

# NDSU STAFF SENATE

## Minutes

Wednesday, December 7<sup>th</sup>, 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 – 9:30 AM**
- II. Land Acknowledgement**
- III. Approval of Meeting Agenda – Approved.**
- IV. Student Government Report** by President Christian Walth
  - A. No report.
- V. Faculty Senate Report** by President Anastassiya Andrianova
  - A. They held a listening session with Dr. Bertolini about NDSU Transform and the upcoming January Plan. There is a lot of anxiety and questions regarding the upcoming plans. They suspect this will be a primary point of discussion at their next meeting.
  - B. They created a special ad-ho committee for the upcoming Legislative session.
  - C. They believe this will be a difficult session but is hopeful that through shared governance, they can be prepared for the upcoming legislative session.
  - D. Question from Senator: Where is the meeting next week for the strategy session for the upcoming legislative session?
    1. The meeting is a preliminary meeting with representatives from the governing bodies prior to starting to build their strategy and is over Zoom.
- VI. Attendance Report** by Saurabhi Satam
  - A. Active – 40
  - B. Present – 34
  - C. Excused – 2
  - D. Absent – 3
  - E. Guests - 25
- VII. Approval of Wednesday, November 2nd, 2022 Meeting Minutes – Approved.**
- VIII. Campus Kudos** by April Helgaas
  - A. Allen Bietz
- IX. Program**
  - A. Interim Provost Bertolini
    1. We are in facing a tough moment at NDSU, but he appreciates everyone being attentive and putting in hard work. There are some ideas that have already been implemented and many things that are still being considered.
    2. He understands some of the changes that are coming or have been recommended by Huron might be disruptive, but the goal is to find solutions for NDSU that are sustainable.
    3. Question from Senator: She works in Public Health and there are many research staff. Since NDSU is aiming to strengthen and retain its R1 status, what is being done to take care of research staff?
      - a. Response: That is a good point that has also come up from the dean and department chairs. It is something he is keeping an eye on as plans develop, and he is open to criticism as plans are made and implemented and can continue to be changed.

- b. Follow-up Question: What is the best way to provide feedback or red-flags that are noticed as the plans are unfolding?
      - (1) The “Share Your Ideas” option, the NDSU Transform email address, and the feedback on the January Plan are all available.
- 4. Question from Senator: On the Qualtrics survey, one of the departments was missing which happens to be the one that he works in.
  - a. Response: That has been corrected, but he apologizes for the error and it was not deliberate.
- 5. Question from Senator: With some of the reorganizations, would these changes move all departments within a college together or separate them out?
  - a. Response: That level of detail would require some more time spent on it to better understand the synergy.
    - (1) Follow-up Feedback: Senator recommends the College of Agriculture is not split up as they have faculty appointed in all three departments and they have a lot of synergy as-is.
- 6. Question from Senator: In instances where staff positions are decreased or fewer people need to do the work that was previously spread out, what is being considered for staff? Will they need to reapply, will we help them find something else?
  - a. Response: His goal is not to invent stress or anxiety when so much already exists, so he does not envision asking anyone to reapply to positions. His hope would be to find avenues to make changes as simple as possible and to not create brand new positions to apply to. The Huron Consulting has provided some options for the reorganization as well.
- 7. Question from Senator: In all 4 scenarios put forward, their department is disbanded but the level of work is still needed when it’s spread out. Two questions: will staff pay be restructured and what is the timeline for some of these changes?
  - a. Response: No, pay changes are not being considered that is aware of as that would be dispiriting. There are not firm dates yet.
- 8. Question from Senator: A senator asked Dr. Bertolini to provide a broad overview of the plans and the academic reorganization.
  - a. Response: If you’d like to review this portion, please watch the recording or refer to emails from Dr. Bertolini with the plans.
- 9. Question from Senator: The Huron report has some reporting and reorganizing changes outlined, but they seem to make things more complicated. Are these finalized changes or are they still just ideas?
  - a. Response: As far as he knows, right now they are just ideas. The idea is to eliminate errors and redundancies, but they are still ideas.
- 10. Question from Senator: What role are students playing in this process?
  - a. Response: President Cook has been involving students even prior to him stepping into the Provost role. He has met with Student Government and has ongoing discussions with them, Provost Bertolini has created channels for students to give feedback, and they give lots of detailed feedback. Their feedback is important because we are here to provide their education. It is a challenge to garner feedback from 11,000 students but he does not think they should shy away from it.
- 11. Question from Senator: How is staff morale being considered in the upcoming changes and plans?
  - a. Response: Accountability needs to be a part of the plan. Supervisors need to understand that when tasks add up on staff’s plate that are not a part of their job description, something needs to change.
  - b.

**X. Senate Coordinating Council** by Joshua Schroetter

A. **They will be reviewing all policies at their upcoming meeting and will have them on the agenda for the January meeting.**

**XI. Consent Agenda** – (policy details here: [https://www.ndsu.edu/policy/senate\\_coordinating\\_council/](https://www.ndsu.edu/policy/senate_coordinating_council/))

- XII. Treasurer's Report** by Justin Swank
  - A. No report.
- XIII. Public Relations Officer Report** by Olivia Buller
  - A. Thank you to everyone who has been engaging with the Facebook page and helping to share about the happenings and good work of staff.
- XIV. Day of Honor** by Corey Landowski
  - A. The ceremony will be on February 8<sup>th</sup> at 2:00 PM.
  - B. They have received some nominations and encourage folks to submit names of anyone they are aware of.
  - C. They have their next meeting scheduled in January.
- XV. Committee Reports**
  - A. Elections by Joshua Schroetter
    - 1. No report.
  - B. Legislative and Bylaws by Maggie Latterell
    - 1. The South Dakota legislature approved raises for their state employees which can be used as point of interest when legislators are lobbying in North Dakota since neighboring states are providing raises in subsequent years.
  - C. Information Technology by Daniel Erichsen
    - 1. Most updates provided were shared in previous meetings such as password resets, Zoom updates, and changes to Google storage capacities.
    - 2. The cable television contract is up for renewal next fall which primarily serves residential students and feeds in the Memorial Union and Wellness Center.
  - D. Scholarship by Kay Hopkins
    - 1. They participated in Giving Day this year which raised \$50 for their scholarship fund.
    - 2. You can donate at any time by accessing their fund through the Foundation.
    - 3. There were no funds raised at the November Blaze Pizza fundraiser. There is on more on December 28<sup>th</sup>.
  - E. Staff Development by MD Sharijad Hasan
    - 1. They met last month and came up with some ideas for programs in the upcoming meetings. They meet again soon and will work to finalize some plans.
  - F. Staff Recognition by April Helgaas
    - 1. No report.
  - G. Campus Engagement by Olivia Buller/Jordan DiPalma
    - 1. No report.
  - H. Gunkelman Award by Jenna Reno
    - 1. Nominations are openin gin March and the event will be in May.
  - I. State Staff Senate by Kay Hopkins
    - 1. No report.
  - J. Joint Committees
    - 1. Campus Space and Facilities by Ben Bernard
      - a. There was a lengthy report provided encompassing all of the ongoing projects, upcoming projects, and potential impacts of the upcoming legislative session on some of those projects. **If you are interested in watching, you can find this report starting at the 1:08:30 mark of the recording.**
    - 2. Library by Alicia LaFerriere
      - a. No report.
    - 3. University Athletics by Corey Landowski
      - a. No report.
    - 4. Learning Space Advisory Committee by Emily Vieweg
      - a. They are looking at what determines if a space is an active learning space. This also impacts potential changes to how classrooms are labeled in ad-astra to better identify spaces and their uses.

- b. They discussed how some classrooms are being deinstrumented as technology comes to end of life cycles and might not be renewed.
    - 5. Student Voice Project by Jordan DiPalma
      - a. No report.
  - K. Ad Hoc Committees
    - 1. Diversity, Equity, and Inclusion (DEI) Committee by Jordan DiPalma
      - a. No report.
- XVI. Executive Committee** by Fred Hudson
  - A. Phil Hunt was their guest at their last meeting. One point of discussion was retention, including the Retention Roadshow. The link is on the agenda and we encourage senators to watch it.
  - B. They had to provide a list of staff names for an appeals board to employee appeals processes. They came up with a method to randomly select and notify eligible staff to serve on this board if they are willing.
- XVII. President's Cabinet** by Maggie Latterell
  - A. They discussed the January Plan which was also covered by Dr. Bertolini.
- XVIII. Advisors Comments** by Mark Genkinger
  - A. Remote Work continues to be a point of discussion and sometimes a sensitive topic. They have received 60 requests so far. If you continue to have questions or comments, please reach out to Mark Genkinger.
- XIX. Old Business**
- XX. New Business**
- XXI. Announcements**
  - A. Retention Roadshow Link
    - 1. <https://ndsuzoom.us/rec/share/NYIIHPmSlea1I2nk0eoOBNOw9gZlhwRvEbmbI3bnu4TwuCM2ngPxBijtC4jmHE67.EMrA5N9NukDsn6Vt>
  - B. Presidents Council on Retention
    - 1. Hudson and Steinmann are sitting on this council and work has been underway to identify means to improve retention.
  - C. Hear the Herd – Fred Hudson
    - 1. This is a student-based listening session hosted by NDSU leadership and administrators.
  - D. Leadership Assembly – Fred Hudson
    - 1. President Cook regularly invites campus stakeholders to monthly assemblies to share plans and garner feedback on ongoing issues facing NDSU.
  - E. Melissa Lamp is proposing an ad-hoc committee to review staff job descriptions to include “service” as a percentage of their job descriptions. The ad-hoc would evaluate advantages and disadvantages of such a policy. If you are interested in pursuing this further, please let Melissa Lamp know. President Hudson will send the initial document in an email.
- XXII. Adjourn – 11:22 AM.**

Scheduled meetings:

- Staff Senate: Wednesday, December 7<sup>th</sup>, 2022, 9:30 am by Zoom or Prairie Rose– Memorial Union
- Executive Committee: Wednesday, December 21<sup>st</sup>, 2022, 9:30 am by Zoom or Nueta – Memorial Union