

# NDSU STAFF SENATE

## Minutes

Wednesday, December 6<sup>th</sup>, 2023

Prairie Rose – Memorial Union

Zoom - <https://ndsu.zoom.us/j/97076422648?pwd=RnBwNlVzNFdHR3ZrRnFCVfdaeIBkdzO9>

*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 – Motion to approve by Hasan, second by Lamp. Passed.**
- IV. Campus Kudos by Kelly Todd**
- V. Faculty Senate Report by Warren Christiansen**
  - A. Jeremy Jackson filled in for Warren Christiansen. Jeremy is the President-elect of Faculty Senate.
  - B. Faculty Senate leadership, Staff Senate leadership, and Student Senate leadership met with NDSU leadership in the prior week to discuss their constituents survey results. Faculty Senate is discussing their findings at their next Senate meeting as well.
  - C. Faculty Senate has had a number of issues on their agenda recently that are contentious and has garnered attention within NDSU and the broader community and media outlets. One of those items was the Vote of No Confidence in NDSU Administration. They voted to remove this item of business from their agenda.
  - D. NDSU hired a new Vice President for Communication and Marketing, Kathryn Kloby.
  - E. Jeremy is looking forward to working toward strengthened understanding and implementation of shared governance through this year and the course of his term next year.
- VI. Student Government Report by Kaylee Weigel**
  - A. There is not a student version of the survey related to the Provost Office reorganization.
  - B. Student Government created their own “Share Your Ideas” and got a lot of feedback. They will continue to push for student feedback.
  - C. President Weigel asked that if anyone works in academic buildings, they let her know if students can have access with their ID’s when the buildings are closed. The library changed their hours this year and some students are concerned about finding adequate study space, so they would like to know what areas are available for students.
- VII. Program**
  - A. Admissions – Corey Schlack and Zeb Watkins
    - 1. Admissions shared information and a presentation about Visits with Prospective Students, specifically related to understanding Generation Z students.
      - a. If you would like access to this information or assistance from Admissions, you can contact them at any time.
      - b. **Please note:** You can also view their presentation by watching the recorded version of this meeting while it is available.
  - B. Staff Provost Reorganization Survey Analysis – Emily Berg and Tara Nelson
    - 1. OIRA presented their findings and themes from the Staff Senate survey relating to the Provost Office Reorganization. This information was also shared with Faculty Senate leadership, Student Senate leadership, and NDSU Administration.

- a. **Please note:** You can also view their presentation by watching the recorded version of this meeting while it is available. OIRA will also share the presentation slides with anyone interested.
- 2. 6.5% of staff responded
- 3. Themes emerged from data set:
  - a. Addressing Gender Dynamics
  - b. Concerns over Dismissal and Respect for Dr. Bilen-Green
  - c. Lost Connection with Senior Administration
  - d. Frustration with Communication
  - e. Desire for Shared Governance
  - f. Desire for Transparency, and Improved Culture at NDSU
  - g. Agrees with Decisions, Trusts Administration to Make Decisions
- 4. Recommendations from OIRA based on findings
  - a. Staff Interviews on Reorg
  - b. Employee Well-being Survey
  - c.

**VIII. President's Report** by Kristi Steinmann

- A. The content of President Steinmann's report was shared during Old Business.

**IX. Old Business**

- A. Provost Office Reorganization
  - 1. President Steinmann and President Christiansen are working on a joint communication to send their findings to campus, including the presentations by OIRA.
  - 2. Some of the feedback that has been gathered regarding the positions that were announced/changed during the reorganization changes are being implemented.
    - a. Lamp shared she believes another draft of those positions, with implemented feedback, should be coming to campus prior to them posting the openings.
  - 3. Questions from senators:
    - a. Does OIRA have recommendations as a result of this survey?
      - (1) OIRA: Beyond the recommendations above to continue to dig into campus climate, they do not. They see the next steps of building resolution to be the work of the various senates and leadership. .
      - b. Will there be follow up regarding any action items that come out of future conversations on this topic?
        - (1) Steinmann: Yes, there are a few avenues that are open right now including President's Council for Campus Wellbeing, the recommended surveys by OIRA, and some other working groups. She anticipates this will be an ongoing point of discussion.
        - (2) Hudson: The presentation by OIRA will be shared to staff and he encourages staff to share that information within their offices and to discuss with one another.
  - 4. Some recommendations, in no particular order, that stemmed from discussion:
    - a. Talking circle with Restorative Practices Network
    - b. Sharing in small groups
    - c. Staff/Faculty can meet with Ombud's office, students can meet with Counseling Center Staff
    - d. Work toward building community on campus instead of remaining siloed

**X. Senate Coordinating Council** by Fred Hudson

- A. **Consent Agenda** – (policy details here: [https://www.ndsu.edu/policy/senate\\_coordinating\\_council/](https://www.ndsu.edu/policy/senate_coordinating_council/))
- B. **Input Agenda**
- C. Senate Coordinating Council meets on December 6<sup>th</sup>, 2023.

**XI. Attendance Report** by Joshua Schroetter

- A. Present – 36 Senators
- B. Absent – 6 Senators
- C. Excused – 2 Senators
- D. Guests - 31

- XII. Approval of Wednesday, November 1<sup>st</sup>, 2023 Meeting Minutes** – motion to approve by Swank, second by Young. Passed.
- XIII. Treasurer’s Report** by Justin Swank
- A. Appropriated: \$3,679.66
  - B. Local: \$4,855.85
  - C. Scholarship: \$27.48
  - D. Hopkins: On Giving Day, they brought in \$120.11 plus an anonymous gift for the Staff Senate Scholarship fund.
- XIV. New Business**
- A. Accessibility Committee Representation
    - 1. Staff Senate has representation on the Accessibility Committee. If it is something that interests a senator, please let Fred Hudson know so he can connect you with the committee.
- XV. Staff Senate Executive Committee** by Kay Hopkins
- A. No report. Much of the meeting was related to the presentation that was shared by OIRA.
- XVI. Advisors Comments** by Mark Genkinger
- A. No report.
- XVII. Committee Business**
- A. Public Relations Officer Report by Olivia Buller
  - B. President’s Cabinet by Kristi Steinmann
  - C. Elections by Fred Hudson
  - D. Legislative and Bylaws by Shiloh Susag/Maggie Latterell
  - E. Information Technology by Daniel Erichsen
  - F. Scholarship by Corey Landowski
  - G. Staff Development by Melisa Lamp
  - H. Staff Recognition by Nazrin Ferdousi / Kelly Todd
  - I. Campus Engagement by Olivia Buller
  - J. Gunkelman Award by Jen Young / Amolia Schumacher
  - K. State Staff Senate by Emily Vieweg
    - 1. Campus Closures / Remote Work
  - L. Joint Committees
    - 1. Campus Space and Facilities by Ben Bernard
    - 2. Library by Alicia LaFerriere
    - 3. University Athletics by Corey Landowski
    - 4. Learning Space Advisory Committee by Emily Vieweg
  - M. Ad Hoc Committees
    - 1. Engagement/Service in Job Descriptions by Melissa Lamp
    - 2. University Business Hours by Shiloh Susag
      - a. A draft of the survey is being worked on. The committee honed in their definition of University Business Hours for the purposes of the survey to indicate what it does/does not cover or impact. A survey will not be sent to students at this stage. If feedback from employees leads to recommendations for a change, then student input would be sought to compliment findings from employees.
  - N. Day of Honor by Corey Landowski
    - 1. The committee sent out emails beginning to solicit names to be honored. It is okay to submit names, even if you are unsure if they have been honored, so that they can double-check.
    - 2. The event is February 13<sup>th</sup> at 2:00 PM.
- XVIII. Announcements**
- A. Swank: One of the Agronomy staff has a family member going through medical treatments and there is a benefit for them. If you’d like to know more, please reach out to Justin.
  - B. Vieweg: Vieweg was selected to serve on the first North Dakota Cross Disabilities Advisory Council. If you have any concerns about children with disabilities and getting them services they need, please reach out to Emily and she can assist in sharing information.
- XIX. Adjourn** – 11:16 AM

Scheduled meetings:

- Staff Senate: Wednesday, January 3<sup>rd</sup>, 2023, 9:30 am by Zoom or Prairie Rose– Memorial Union
- Executive Committee: Wednesday, December 20<sup>th</sup>, 2023, 9:30 am by Zoom or Peace Garden – Memorial Union

Scheduled Program:

- January – President Cook
- February – Jolie Graybill, Dean of Libraries
- March – Mike Ellingson, Campus Updates

Committee Reports Submitted through Qualtrics Form:

- 1) Public Relations Officer Report by Olivia Buller
  - Be sure to send any info to Olivia.Buller@ndsu.edu if you want it share on our Staff Senate Facebook Page.
- 2) Elections by Fred Hudson
  - No report.
- 3) Legislative and Bylaws by Shiloh Susag/Maggie Latterell
  - The committee created a draft of updates to the Bylaws. The goal is to have a draft ready for review and voting by the February meeting so that it can be passed and accepted prior to Spring elections.
- 4) Information Technology by Daniel Erichsen
  - Classroom Deinstrumentation Report
    - 6 rooms going offline in the coming years
  - Bison Login update
    - Should happen over winter break - just a name change, no need to change credentials
  - Network Resiliency
    - Lots of redundancy built into our network to prevent outages
  - Zoom Phone update
    - Reducing number of physical phones
    - No VM only lines on Zoom - would have to be changed to a standard phone line with VM
    - IT will move over in mid-Dec
  - Blackboard Course Displays for Spring
    - BB courses will automatically appear in BB 110 days before listed start date in CC
    - Blackboard Ultra Small pilot (7 faculty) for BB Ultra for spring semester
- 5) Scholarship by Corey Landowski
  - No report.
- 6) Staff Development by Melisa Lamp
  - No report.
- 7) Staff Recognition by Nazrin Ferdousi / Kelly Todd
  - After sending out the emails calling for Campus Kudos, we were flooded with an overwhelming response! We are devising a plan to award as many Kudos as we can in upcoming meetings.
- 8) Campus Engagement by Olivia Buller
  - Thank you to those who joined in on Ice Skating at the Lights December 3rd. Look out for a Relaxation event for Barry Hall coming up in the spring semester.
- 9) Gunkelman Award by Jen Young / Amolia Schumacher
  - No report.
- 10) State Staff Senate by Emily Vieweg
  - No report.
- 11) Joint Committees
  - Campus Space and Facilities by Jen Young
    - See meeting minutes below.
  - Library by Alicia LaFerriere
    - No report.
  - University Athletics by Corey Landowski
    - No report.
  - Learning Space Advisory Committee by Emily Vieweg
    - No report.
- 12) Ad Hoc Committees
  - Engagement/Service in Job Descriptions by Melissa Lamp
    - No report.
  - University Business Hours by Shiloh Susag
    - The Ad-Hoc continues to work on a draft survey. Executive Committee will be reviewing a final draft and testing the survey in late December/early January prior to being administered to campus.
- 13) Day of Honor by Corey Landowski



## Campus Space and Facilities Meeting

11/14/23

### Parking and Transportation Fiscal Report

- 2010 started a 10-year plan
  - 2 years of parking permit price increases
  - Haven't increased permits since
  - Plan put in place seems to still be working
- Costs going up but still no increase in permit price for FY24
- No projects this year
  - FY24 – maintenance projects only
  - FY25 – TA lot (\$2182 x 186 spots = \$405,852)
  - FY26 – FA lot (\$2291 x 450 spots = \$1,030,950)
  - FY27 – T2 North & IFC lots (\$2406 x 181 spots = \$435,486)
- Question: Is there a long term plan for parking downtown?
  - Knew there was going to be an issue with parking which is why they got the bus route
  - MatBus costs NDSU ~\$780k/yr
  - Did get permit parking for students in the event center parking lot by Church Elim – use on non-event days
  - Some places downtown charge \$150/month for a parking space

### Facilities Projects

- Peltier Complex
  - Under construction – finishing up exterior, started painting interior
  - Still waiting on some electrical switchgear
  - On schedule – hoping to start moving in on Apr. 1<sup>st</sup>; finish moving by June; fully operational by Fall 2024 is goal
    - Will work with departments to see when moving best fits their schedules
  - May – start asbestos abatement in Greenhouse
  - Demos in June, July, Aug – North Lord and Burnham Greenhouse, Harris, NCI
  - 2 classrooms in Peltier that will be registrar controlled
    - One general classroom
    - One meat lab with rail – can be used as a general classroom as well
  - Working with city to get a crosswalk and flashing lights, esp. since 18<sup>th</sup> is wide there.
  - \$85 million authorization – currently slightly under so could say \$84 million and some change for cost
- Indoor practice facility
  - Mostly done – some little finishing touches
  - Football moved in during their bye week in September
  - Net in place allowing others to use it as well
    - Golf, soccer, baseball, etc.
  - Fully up & utilized – sports medicine as well
  - \$50 million fully fundraised

- Question: How will the new buildings replacing old buildings impact operational costs?
  - Hard question to answer
  - Utilities will be higher because will be able to offer services that can't currently be offered
  - Air quality will be better
  - Heating will be more efficient
- Waldron Hall replacement
  - South of 19<sup>th</sup> Ave and N of ANPC, west of 18<sup>th</sup> – rugby area
  - 120k ft<sup>2</sup> on one floor
  - \$87 million, can fundraise \$10 million
  - Start bidding Feb/Mar 2024
  - Start construction May/June 2024
  - 20 month construction period
    - Driven by lead time on components – electrical switchgear is 70 week lead right now; some other components are 52 week lead times; still waiting on electrical switchgear for Peltier that has been under construction since 2022
  - Wiidikas, South Lord and Burnham Greenhouse, Potato Research will be torn down
    - Question: Will there be anything left between FM small lot and Morrill?
      - USDA (west of FM lot), facilities Quonsets, Sugar Beet Research will still be there
  - 1<sup>st</sup> cost estimate 11/14/23 – right on track
- Engineering facility
  - \$50 million with \$25 million matching funds needed to be raised
  - Estimated \$84 million project
  - Tear down Engineering Admin (round building in center of Eng. Complex)
  - 2 buildings have accessibility issues (Civil and Electrical Eng.)
    - No elevator, currently have to go to 2<sup>nd</sup> floor of other building, go on outside platform on top of Eng. Admin., will lose this accessibility when Eng. Admin. torn down.
    - Couple of solutions proposed for temporary accessibility issues
      - Install lift for wheelchair - ~\$100k temporary fix
      - Move things around so that 2<sup>nd</sup> floor doesn't have to be accessible
  - New facility will wrap around into Visitor's lot – this is to save costs
    - Because of soil type in this area, if go above 3 stories have to drive deep pillars which would add ~\$2 million for a project of this size.
  - N side of Civil Engineering – Ag Engineering addition
    - Will allow for easier access to building for tractors and other equipment
  - Increase connectivity across campus
    - Skywalk to FLC – will connect to FLC in the Atrium area
    - Skywalk to 2<sup>nd</sup> floor of El Devron
    - Results in accessibility improvement, esp. in the winter if people don't have to be outside on the slippery sidewalks
    - Question: Will there be disruptions to classroom space when installing all of these connections?
      - A little disruption to smaller classrooms, most likely in Civil Engineering.
  - Question: ABEN space – really crowded right now, not completely functional
    - Ladd not completely functional for what they need right now (i.e. need osmosis water and don't have access to it)
    - Old service center is not going away – will still be ABEN space



- Once have final design for Engineering complex, will assess what space ABEN has and what their needs are – currently not losing any other space besides current ABEN building
- Music addition
  - W side – unloading dock – 2 story addition – more offices, dressing rooms, studios
  - \$8-10 million project – fully fundraised
- Engineer has been brought in to help with replacing a coal boiler
  - Replacement is 60 week lead time once design is in place
  - Looking at 2025 installation of gas boiler to replace a coil boiler
- Pavak Hall – 9 story high rise
  - Room size staying the same
  - Remove paneling
  - Add electrical, A/C
  - New lighting, flooring
  - Adding accessible rooms every other floor – will result in loss of couple of resident spots/floor – change some double occupancy into single occupancy
  - 16 month construction
    - January 2024 start – operational Fall 2025
  - Question regarding elevators and current access odd/even floors
    - Replaced one elevator in every high rise, installed one that can stop at every floor
    - With renovation will knock holes in walls to allow both elevators to stop at every floor
- Question regarding Burgum Hall and renovation
  - Option but not high priority
  - With low rises, used to all have community style toilets/showers; privatized showers and toilets with sinks still being community style – Burgum is only low rise left that showers/toilets are community style
- Abaters for ABEN have been mobilized
  - On schedule for contractor to tear down Feb/Mar 2024
  - Good pricing when can schedule tear down in winter time because crews are inactive
  - Space will be green space with a new turnaround/cul-de-sac for bookstore
- Athletics
  - Adding new facility by softball
    - Tickets, concessions, umpire space, bathrooms, some office space
    - \$1.5 million project – private fundraising
- Question: What about the Sudro small animal facility that has been previously mentioned?
  - Legislature approved
  - Pharmacy dean looking for grant money
  - Since haven't heard anything, assume haven't obtained grant money
- Discussion regarding funding construction on campus
  - STEM 1<sup>st</sup> fully state funded building in 40 years (funded in 2015)
  - Most construction hasn't been state funded
  - When look around the country, fully state funded construction buildings at universities is actually rare – most take out a loan or bonds and increase tuition to pay off building
  - Last building NDSU went in debt for was Cater Hall which used funding from students residing there to pay for it
  - A lot of the current construction on campus is state funded, although there is some donor funding as well

- Oil revenues have put ND in a good financial spot, which has allowed the state to open up some dollars for construction