

NDSU STAFF SENATE

Agenda

Wednesday, December 4th, 2024

Hidatsa – Memorial Union

Zoom -<https://ndsu.zoom.us/j/98266282799>

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**
- II. Land Acknowledgement**
- III. Approval of Meeting Agenda**
- IV. Approval of Wednesday, November 6th, 2024, Meeting Minutes**
- V. Campus Kudos** by Carin Engler / April Helgaas
 - A. Elizabeth Worth
 - B. Brad Jones
 - C. Lauren Dybsand
 - D. Daniel Erichsen
 - E. Janelle Quam
- VI. Staff Senate Pictures – Full Senate**
- VII. Staff Senate Pictures – Executive Committee**
- VIII. Attendance Report** by Melissa Lamp
- IX. Faculty Senate Report** by Lisa Montplaisir
- X. Student Government Report** by Garrett Kuhn / Christopher Dick
- XI. Program**
 - A. Rian Nostrum – Residence Life
 - B. Dilvin Habib – Senior Director for Access and Opportunity
- XII. President’s Report** by Kay Hopkins
 - A. Bring-A-Friend Thank You / How-to Join Staff Senate
 - B. Leadership Assembly Summary
 - C. NDSU Job Searches
- XIII. Elections – Kristi Steinmann**
- XIV. New Business**
- XV. Old Business**

- A. Giving Day
- XVI. Senate Coordinating Council** by Kristi Steinmann
 - A. **Consent Agenda**
 1. Policy 100 - Equal Opportunity and Non-Discrimination Policy
 2. Policy 134.2 - Lactation Policy
 3. Policy 156 - Discrimination, Harassment, and Retaliation Complaint Procedures
 4. Policy 168 - Reasonable Accommodation on the Basis of Disability - Guidelines for Employee Requests
 - B. **Input Agenda**
- XVII. Treasurer's Report** by April Helgaas
 - A. Appropriated:
 - B. Local:
 - C. Foundation:
 - D. Scholarship:
- XVIII. Staff Senate Executive Committee** by Joshua Schroetter
- XIX. Advisors Comments** by Mark Genkinger
 - A. Employee Engagement Survey
 - B. NDUS Benefits Survey
- XX. 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
 - G. **Staff Development by Melissa Lamp**
 - H. Staff Recognition by Carin Engler / April Helgaas
 - I. Campus Engagement by Maggie Latterell
 - J. Gunkelman Award by Jen Young / Joshua Schroetter
 - 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
 1. University Business Hours by Shiloh Susag
 - O. Day of Honor by Jen Young
- XXI. Announcements**
 - A. Day of Honor – February 11th, 2:00 PM – 3:00 PM, Oceti Sakowin Ballroom A
 - B. Staff Senate Photo – December 4th Staff Senate Meeting – Please wear yellow/green/bison gear
- XXII. Adjourn**

Staff Senate Meetings

Dec 4, 2024, 9:30 AM - 11:30 AM Memorial Union, Hidatsa - <https://ndsu.zoom.us/j/98266282799>

Jan 8, 2025, 9:30 AM - 11:30 AM Memorial Union, Prairie Rose - <https://ndsu.zoom.us/j/95032791268>

Feb 5, 2025, 9:30 AM - 11:30 AM Memorial Union, Sahnish - <https://ndsu.zoom.us/j/92754972498>
Mar 5, 2025, 9:30 AM - 11:30 AM Memorial Union, Room of Nations (FLC 217) - <https://ndsu.zoom.us/j/95800502321>
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:

January 8 – Kathryn Kloby (not confirmed), Vice President for Communications and Marketing
February 5 – Mike Ellingson, Facilities Update
March 5 – Jobey Lichtblau, Wellness Center
April 2 – Seinqis 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
 - December's Focused Drive is for the Little Free Pantry! Here are the items we're looking for:
 - Canned meats like chicken or tuna
 - Peanut butter
 - Assorted nuts/trail mix
 - Cereal/oatmeal
 - Soups and Crackers
 - Pasta and small jars of pesto or tomato sauce
 - Powdered milk
 - Individual Fruit cups
 - Rice or microwavable rice-based packets
 - Flour or corn tortillas
 - Healthy snacks and protein bars
 - Potato flakes
 - Pancake mix
 - Hygiene items
 - January's Focused Drive will be for canned meats (chicken, tuna, salmon, etc)
 - Thanks to those who came to Brain Breaks this semester – our next one is Thursday, January 9 1-3PM – we'll have arts and crafts! Bring a friend or make a new friend at the Brain Break!
- 9) Gunkelman Award by Jen Young / Joshua Schroetter
 - We have a committee meeting scheduled for Tuesday December 2nd to start planning the ceremony. We will update Staff Senate with the scheduled date once confirmed with the Gunkelman Family and a finalized room reservation.
- 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
 - Meeting minutes are attached as an addendum below.
- 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.

University Athletics Committee Minutes
November 12, 2024 4:00 p.m.
Taylor Hall of Fame Room

Committee members present: Matt Larsen, Colleen Heimstead, Jenny Linker, Travis Hoffman, Ying Huang, Pan Lu, Lisa Richter, James Nyachwaya, Todd Phelps, Christopher Dick

Absent: Sigurd Johnson, Corey Landowski, Abby Schulte

Recording secretary: Krisanne Mogck

Travis Hoffman called the meeting to order at 4:00 PM. Introductions were made with all members present.

A review of last years' minutes was read by Travis.

Matt Larsen updated the committee with the following items:

- Fall/ Winter sports updates. Women's soccer were the Summit League regular season champions and hosted the Summit League Championship. Men's and Women's cross country finished 2nd overall with multiple runners advancing to regionals, and had the champion individual women's runner. Football is ranked 1st in the Missouri Valley Conference. Volleyball is in 4th place in the conference, and will be wrapping up the regular season with playoffs to begin next week in Kansa City. Men's and Women's basketball and wrestling are in pre-season.
- Academics Update – teams continue to achieve high academic GPA's. Over all cumulative student athlete GPA is upwards of 3.5.
- Alston Awards have now been named the Graduating Champions Awards. Recognizes and awards for academic performance. First distribution will be Spring 2025. Awards are up to \$5980 annually.
- Facilities Update
 - Tharaldson Softball complex will have a permanent concession and restroom built. Facility will be ready for spring 2025 season.
 - Scheels Center additional suites are completed and operational. They will help to increase revenue.
 - Stand alone wrestling facility is going through a feasibility study.
- Student Athlete Advisory Committee (SAAC) has been meeting regularly this fall.
 - Matt Larsen meets monthly with a Student Athlete Advisory Committee and updates the group with NCAA decisions.
- Matt shared insight into the NCAA House Settlement and what that means for the landscape of Division I athletics. Settlement includes athletes from 2016-present. The ruling should be certified by the first part of April. Discussion followed.
- Athletics has found new ways to generate revenue through efforts with ticketing, multimedia, and donor involvement.
- Matt extended an invitation for the UAC committee to attend a MBB game on Friday, December 13th at 12pm in the new suite.
- As of now the Student Athlete of Color Affinity Group is suspended indefinitely with need for a leader.
- Football season and game tickets have seen an uptick in sales for Fall 2024, and we look forward to potential home playoff games in Fargo, ND.
- Green & Gold Gala to be planned for April 2025, date to be determined.

Colleen Heimstead gave the following updates:

- Handed out Letters of Understanding to the UAC members present and will email those who were not able to attend. The letters need to be signed and returned to Colleen.
- Cheer Team Head Coach Tammy Duursma has a new Cheer team and they are cheering a football and basketball games. The Dance Team continues to perform at athletic events as well
- The National Letter of Intent is now a Financial Aid Agreement. All sports except football have the signing day tomorrow, Wednesday, November 13th. Discussion as to what this means.

- Prohibet sent all athletic staff and athletes and educational/training module to complete within 30 days.

Meeting adjourned by Travis at 4:45 PM.

Minutes respectfully submitted by: Krisanne Mogck
November 13, 2024