

NDSU STAFF SENATE

Minutes

Wednesday, November 2nd, 2022

Prairie Rose – Memorial Union

Zoom - <https://ndsu.zoom.us/j/92677455224?pwd=OXhjWnprdENibzF1cmRTWG5aeTJBQT09>

We collectively acknowledge that we gather at NDSU, a land grant institution, on the traditional lands of the Oceti Sakowin (Dakota, Lakota, Nakoda) and Anishinaabe Peoples in addition to many diverse Indigenous Peoples still connected to these lands. We honor with gratitude Mother Earth and the Indigenous Peoples who have walked with her throughout generations. We will continue to learn how to live in unity with Mother Earth and build strong, mutually beneficial, trusting relationships with Indigenous Peoples of our region.

Information and reminders on hybrid meetings can be found at the bottom of the agenda*.

- I. Call to Order – 9:31 AM**
- II. Land Acknowledgement**
- III. Approval of Meeting Agenda – Approved.**
- IV. Campus Kudos** by April Helgaas
 - A. Annie Keller
 - B. Brenna Dillum
 - C. Diane Ness and Chris Anderson
 - D. Deana Boucher
- V. Program – Laura Dahl – Assistant Professor, NDSU School of Education**
- VI. Student Government Report** by President Christian Walth
 - A. No report.
- VII. Faculty Senate Report** by President Anastassiya Andrianova
 - A. October meeting was used to finalize their priorities for the year. These were shared at the October Staff Senate Meeting.
 - B. President Andrianova has charged an ad hoc committee on Program Overlap and Course Duplication.
 - C. They have reviewed and voted on several policies.
 - D. Next meeting is November 14th.
 - E. Their Budget Committee is meeting with Huron today, November 2nd, 2022.
 - F. Faculty Senate issued a statement of solidarity for students and faculty in Iran and Sri Lanka as their nations protest arbitrary governmental action and violence. While these actions are not on domestic land, they feel that assault on democracy elsewhere is also an assault on democracy here. The statements were shared with the other governing bodies so that Staff Senate and Student Senate may make their own decisions on issuing a statement.
- VIII. Updates and Q&A – President Cook**
 - A. Budget – President Cook recognizes the difficult position the institution and staff are in when budget changes need to be made. He expressed his gratitude to staff who are already doing more with less.
 - B. Retention – NDSU has done an excellent job recruiting students to NDSU and incoming Freshmen enrollment is better than peer and regional institutions, but the difficulty is in retainment and progression.
 - C. Leadership – He has set-up a leadership assembly where dialogue and ideas are shared as he works on the challenges in front of NDSU.
 1. He has a link on his portion of the website to “Share Your Idea” and he reads all of them. Please consider leaving feedback or ideas to him: https://www.ndsu.edu/president/share_your_ideas/
 - D. Question from Senator: Has shared many ideas to the “Share Your Ideas” link and thinks there is likely a fear amongst staff about sharing ideas, even anonymously, because of how ideas might have been responded to in the past.
 1. Steinmann: Something else that might contribute to this perceived barrier is the notion that submitting something through this form might feel like ignoring hierarchy within units/departments.

- a. President Cook: Recognizes the nature of this and appreciates the feedback.
- E. Provost Change: President Cook shared that he understands those decisions will not always be received well. He is focused on the challenges ahead for NDSU and determining how to rise to those challenges. He reiterated his appreciation and respect for the previous Provost.
- F. Question from Senator: Will there be a hiring freeze, or projections on filling vacant positions?
 - 1. President Cook: He has asked Dr. Bertolini to put together a plan over the next couple of months to address some hiring needs. He does not anticipate a hiring freeze, but does foresee a situation where we slow down hiring for now. He acknowledged that some positions are necessary and need to be filled while others need to be evaluated in the interim.
- G. Research & R1 Classification: The Vice President for Research and Creative Activity now reports to President Cook. This is not uncommon at R1 institutions. His interests also lie in applied research so he felt had an opportunity to help bolster our R1 classification.
- H. Question from Senator: In the Huron Town Hall, a question was posed to the Huron Consultants regarding cuts to positions which Huron reframed as “streamlining”.
 - 1. President Cook: Academic units are likely moving to an incentive based budget model that puts incentive and responsibility back within academic units. This type of budget model is not a new idea; other state institutions and regional institutions have adopted these types of budget models. Huron also helped to identify business processes that do not work or do not make sense for our size of an organization.
- I. Question from Senator: Is there any research or surveying to understand why students are not coming back?
 - 1. Registrar Hunt: There is data from the Office of Institutional Research and Analysis showing indicators as to why students leave. There is also testimonial from students that are successful by statistical measures, but still have reasons they have contemplated leaving.
- J. Question from Zoom Attendee: After several years of budget cuts and low morale, what changes do you see implemented to support staff that are low or no-cost?
 - 1. President Cook: Flexible work program is one such measure that’s been implemented. He is still soliciting many ideas and feedback in ways that he can such as attending forums, Staff Senate, and having the Share Your Ideas link open. He presented his budget for NDSU to Governor Burgum including inflation adjustments to salaries and he believes there is support there for such raises. Evaluating days off is something he would need to look more into with Human Resources or the University System.
- IX. Attendance Report by Saurabhi Satam**
 - A. Present: 36
 - B. Absent: 1
 - C. Excused: 2
 - D. Guests: 48
- X. Senate Coordinating Council by Joshua Schroetter**
 - A. One policy was reviewed at their last meeting and is now on the Consent Agenda. There was one change made; there is no appeals board so that has been removed from the policy.
- XI. Consent Agenda – (policy details here: https://www.ndsu.edu/policy/senate_coordinating_council/)**
 - A. Policy 335 – Academic Integrity in Instructional Contexts
 - B. Motion to pass the Consent Agenda by Latterell, second by Swank. Passed.
- XII. Approval of Wednesday, October 5th, 2022 Meeting Minutes**
 - A. Approved.
- XIII. Treasurer’s Report by Justin Swank**
 - A. No report.
- XIV. Public Relations Officer Report by Olivia Buller**
 - A. No report.
- XV. Day of Honor by Corey Landowski**
 - A. **February 8th, 2:00PM.**
 - B. Singular, collaborative event between Staff Senate, RHA, Student Senate, and Dean of Student’s Office.
 - C. Nominations for honorees can be submitted on the Staff Senate website.
- XVI. Committee Reports**

- A. Elections by Joshua Schroetter
 - 1. No report.
- B. Legislative and Bylaws by Maggie Latterell
 - 1. In North Dakota, there is early voting this week and elections next week. Make sure find your polling place, get informed, and vote.
- C. Information Technology by Daniel Erichsen
 - 1. There will be a quota implemented on Google storage soon. This will be communicated to campus from IT when there are more specifics. Youtube currently will not be a part of this change.
 - 2. There will be a Zoom update required soon for users using outdated software versions that are about 1 year old or older.
 - 3. If anyone has questions about the recent password changes, please reach out to Daniel Erichsen.
- D. Scholarship by Kay Hopkins
 - 1. Thank you to everyone who participated in the Costume Contest. They raised about \$250 for Staff and Staff Dependents scholarships.
 - 2. They decided to create a Traveling Trophy for the winning group for the Costume Context. If you have other ideas on events to keep the Traveling Trophy moving, please share those ideas with Kay Hopkins and the Scholarship committee.
 - 3. Blaze Pizza fundraiser is on the last Wednesday of every month.
- E. Staff Development by MD Sharijad Hasan
 - 1. No report.
- F. Staff Recognition by April Helgaas
 - 1. No report.
- G. Campus Engagement by Olivia Buller/Jordan DiPalma
 - 1. Thank you for attending the Relaxation and Wellness event. They'll send a survey out to attendees to solicit feedback soon.
- H. Gunkelman Award by Jenna Reno
 - 1. Event will be May 3rd at 3:00pm which they confirmed with the Gunkelman family.
 - 2. Their first meeting will be soon.
- I. State Staff Senate by Kay Hopkins
 - 1. It was reported that more than 4,000 staff responded to the Chancellors survey.
 - 2. The legislative committee is getting ready for the legislative session; they will track legislation that impacts staff. If you feel there is legislation they should track, please let Kay Hopkins know.
 - 3. Policy 803.1 relating to Purchasing impacted the smaller institutions who were not fully in compliance but NDSU has been.
 - 4. Policy 820 on Tuition Waivers – discussion centered on how to create consistency between institutions as there are discrepancies right now.
 - 5. Parental Leave – this is now with the system office.
 - 6. Lake Region is looking at a Fall Break that at this time would just be for students.
 - a. Additional discussion regarding
- J. Joint Committees
 - 1. Campus Space and Facilities by Ben Bernard
 - a. The new skywalks are open!
 - 2. Library by Alicia LaFerriere
 - a. No report.
 - 3. University Athletics by Corey Landowski
 - a. Fall meeting was on Friday, October 28th.
 - b. Outdoor track is complete
 - c. Dakotah Field is now exclusively the women's soccer team home field.
 - d. Football Facility Phase 1 is complete. Phase 2 which includes meeting spaces and training spaces should complete during the Spring.
 - e. There are several nominations for top GPA performers in many conferences.

- f. There are several initiatives underway to support student athletes mental health, including a contracted mental health professional.
 - 4. Learning Space Advisory Committee by Emily Vieweg
 - a. There has been discussion between what constitutes Active Learning Spaces and Scale Up spaces. They have been tasked with understanding what faculty needs are as it relates to these different spaces and definitions by contacting department admins.
 - 5. Student Voice Project by Jordan DiPalma
 - a. First meeting was on October 25th.
 - b. Dialogue revolved around campus belonging, campus diversity and inclusion, success or barriers for students. The students that attended are asked to go to their constituent groups, friends, etc. and to return to their meetings to share. If you would like to read the notes from that meeting, please contact Jordan DiPalma and she can share them.
 - K. Ad Hoc Committees
 - 1. Diversity, Equity, and Inclusion (DEI) Committee by Jordan DiPalma
 - a. They are meeting on November 3rd to look at other institutions bylaws about similar committees to become a standing committee.
- XVII. Executive Committee** by Kristi Steinmann
- A. There were 3 guest speakers at their last meeting including President Cook, Emily Berg, and Huron Consulting. Emily Berg intends to come to Staff Senate to allow her to present the findings from the Campus Climate Survey to allow Staff Senate to determine what to do with those items.
- XVIII. President's Cabinet** by Maggie Latterell
- A. No report.
- XIX. Advisors Comments** by Mark Genkinger
- A. Remote Work Program – There was a question to President Cook regarding this; some departments and chairs are eager to implement, but when they reach out to their supervisors who, there is not support.
 - 1. There was discussion amongst senators regarding appropriate methods to engaging in this conversation and barriers that some have encountered. Genkinger encourages staff to show supervisors how remote work can be managed on an individual and team basis to help show supervisors the tools they have to continue to provide service; this puts the onus back on supervisors to see that it can work and they should not simply put their foot down. He will assist in dialogue where he feels he can and will communicate with President Cook further while also highlighting that President Cook and his cabinet have already supported Remote Work and supervisors should be cognizant of this fact.
- XX. Old Business**
- A. No old business.
- XXI. New Business**
- A. No new business.
- XXII. Announcements**
- A. After Meeting Lunches – Kristi Steinmann
 - B. United Way Campaign – If you pledge \$25 you are entered in weekly drawings for donated pies, hams, or turkeys.
- XXIII. Adjourn – 11:14 AM**

Scheduled meetings:

- Staff Senate: Wednesday, November 2nd, 2022, 9:30 am by Zoom or Prairie Rose– Memorial Union
- Executive Committee: Wednesday, October 19th, 2022, 9:30 am by Zoom or Nueta – Memorial Union