Agenda

NDSU STAFF SENATE

Wednesday, November 4th, 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 the land and commit to building strong, mutually beneficial, trusting and respectful relationships with Indigenous Peoples.

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

IV. Approval of Meeting Agenda
V. Approval of Wednesday, October 7th, 2026 Meeting Minutes
VI. Campus Kudos by Kylee Davis
- A. Kirstin Saulsbury –Business Coordinator, Business Center
- B. Niki Zikmund – Accounting Supervisor, Bookstore
- C. Ginny Montgomery – Histology & Microscopy Research Specialist, Animal Sciences
- D. Dale Cardwell – Building Services Supervisor, Facilities Management
- E. Blaine Novak – CAFSNR Recruiting Coordinator, Ag Dean's Office
- F. Jess Wise – Admission Officer, Admissions
- G. Bruce Curtis – Senior Network Engineer, Enterprise Computing & Infrastructure

VII. Faculty Senate Report by Jeff Johnson
VIII. Student Government Report by Kaley Quam/Drew LeBrun
IX. Program
- A. Coordinated Care for Students
- B. United Way – Christie Lewandoski (Zoom)
- C. Enrollment Summit – Haley Hamel, Seinquis Leinen

X. President's Report by Shiloh Susag
- A. Strategic Planning (Joshua Schroetter)
- B. Shared Governance
- C. Giving Day

XI. Old Business
XII. New Business
- A. NDUS Total Rewards Survey
- B. NDUS Strategic Plan

XIII. Senate Coordinating Council by Joshua Schroetter
- A. **Consent Agenda**
- B. **Input Agenda**

XIV. Treasurer's Report by April Helgaas

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

XV. Staff Senate Executive Committee by Kristi Steinmann

XVI. Advisor's Comments by Mark Genkinger

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

A. Public Relations Officer Report by Kay Hopkins
B. Staff Senate Committees
    1. Elections by Joshua Schroetter
    2. Legislative and Bylaws by Matt Diischer
    3. Information Technology by Nazrin Ferdousi
    4. Scholarship by Joshua Schroetter
    5. **Staff Development by Melissa Lamp**
    6. Staff Recognition by Kylee Davis
    7. Campus Engagement by Maggie Latterell/Michael Landblom
    8. Gunkelman Award by Zach Thomas/Shashi Bhushan
    9. Access and Opportunity Committee by Val Jones
C. State Staff Senate by Jenn Young
D. Joint Committees
    1. Campus Space and Facilities by Daniel Erichsen/Janet Koppinger/Kay Hopkins
    2. Library by Alicia LaFerriere
    3. University Athletics by Matt Diischer/Vanessa Attaya
E. Ad Hoc Committees
F. Day of Honor by Jeremy Kopp

XVIII. Announcements and Open Discussion

A. NDUS CTS – what does One NDUS mean for your campus conversation – two virtual options: Nov. 4th @ 2 pm and Nov. 5th at 10 am. Read more about the One NDUS Conversation.

XIX. Adjourn

Future Staff Senate Meetings:

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

- December 2, 2026
- January 6, 2027
- February 3, 2027
- March 3, 2027
- April 7, 2027
- May 5, 2027

Exec committee:

- November 18, 2026
- December 16, 2026
- January 20, 2027
- February 17, 2027
- March 17, 2027
- April 21, 2027
- May 19, 2027
- June 16, 2027

Business Reports Submitted through Form:
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.

A. Public Relations Officer Report by Kay Hopkins
- No report.

B. Staff Senate Committees

1. Elections by Joshua Schroetter
- No report.

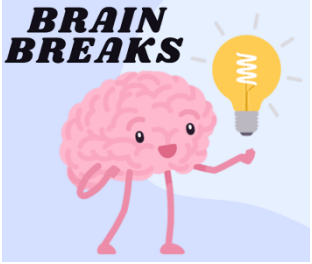
2. Legislative and Bylaws by Matt Diischer
- Link to the 70th Legislative Assembly - Regular Session

3. Information Technology by Nazrin Ferdousi
- Meeting with VPIT Update (10.01.2026):
  - Switching: Enterprise Networks team met with Marc Wallman during the meeting. We talked about Edge switches, and Core switches. We had over 300 Cisco 3850 switches all over the campus(Their EoL was April 30, 2022, EoS will be April 30 2027). We replaced all the Cisco 3850 switches to Cisco 9200, and Cisco 9300, and there are no EOL notice announced for them yet from Cisco, so we are doing good well as per switching.
  - Wireless Connectivity: Currently we are using 5g connections for our campus WiFi devices. We hardly received any complaints lately regarding the wireless coverages. So, we're doing good for the WAPs.
  - Voice Support: For voice support, Enterprise Networks team is well connected with the Voice team.
  - Network Infrastructure: As per Network Infrastructure goes, we are doing well for cabling, data room connectivity and finishing all the new building connectivity projects on time. We have well maintained documentations for tracking. We update everything on time on Network Location System app. So, we are good in case of network infrastructure.
  - Card Access & Video Surveillance: Mr. Kashem from Enterprise Networks is trying to take care of everything in a better way.
- myNDSU Demo for IT Division Update (10.13.2026):
  - Robert Jones, Assistant Director for Student Involvement and Leadership, gave the IT Division an overview of the features of the new myNDSU platform.
  - So far, it appears to be a solid website for managing calendar events that are set to occur around the campus.
  - However, the IT department was not in favor of the idea of integrating and posting all the other existing NDSU websites (for example - NDSU IT Home, NDSU IT Service Center, NDSU IT, NDSU IT, Listserv Management) through myNDSU. IT personnel preferred not to create confusion among university staff by posting everything through myNDSU; instead, they would like to maintain the separate websites we currently have.
- IT Tech Liaison Meeting update (10.15.2026):
  - Microsoft 365 – Data syncing on calendar or email—Whoever were using Microsoft 365 email/Outlook, they should use outlook's native software or Outlook Web Client. Other than it's not supported anymore.
  - Qualtrics support – NDSU provided, but not supported. It was previously under the Office of Teaching and Learning. From now on, NDSU IT will be the owner of it. NDSU IT doesn't have sufficient resources to support it well. It will take some time to cope-up with the support and hopefully in the near future they will be able to support it completely.
  - New Classroom Tech Standards – For cost consumption, they reduced microphones, video cameras in the labs and classrooms. They also closed a few labs permanently.
  - Adobe Subscriptions and Billing – Adobe will continue with the monthly subscriptions rather that the annual subscriptions. They were also discussing about how we can decrease costs for Adobe and came up with the plans for using Microsoft word instead of Adobe PDF maker in case converting documents to PDF.
  - Blackboard Updates – It's been going on really well. NDSU's score went up from 65 to 85 percentile.
  - Office 2021 End of Life – It will work if it is centrally supported by NDSU ITS. Please check the knowledgebase page for additional information (https://kb.ndsu.edu/it/112776).

- Computer Prices – It continues to rise up. Desktop Support Engineering team recommended, if we need something we might want to go buy now.
- Mac OS 27 (Golden Gate) – Desktop Support team is still working on the tools to support this Macintosh version. Everything is reactionary with MAC OS. Paper cut has issues. It turned off by default in Golden gate. Golden Gate OS doesn't support Intel as well.
- Windows 11 23H2 Lnd of life – All of us should be upgrading it ASAP. It should be upgrading as long as it is supported by a computer hardware. If it doesn't upgrade, please contact Jim Sellner from Desktop Support Team or IT Support Service Team.
- Security Updates –
  a. Microsoft has published record breaking software upgrades.
  b. Cisco has also released a few vulnerabilities upgrades.
  c. NDSU IT Division is unable to support Office 365 (Email forwarding via Office 365 will not work) and Zoom applications.
- Open Discussion – We talked about switching to SectiGo as an SSL/TLS Provider over the summer, and what type of automation tools can be utilized or plan to utilize for manually renewing certificates as the expirations are ticking down to faster expirations.

4. **Scholarship by Joshua Schroetter**
   - No report.
5. **Staff Development by Melissa Lamp**
   - Upcoming events are listed on the Staff Senate website.
     - Monthly Program at Staff Senate meetings (November 4: Coordinated Care for Students)
     - Academic Programs Fair - November 19, 1-3 pm, MU Ballroom
     - Effective Communication Workshop (details to come)
     - Conflict Resolution Workshop (details to come)
     - Spring Semester Speaker on Positive Communication (details to come)
     - NDSU Connect: A Professional Development Series for Staff (in development; planned for Spring 2027)
6. **Staff Recognition by Kylee Davis**
   - Moving forward with Campus Kudos.
   - Discussed 2027 Staff Recognition Awards.
7. **Campus Engagement by Maggie Latterell/Michael Landblom**
   - Staff Senate is hosting a friendly semester-long competition to benefit our campus and community
     - Donate pop tabs to help YOUR department
       a. Pop tabs will be donated to the Fargo Ronald McDonald House
     - Donate spices to sabotage OTHER departments (spices subtract from their total)
       a. Spices will be donated to NDSU Goods for the Herd campus pantry
     - Winners determined by per capita totals (so small offices have a chance, too!)
     - Drop off locations include: ACE Tutoring, Admissions, Barry 102, Library 06, Memorial Union Administration, Offerdahl North 216, Research 1 Front Desk
   - Brain Breaks
     - November's theme: Book Chats
     - Tuesday, Nov. 3rd (1-3 pm) in MU – Meadow Lark
     - Wednesday, Nov. 4th (1-3 pm) in MU – Meadow Lark





8. **Gunkelman Award by Zach Thomas/Shashi Bhushan**
   - Next meeting Dec. 3rd; will discuss ceremony and how to celebrate 40 years of the endowment.
9. **Access and Opportunity Committee by Val Jones**
   - No report.

C. State Staff Senate by Jenn Young

- Did not meet but Anna Kinney shared the final draft of NDUS's Strategic Plan and Action Teams, presentation on NDUS's Total Rewards Survey (Oct. 29th meeting), and her presentation to the Interim Legislative Committee on Higher Education.

- NDUS Strategic Plan
- SBHE Meetings - Agendas, Minutes, Videos – October's campus spotlight was on NDSU.
- Higher Education Institutions Committee – Anna's presentation starts at 2:15.31

- The following policies and procedures were approved in October at the NDUS level (links are to redline versions):
  - Policies 302.2 and 311 Audit Committee and Public Records
  - Policy 306 Compliance Office Charter
  - Policy 306.2 Internal Audit Charter
  - Policy 308.4 Conflict of Interest
  - Policy 1202.1 Acceptable Use of Information Technology Resources
  - Procedure 306 Compliance Officer

D. Joint Committees

1. Campus Space and Facilities by Daniel Erichsen/Janet Koppinger/Kay Hopkins

Parking permits

- 2027-2028 – increase in cost by $50 to $235 – offset reduction in appropriated dollars – Dome lot will remain the same ($80) – 3% governors reduction drove that – 14 years since last increase
- $800,000 – MATbus – UPASS for students (ride free with student ID)
- Parking permit revenue – maintenance and repair, snow removal, lighting, striping, and upgrades
- $391,000 additional revenue expected
  - $107,000 of that – parking employee salaries and benefits (all positions funded)
  - Remaining for MATbus
- Comparison UND - $400 for employees and $300 for students

Master Plan

- Required by SBHE every 6 years
- Phase 1 – data gathering– happening now
  - Space utilization and function, both research and academic
  - Sasaki /JLG Architects
    - Sasaki – Provide expertise on what higher ed is doing across the country & give advice to NDSU
    - JLG – give local expertise & advice
- Phase 2 – Vision for all land
  - Includes all the land including AES
    - Also includes leased land/properties
    - Branch stations will be included but don't know to what detail
  - No consultants hired yet for this – will happen after phase 1
  - There is an increase in green space on the west side of campus with all the torn down buildings as part of Peltier and Bolley projects.
  - Will be reaching out to deans to see if there is data missing
  - Incorporate with the strategic plan
  - Campus-wide engagement sessions (townhalls, etc.)
    - Asking about transportation and accessibility
    - Any renovations needed?
  - Balancing deferred maintenance and utilization
- 6-year out scope
- Looking at how to create a database with all of our data in one place instead of it being housed in different places – need the correct software; however, Sasaki did say our data was better than several campuses across the country.

Legislature

- No major capital projects – gotten a lot recently (Hill, Sugahara, Peltier, Bolley, Offerdahl)
- We requested money for deferred maintenance from the legislature: $80M. That is about the value of all of our deferred maintenance on campus currently. Some other campuses are at $700M to $1B.

Facilities Projects

- Seim hall is under construction
  - Top down
  - Floors 9 and 8 are complete
  - Back online Fall 2027
- Goal is to do all high-rises with little differences between them on the theme of the building
  - Thompson next, offline next summer
  - Sevrinson 3 years from now
- University Village
  - Lots of demolition – ½ of old buildings gone
  - North one will open fall of 2027
  - South one will open winter of 2027
  - Rest will be demolished after that – green space, parking
  - End of 2028/early 2029 will be total completion date
  - Windows/roof/siding updates on other existing buildings and apartments
- Offerdahl complex
  - Offerdahl West – under construction, finish next summer
  - CF lot will be under construction
  - Electrical engineering will be moving into Offerdahl West when it's completed
  - Moving ABEN out of Ladd next summer and Marketing & Communication into Ladd
  - Moving ABEN out of some of their spaces into Offerdahl opened up spaces for facilities (i.e. the pilot plant, which has a garage door, making it nice for facilities to get equipment in and out); Ground & Carpentry hoop buildings will be torn down
- Prairie Hall exiting lease
  - Working with Lisa Montplaisir to get those people reassigned to different spaces on campus
- Other
  - Parking office moving into Police & Safety building & that building torn down
  - Resident Life Maintenance building – considering tearing it down
  - Couple of years when replace last coal boiler – railroad tracks through campus will be removed; also will be removing one of the stacks; iconic looking but expensive to maintain
    - Question about waste heat from data center and using it to heat some of campus – Brent said they do some recycling with exhaust from buildings preheating air, worth considering but the boilers generate a lot more heat than the heat from the data center
  - Field south of Thorson – grass field
    - Primary spot where marching band will practice
    - Band will be responsible for scheduling and painting lines on the field
    - Can be used for intramurals when band is not going to be using it
  - Intermural/club sports fields currently on old rugby field, finalizing where they are going to go
  - Albrecht from RDC to RedHawks – to replace steam tunnels – Possible start spring break 2027 and reopen when school starts in fall 2027
  - Renaissance
    - Plaza area used for construction staging had work done to fix it up

- Parking ramp – free parking after 5
- Also some free street parking but have to walk a few blocks
- Shari Veil said that she has a meeting coming up with the city to discuss parking

- Safety walk – Renaissance/Klai/Barry – looked at areas for improvement and placement of lighting, blue light phones, and cameras – North Side of Klai needs some lights for parking lot, Renaissance N side needs a couple lights

2. Library by Alicia LaFerriere

- No report.

3. University Athletics by Matt Diischer/Vanessa Attaya

- No report.

E. Ad Hoc Committees

F. Day of Honor by Libby Hardwick-Nelson/Jeremy Kopp/Melissa Lamp

- Ceremony will be held Feb. 17th at 11 am.