

NDSU STAFF SENATE

Minutes

Wednesday, March 5th, 2025
Room of Nations– Memorial Union
Zoom - <https://ndsu.zoom.us/j/95800502321>

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.

Shared governance is the collaborative process through which we develop campus policies, practices, and initiatives that support the common good of our institution. As members of the NDSU community, we are committed to living out our institutional mission and values toward our strategic goals and aspirations, in alignment with the shared governance principles of transparency, responsibility, good faith and respect. In doing so through shared governance, we shall adhere to the framework established by the Constitution of North Dakota and the North Dakota Century Code, while acknowledging the delegated authority granted to each institution and their respective presidents by the State Board of Higher Education.

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 & Shared Governance Statement**
- III. Approval of Meeting Agenda – Motion to approve by Young, seconded by Astrup. Passed.**
- IV. Approval of Wednesday, February 5th, 2025, Meeting Minutes – Motion to approve by Engler, seconded by Young. Passed.**
- V. Campus Kudos** by Carin Engler / April Helgaas
 - A. Jim Sellner / ITS
 - B. Tamara Ross / Customer Account Services
 - C. Christi McGeorge / Faculty in HDFS
 - D. Miranda Schlichting / College of Business
 - E. Daniel Kase / International Student and Study Abroad Services
 - F. Michelle Hong / Faculty in College of Business
- VI. Attendance Report** by Melissa Lamp
 - A. Active – 38 Senators
 - B. Present – 34 Senators
 - C. Guests – 35
- VII. Faculty Senate Report** by Lisa Montplaisir
 - A. At their last Faculty Senate meeting, they focused on ND Legislative updates.
 - 1. HB 1064 relates to reciprocity standards for higher education. NDUS opposes this bill.
 - 2. HB 1161 is related to full-time equivalency funding pool. The design of this bill was to move funds back to OMB for open positions.
 - 3. HB 1179 is related to faculty leave for 12-month employees. This bill has been moved into a study at the various higher education institutions.
 - 4. HB 1220 is related to accelerated degree programs for high-demand careers. The bill does not define these terms, which could be open to various interpretations.

5. HB 1365 / 1588 are related to possessions of firearms. 1365 was defeated. 1588 is moving forward but would have a carve-out to allow NDUS to create its own policies related to firearms at institutions of higher education.
6. HB 1437 is related to tenure. It passed the first reading and was sent to the committee. Faculty Senate has provided a stance on this bill.
7. HB 1457 is related to vaccine exemptions.
8. SB 2003 is the higher education funding bill. It has passed the Senate and is now in the House.
9. SB 2242 is a study related to the structure of NDUS.
10. SB 2355 is related to intelligent design in K-12 schools. The bill failed.
11. SB 2392 was related to discriminatory practices. The sponsor of the bill requested that the bill be defeated after learning that many of the proposed positions of the bill were already in place.

B. Governance leaders continue to be involved in ongoing meetings related to Federal Actions. You can find more information about NDSU's response here: <https://www.ndsu.edu/federal-actions>

VIII. Student Government Report by Garrett Kuhn / Christopher Dick

- A. Student Government has been gathering information related to the Student Voice project.
- B. Student Government elections are in April. Campaign information is going out soon.
- C. Student Government took stances on HB 2330 "in opposition" and HB 2003 as "in favor".
 1. The reason for the opposition to HB 2330 is due to the requirement to facilitate mandatory training to students and parents during NDSU Orientation. This would create a time and monetary constraint for Orientation. Additionally, training regarding the subject matter is already available to students at NDSU.

IX. Program

- A. Jobey Lichtblau - Wellness Center
 1. Jobey Litchblau shared information about the Wellness Center and what it offers to students and staff alike. If you would like, you may view the recording of this portion of the meeting for more information while it is available.

X. President's Report by Kay Hopkins

- A. Legislative Session Updates
 1. President Montplaisir provided a strong summary already.
 2. A senator did ask if there was any update on how NDSU would respond to North Dakota ceasing to observe Daylight Savings if that bill were adopted.
 - a. It is assumed that individual employees would need to follow NDSU's schedule for working hours. President Hopkins reminded staff to work with their individual supervisors to determine if their schedules can be adjusted to accommodate any variances for employees who live in a different time zone than they work.
- B. Federal Actions
 1. <https://www.ndsu.edu/federal-actions>
- C. February Leadership Assembly

XI. Elections – Kristi Steinmann

- A. Senator nominations and elections will occur during April and will be completed online. A nomination form is sent to campus via email.
 1. If you are a current senator whose term is ending, you are welcome to self-nominate to extend your term.
 2. Senators need to complete their probationary period as an employee to be eligible.
 3. Nominees can confirm if they want to remain on the ballot.
 4. Newly elected senators will be invited to their first meeting in May when their term begins.

- B. Executive and elected committee positions will be conducted in-person during the May meeting.
 - 1. Nominations will be solicited ahead of the meeting but can also be taken during that meeting.
 - 2. Ad-Hoc Committee Chairs are 1-year terms
 - 3. Executive Committee positions are 2-year terms.
 - 4. President Elect is a 3-year term.
 - 5. State Staff Senate are 3-year terms.

XII. New Business

A. Staff Senate Budget - The Executive Committee discussed various options to use the remaining Staff Senate budget. The following options were discussed and will be pursued. More information on professional development opportunities will be sent to the senate.

- 1. Traveling Book Club
- 2. Promoting Staff Senate
- 3. Chamber Events
- 4. Upgrade Tabling Decor

XIII. Old Business

XIV. Senate Coordinating Council by Kristi Steinmann

A. **Consent Agenda**

B. **Input Agenda**

- 1. 162 - Sexual and Gender-Based Harassment and Sexual Misconduct
 - a. Motion to recommend approval by Schumacher, seconded Net. No discussion. Passed.
- 2. 333 - Class Attendance
 - a. Motion to recommend approval by Astrup, seconded by Schumacher. No Discussion. Passed.
- 3. 156.2 - Pregnancy and Related Conditions
 - a. Motion to recommend approval with changes to include language including the definitions of pregnancies by Schumacher, seconded by Young. No discussion. Passed.

XV. Treasurer's Report by April Helgaas

- A. Appropriated - \$6,800.82
- B. Local - \$1,179.47
- C. Scholarship - \$191.33
- D. Staff Senate Support Fund - \$251.05
- E. Staff Senate will use Accounting Portfolio 4 to help procure items. Please continue to work with April Helgaas to get approval for Staff Senate spending first.

XVI. Staff Senate Executive Committee by Joshua Schroetter

- A. Staff Senate Executive Committee discussed budget, which was covered earlier in the meeting.

XVII. Advisors Comments by Mark Genkinger

- A. Employee Engagement Survey
 - 1. Supervisors had to submit their plans by the end of February.
 - a. Please continue to work with your supervisors to follow-up on your action plans and increase your commitment.
- B. Performance Reviews are due by the end of March. Supervisors must start this process. If you have not heard from your supervisor about this process yet, please inquire with them about their plans for completing.
 - 1. Employees must have a successful review on file to be eligible for any fiscal year raises.

XVIII. Committee Business

- A. Public Relations Officer Report by Libby Hardwick-Nelson
- B. President's Cabinet by Kay Hopkins

- C. Elections by Kristi Steinmann
- D. Legislative and Bylaws by Shiloh Susag / Jeremy Kopp
- E. Information Technology by Daniel Erichsen
- F. Scholarship by Jena Reno/Corey Landowski
 - 1. Scholarship applications are open. The funding is based on an endowment with the NDSU Foundation which will provide additional funds in the Summer. Please consider applying or encouraging eligible staff or their dependents to apply.
- G. Staff Development by Melissa Lamp
- H. Staff Recognition by Carin Engler / April Helgaas
- I. Campus Engagement by Maggie Latterell
 - 1. The next Brain Break is March 12th, 1- 3 PM in Meadowlark.
 - 2. The next months focused donation drive is pasta – please bring boxed pasta
- J. **Gunkelman Award by Jen Young / Joshua Schroetter**
 - 1. Gunkelman nominations are now open. An email went to campus on Monday, March 3rd.
 - a. The ceremony will be held on Friday May 2nd, at 2:30 PM at the Alumni Center.
- K. State Staff Senate by Emily Vieweg/ Jen Young
- L. Access and Opportunity Committee by Amolia Schumacher
- M. Joint Committees
 - 1. Campus Space and Facilities by Jen Young
 - 2. Library by Alicia LaFerriere
 - 3. University Athletics by Corey Landowski/ Todd Phelps
 - 4. Learning Space Advisory Committee by Alicia LaFerriere
- N. Ad Hoc Committees
- O. Day of Honor by Jen Young

XIX. Announcements

- A. Gunkelman Ceremony – May 2nd, 2:30 PM, NDSU Alumni Center

XX. Adjourn – 11:07 AM

Staff Senate Meetings

Apr 2, 2025, 9:30 AM - 11:30 AM Memorial Union, Prairie Rose - <https://ndsu.zoom.us/j/97307551598>

May 7, 2025, 9:30 AM - 11:30 AM Memorial Union, Prairie Rose - <https://ndsu.zoom.us/j/93466557519>

Executive Committee:

Scheduled Program:

April 2 – Seinquis Leinen (not confirmed), update on outlook for the next year's enrollment

May – Elections

Committee Reports Submitted through Form:

- 1) Public Relations Officer Report by Libby Hardwick-Nelson
 - No report.
- 2) Elections by Kristi Steinmann
 - No report.
- 3) Legislative and Bylaws by Shiloh Susag/Jeremy Kopp
 - No report.
- 4) Information Technology by Daniel Erichsen
 - No report.
- 5) Scholarship by Jena Reno/ Corey Landowski
 - No report.
- 6) Staff Development by Melisa Lamp
 - No report.
- 7) Staff Recognition by Carin Engler/ April Helgaas
 - No report.
- 8) Campus Engagement by Maggie Latterell
 - No report.
- 9) Gunkelman Award by Jen Young / Joshua Schroetter
 - No report.
- 10) State Staff Senate by Jen Young / Emily Vieweg
 - No report.
- 11) Joint Committees
 - Campus Space and Facilities by Jen Young
 - No report.
 - Library by Alicia LaFerriere
 - No report.
 - University Athletics by Corey Landowski
 - No report.
 - Learning Space Advisory Committee by Alicia LaFerriere
 - No report.
 - Access and Opportunity Committee by Amolia Schumacher
 - No report.
- 12) Ad Hoc Committees
- 13) Day of Honor by Jennifer Young
 - No report.