Staff Development by Kristi Steinmann – No report.
 - F. Staff Recognition by Dan Nygard – Updated process for remote Kudos is in place until we are able to meet in person again,
 - G. Campus Engagement by Fred Hudson – Committee has continued to meet, working to see what it looks like in the new situation. How can blood drives work? Ways to rehash and work with new groups. More to come. Contact with any questions.

- H. Gunkelman Award by Megan Ramsett – The ceremony for 2020 has been moved to October 15th at 3pm and will be held online by Zoom. More information will be coming soon.
- I. Environmental Sustainability by Carin Engler – report to be emailed. Will be meeting with Student groups, exploring composting on campus, working with departments to reduce, reuse, recycle.
- J. Senate Coordinating Council by Margaret Latterell- meeting for 1st time next week. Meeting by Zoom.
- K. State Staff Senate by April Helgaas – SSS has next meeting Sept 14th.
- L. Joint Committees
 - 1. Campus Space and Facilities by Ben Bernard – No report.
 - 2. Library by Alicia LaFerriere – No report.
 - 3. University Athletics Shiloh Susag – No report.
 - 4. Learning Space Advisory Committee by Tina Exner – No report.
- M. Ad Hoc Committees
 - 1. 30th Year Anniversary by Carin Engler – Thought about having the event, but have decided to postpone so we can have the event in person. We would still like to do something and use the logo that Jen came up with distributing masks with the logo on it for staff, either just staff senate or at large. Possibly sell as fundraiser.
 - 2. Campus Food Insecurity Taskforce by Carin Engler – We have a joint group of two dozen people across campus. An impact grant was written and submitted which includes a salary for a grad student, equipment for the program and food. An MOU with the foundation is finalized as is the partnership with Great Plains Food Bank. Casey Peterson’s office is the host office. Work is being done on a payroll deduction program. Alba Bales is unavailable for use due to being state property and so we are looking at mobile distribution sites. Work is being done on a logo.
- XIV.** Executive Committee by Josh Schroetter – As short meeting was held a few weeks ago, we talked about meeting spaces.
Budget numbers are in flux due to changes to running this year.
- XV.** President’s Cabinet by Elizabeth Cronin – The cabinet will be meeting weekly for start of semester. Much of this has come out in recent emails. It’s better that we know about positive cases so appropriate action can be taken. Clarification on wearing masks outdoors when crowded was added. The foundation is still seeing a good amount of estate and future giving even if current has slowed. The Veterinary Diagnostic lab is getting set up for Covid testing. Budget hearing is in OCT and they are working on statements. A grant from the DOD was received for work in polymers. IT focusing on converted classrooms to make sure tech is working and has everything needed, will the work on updating existing rooms. Native American Land acknowledgement committee is finalizing a land acknowledgement statement. Student Body President stated that the first week is going well, students happy to be back and are mostly ok with following health guidelines. Student government handed out 4000 welcome packs which included masks, more still available. Push for CARES 19 apps will be coming this week. Find out more at <https://ndresponse.gov/covid-19-resources/care19>.
- XVI.** Old Business – None.
- XVII.** New Business
 - A. Given State of everything around the country with BLM and related events as well as with concerns for racial justice that have been raised here on campus at NDSU; Jordan DiPalma would like to propose that a Racial justice, diversity, equity and inclusion ad-hoc committee be formed. Motion Seconded by Cronin. Motion passed, the committee will be formed. Forward your name to Jordan DiPalma if you are interested in joining this committee.
- XVIII.** Announcements
- XIX.** Meeting was adjourned at 10:34 by Margaret Latterell.

Scheduled meetings:

- Executive Committee: Wednesday, September 16th 2020, 9:30am by Zoom
- Staff Senate: Wednesday, October 7th, 9:30am by Zoom