

NDSU STAFF SENATE

Minutes

Wednesday, September 5, 2018
Plains Room, Memorial Union

- I. Meeting called to order at 9:36am by Amanda Booher.
- II. Attendance Report by Carin Engler – 41 present, 1 proxy, 5 excused, 1 absent, 8 guests. Quorum met.
- III. Consent Agenda – MOTION by Maggie Latterell / Naomi Kosen to accept the consent agenda. MOTION CARRIED.
 - A. Policies for Information
 1. 352 – Promotion, Tenure, and Evaluation
 - B. Items for Input
- IV. MOTION by Tabitha Thomas / Diane Axness to approve the meeting agenda. MOTION CARRIED.
- V. Campus Kudos
 - A. Lincoln Bathie – nominated by Alison Bertolini
 - B. Francisco Hidalgo – nominated by Alison Bertolini
- VI. Program
 - A. Matt Skoy – Homecoming
 - B. Ben Bernard – Robert’s Rules
- VII. Student Government Report – No report.
- VIII. Faculty Senate Report – No report.
- IX. MOTION by Maggie Latterell / Kate Nelson-DeShaw to approve the Wednesday, June 6, 2018 Staff Senate Meeting Minutes. MOTION CARRIED.
- X. Treasurer’s Report by Tina Exner
 - A. Appropriated = \$4669.00
 - B. Local = \$4199.44
 - C. Scholarship = \$866.33
- XI. Advisor Comments by Colette Erickson – No report.
- XII. Committee Reports –
 - A. Bylaws by Gennifer Baker – No report.
 - B. Elections by Carin Engler – The committee will be sending an email to recent attendees of Staff Senate sponsored events to try and encourage them to join since they showed interest in attending one of our events.
 - C. Legislative by Diane Axness – No report.
 - D. Public Relations by Maggie Latterell – Next event is State Employee Recognition week so there will be events each day next week. Maggie recently sent out an email explaining all of the activities for the week.
 - E. Information Technology by Ben Bernard – There is a virtual reality lab at the Gallery in the Memorial Union. That type of capability should also be in the Library by next semester.
 - F. Scholarship by Kay Hopkins – No report.
 - G. Staff Development by Tabitha Thomas – Program speakers for the fall meetings have been scheduled. Committee is still working on how to structure the Discover U this year with the goal of breaking it up into smaller sessions spread out over a few months so it isn’t as big of a time commitment.
 - H. Staff Recognition by April Helgaas – Committee will discuss whether or not to allow nomination of groups for Campus Kudos when the amount of the gift certificates awarded is small and cannot be increased for groups. They will discuss criteria for selecting winners and how to deal with the months they receive more nominations than we have time to present at meetings.
 - I. Campus Engagement by Krista Olson – Committee is helping with recruiting volunteers for the homecoming parade. They hope to have 50 but only have 12 so if you are available, please consider

signing up. Volunteers are asked to show up around 4:15pm and stay until the parade is over which might be around 6:30/7pm.

- J. Gunkelman Award by Megan Ramsett – No report.
- K. Environmental Sustainability by Kate Nelson-DeShaw – The committee will be hosting three panel events with the first one being today at 11:30am in the Century Theater. Today’s topic is “Recyclable or Not?”. There will be panelists from several departments on campus along with the City of Fargo. Also in the future, committee will be working with the bookstore to have a bag free month to save on plastic.
- L. Senate Coordinating Council by Amanda Booher – No report.
- M. State Staff Senate by April Helgaas – At the last meeting, there was continued discussion on low morale and what can be done to improve that. There was talk about a system-wide survey, similar to the survey we just did last spring within our senate. Also, discussion about a floating holiday (should show savings in this proposal) and Minot campus has proposed flexible work schedules. There were three main goals set for the year – the survey, a task force to monitor the upcoming legislative session, and a task force for trying to get the day after Thanksgiving off as a paid holiday. April mentioned that to go forward with the latter task force, State Staff Senate wants to ensure they have support from the campus senates. MOTION by Ben Bernard / Elizabeth Worth to suspend agenda and move to new business to discuss support for State Staff Senate Task Force. MOTION CARRIED. After discussing the new business, April continued with an update on the Envision 2030 process. The goal of the process is to show what we could/should/would look like by 2030. Legislators are willing to listen to feedback from the process. Lastly, April mentioned that each campus senate has been asked to present an update at one of the State Staff Senate’s regularly scheduled meetings this year. NDSU is scheduled to present at the October meeting. She asked committee chairs to share what their committees have been doing and said they would appreciate it if anyone is willing and able to show up for a few minutes to give a report.
- N. Joint Committees
 - 1. Campus Space and Facilities – No report.
 - 2. Library by Jessica Rose – No report.
 - 3. University Athletics – No report.
 - 4. Learning Space Advisory Committee by Wendy Leach – No report.
- O. Ad Hoc Committees
 - 1. Administrator Training Initiative by Gennifer Baker – No report.
- XIII.** Executive Committee by Elizabeth Cronin – Reminder that committee chair orientation is coming up next week.
- XIV.** President’s Cabinet by Elizabeth Worth – Main thing discussed last time was the Governor’s task force and what they have been discussing about what the new restructuring scenarios could look like.
- XV.** NDSU Day of Honor – No report.
- XVI.** Old Business
 - A. Lost and Found by Gennifer Baker – No report.
- XVII.** New Business
 - A. Support for State Staff Senate Task Force – State Staff Senate formed a task force to look into improving morale by trying to get NDUS to allow for the day after Thanksgiving to be a paid holiday since students and usually faculty are gone anyway. MOTION by April Helgaas / Kay Hopkins to support the State Staff Senate day after Thanksgiving task force. MOTION CARRIED.
- XVIII.** Announcements – Ben Bernard mentioned the article in the Forum that mentioned the economic uptick in North Dakota which could help the NDUS budget this coming legislative session.
- XIX.** Meeting was adjourned at 10:52am by Amanda Booher.

Scheduled meetings:

- Staff Senate: Wednesday, October 3, 2018, 9:30 – 11 AM in the Plains Room, Memorial Union
- Executive Committee: Wednesday, September 19, 2018, 9:30 AM in the Badlands Room, Memorial Union