

Agenda

NDSU STAFF SENATE

Wednesday, May 6th, 2026
Prairie Rose – Memorial Union
[Zoom Link for Meeting](#)

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 can be found at the bottom of the agenda*.

I. Call to Order

II. Land Acknowledgement & Shared Governance Statement

III. Preliminary Attendance Report and Quorum Check by Melissa Lamp

- A. Final attendance report will be in the minutes.

IV. Approval of Meeting Agenda

V. Approval of Wednesday, April 1st, 2026 Meeting Minutes

VI. Campus Kudos by April Helgaas/Nazrin Ferdousi

- A. Alan Zuk – Plant Sciences
- B. Andrea Ludwig – Office of Research and Creative Activity
- C. Harlene Hatterman-Valenti – Plant Sciences
- D. Jeremy Kopp – NDSU Libraries, Germans from Russia Heritage Collection
- E. Marc Devine – Theatre Arts, Division of Performing Arts
- F. Sarah Gerads – Plant Pathology, Microbiology, & Biotechnology

VII. Faculty Senate Report by Lisa Montplaisir

VIII. Student Government Report by Nic Frello/Caleb Jarvis

IX. Program

X. President's Report by Joshua Schroetter

- A. President's Cabinet

XI. Old Business

- A. Constitution 2nd Reading

XII. New Business

- A. Committee Assignments
- B. End of Year Reports

XIII. Outgoing Senator Recognition

- A. Annie Keller
- B. Fred Hudson
- C. Kendra Otto
- D. Sharijad Hasan
- E. Todd Phelps

F. Tyre Leapaldt

XIV. New Senator Welcome

XV. Elections

- A. Exec Committee
 - 1. President Elect
 - 2. Treasurer
 - 3. Membership Officer
 - 4. IT Officer
 - 5. Public Relations Officer
 - 6. Members At-Large (3)
- B. Access and Opportunity Committee Chair
- C. State Staff Senate (1 yr)
- D. State Staff Senate (3 yr)
- E. Campus Committees
 - 1. Campus Space & Facilities Committee (3)
 - 2. Library Committee
 - 3. University Athletics (2)

XVI. Senate Coordinating Council by Kay Hopkins

- A. **Consent Agenda**
 - 1. 132 – Developmental Leave
 - 2. 326 – Academic Misconduct
 - 3. 331.1 – Course Syllabus
- B. **Input Agenda**
 - 1. None

XVII. Treasurer’s Report by April Helgaas

- A. Appropriated: \$
- B. Local: \$
- C. Scholarship: \$
- D. Staff Senate Support Fund: \$

XVIII. Staff Senate Executive Committee by Shiloh Susag

XIX. Advisor’s Comments by Mark Genkinger

XX. Other Business Reports – Check end of agenda for more reports.

- A. Public Relations Officer Report by Libby Hardwick-Nelson
- B. Staff Senate Committees
 - 1. Elections by Kay Hopkins
 - 2. Legislative and Bylaws by Jeremy Kopp/Kristi Steinmann
 - 3. Information Technology by Daniel Erichsen
 - 4. **Scholarship by Jenna Reno**
 - 5. Staff Development by Melissa Lamp
 - 6. Staff Recognition by Nazrin Ferdousi/April Helgaas
 - 7. **Campus Engagement by Maggie Latterell**
 - 8. **Gunkelman Award by Jenn Young/Tyre Leapaldt**
 - 9. Access and Opportunity Committee by Val Jones
- C. State Staff Senate by Jenn Young
- D. Joint Committees
 - 1. Campus Space and Facilities by Jenn Young/Ben Bernard/Megan Hubbard
 - 2. Library by Alicia LaFerriere
 - 3. University Athletics by Connor Copeland/Matt Diischer
 - 4. Learning Space Advisory Committee by Alicia LaFerriere

E. Ad Hoc Committees

1. Service/Volunteering

F. Day of Honor by Jeremy Kopp/Corey Landowski/Kristi Steinmann

XXI. Announcements and Open Discussion

A. End of year staff celebration at Thundar's Den on May 21st, 2-4 pm

XXII. Adjourn

Future Staff Senate Meetings:

Regular meetings: All in Prairie Rose in the Memorial Union unless otherwise noted.

Exec committee:

- May 20, 2026

Business Reports Submitted through Form:

A. Public Relations Officer Report by Libby Hardwick-Nelson

- No report.

B. Staff Senate Committees

1. Elections by Kay Hopkins

- No report.

2. Legislative and Bylaws by Jeremy Kopp/Kristi Steinmann

- No report.

3. Information Technology by Daniel Erichsen

- No report.

4. Scholarship by Jenna Reno

- No report.

5. Staff Development by Melissa Lamp

- No report.

6. Staff Recognition by Nazrin Ferdousi/April Helgaas

- Continue work on Campus Kudos
 - Getting Tax Withholding Forms signed for those that received gifts in April
 - Emailed nominees for May meeting
- Please let the committee know if you have any suggestions for them

7. Campus Engagement by Maggie Latterell

- Mark your calendars for this year's Staff End of Year Celebration! It is a chance to relax, have fun, and enjoy time together after a busy year. We're coming together to play games, share snacks, laugh a little, and say thank you for all the hard work that makes our campus a great place to be.



-
- May 21st (2-4 pm) in Thundar's Game Room, MU
- Bring a coworker or your whole office for time together, tasty treats, and friendly competition.
- Thanks for a lovely year of Brain Breaks and egg carton collections!

8. Gunkelman Award by Jenn Young/Tyre Leapaldt

- Ceremony was held on May 4th at 2:00 pm.
- Received 49 nominations for 33 nominees.

9. Access and Opportunity Committee by Val Jones

- The Access and Opportunity committee met for the last time this school year for an end of year wrap-up and set goals to start next school year. These goals will be listed in the End of Year document which the committee is currently making edits on before formal submission.

C. State Staff Senate by Jenn Young

1. Campus updates:

- BSC – Hired a new president Dr. Brian Kalk starting today but officially 4/16. Staff Senate hosted a lot of the candidates and took them around campus. Will be meeting with Brian on Friday as Staff Senate President right away. Been busy as a staff senate. Did some Bylaws update and some redistricting. Getting ready for elections soon. Do Mystic Mornings to connect faculty and staff across campus – last one was about 50 people. Had training “Run, Hide, Fight” for all employees. Also offering CPR training to 100

people each year. Hosting a “True Colors” for 100 people for professional development. Bavendick Center (athletic center) opening in April and holding graduation there in May.

- MiSU – couple of new coaches – both women’s and men’s wrestling coaches are new as well as volleyball, which was a couple months ago; Staff Senate silent auction coming up – different things to donate and let people bid on; had 1st student registration for fall classes last week
- UND – Event last week that 40 people came to; Spring fling luncheon that has about 400 people attend; Staff luncheon put on by HR; Few engagement events – Bingo couple weeks ago with good turnout; Big campus planning project with a handful of senators on it, 1st visits from consultants a couple weeks ago and another visit this coming weekend.
- VCSU – Staff Highway cleanup set for April 30th. Hopefully have good spring weather. Had virtual interviews last week. On campus interviews will be next week. Hopefully will have announcement for president. In elections for officer and broadband representatives. Getting ready to do their office supplies and VCSU gear swap.
- NDSU – Dr. Marshall Stewart was named as our new president. He will be starting May 25th. We’ve begun discussing legislative priorities and have come up with three key items: keeping our benefits (mainly not having to pay health insurance premiums), “cost-of-living” raises, and floating holiday (lots of discussion around Friday after Thanksgiving, Juneteenth, and days between Christmas and New Years) but will be working with faculty, students, and administration so that we have a united front coming out of NDSU. We are in the process of doing Senator elections with officer elections at our May meeting.

2. SBHE update:

- Two biggest things are new Presidents at NDSU and BSC.
- Regular meeting on March 26th online
 - Spotlight NDSA (state student representatives)
 - Spotlight on LRSC and their history with serving different roles in the community and different affiliations with other institutions
 - Board business
 - a. Making sure Pres. Simone got tenure at LRSC
 - b. Robust conversation about funding formula and what should be done with that, not around what it is
 - i. Resolution of solidarity that failed because it seemed like more people wanted to see what would come from Legislature before supporting it
 - c. Strategic planning process
 - i. Agency has offered to carry on and help with strategic planning
 - ii. Probably more discussion at retreat next month
 - d. 3 different policies did 1st reading and waive 2nd reading
 - i. Policy 421 Academic Program Request – Updates need regarding the reduced credit hour degrees
 - ii. New policy 502 Enrollment Identity, Integrity, and Identity Compromise – deals with fraud with enrollment
 - iii. Policy 705.1 Executive Compensation
 - e. Information from Deputy Commissioner Lisa Johnson about low enrollment programs
 - f. DCB dean – paralympic team coach – took gold
 - i. Heather said they had one of the coaches in their office as well.
 - Heather asked question about low enrollment programs – what are they going to do with them?
 - a. Anna – Cleaning them up – Collapsing them or merging them.
 - b. Follow up: How will it affect tenured professors?
 - c. Jenn Young – There will be some combination of programs into one program with different tracks.

- d. Mike O'Toole – Said there has been discussions at DCB as well about combining programs. Might impact General Ed requirements.

3. HRC Update (Mindy Oconnor):

- Was not at the April State Staff Senate Meeting

4. Committees:

- Bylaws: will be meeting at some point to review the Constitution.
 - Jenn Young is NDSU rep on committee
- Staff Recognition: Will be learning the winners at our May 11th meeting. There were 21 nominations from across multiple campuses. Discussions are occurring regarding recognition. Original plan was to have winners attend June face-to-face meeting for State Staff Senate but Chair Black also wants to do something with the SBHE. Therefore, the in-person recognition of winners may be at the May SBHE meeting in Jamestown. Will be finding out more information at our May 11th meeting.
- Professional Development: Key topics include discussion of topics along with determining and leveraging existing resources for sharing across the system
 - Kristina Astrup is NDSU rep on committee
 - Had good discussion about seeking a SharePoint method for sharing professional development across campus. Good discussion about a Teams professional development to model the NDUS system wide professional development.
- Staff Affairs: included above with Black (tuition waivers)
 - Corey Landowski is NDSU rep on committee

5. June Face-to-Face meeting is in Williston. Exec and Williston reps met April 27th to discuss. Dates were set for June 9th and 10th.

D. Joint Committees

1. Campus Space and Facilities by Jenn Young/Ben Bernard/Megan Hubbard

- Parking rates will remain as is for next year; working on restriping in some lots over summer
- Campus Master Plan Amendment submitted with \$80M maintenance amendment request in addition to Athletics donor funded projects in their areas
- Facilities Projects that are continuing
 - Offerdahl Complex – skywalks will open late summer; Offerdahl West offline starting Fall '26; Centennial Blvd and 14th Ave will be closed part of summer for repairs; Visitor Parking lot will reopen later Fall '26 after repairs
 - Bolley Ag Lab move in starting Spring '26; demolition of Wiidakas, South Greenhouses and Potato Research buildings starting summer '26
 - Two intramural fields will be added where greenhouses used to be; will be fenced, have lights, and bleachers\
 - Seim Hall set to open Fall '27
 - University Village construction will be completed in two phases over next couple of years

2. Library by Alicia LaFerriere

- No report.

3. University Athletics by Connor Copeland/Matt Diischer

- No report.

4. Learning Space Advisory Committee by Alicia LaFerriere

- No report.

E. Ad Hoc Committees

1.

F. Day of Honor by Jeremy Kopp/Corey Landowski/Kristi Steinmann

- No report.

Reminder to chairs: Select the month for the meeting, not the month when you are submitting the report. I.e. if you submitted a report on 3/27 to go in the agenda for the April meeting, you should be selecting April for the month and not March.