Staff Senate Agenda & Committee Reports
March 9, 2016
Memorial Union River Valley Room
1:00-3:00pm

Staff Senate pictures taken
Nutrition Students – National Nutrition Month Information Table – Healthy snacks provided courtesy of the Health & Wellness Hub

1. Call to Order
2. Announcements:
   a. Guest Speakers
      i. Henok Elias, UND Ombudsman
      ii. Presidential Search Update – Angie Morgan and Shari Nelson
   b. Question Period
3. Approval of Staff Senate minutes for February 10, 2016 Staff Senate meeting
4. Officer Reports
   a. Treasurer Report – Sarah Abentroth (Tyler Clauson as proxy)
   b. Membership – Cheri Williams
   c. Historian Report – Elizabeth Becker
5. Staff Senate Committee Reports – as needed (please read committee reports prior to meeting sent with agenda)
   a. Questions
6. University Committee Reports - as needed (please read committee reports prior to meeting sent with agenda)
   a. Questions
7. Suggestion Box
8. Business Items
   a. VP/President Elect Nominations
   b. Executive Committee Officer Election Information
   c. Senator of the Year Nominations from Committees
   d. Faculty/Staff Engagement Survey Update
   e. Provost Thomas DiLorenzo and VPFO Alice Brekke – budget and priorities update (1:30 to 2:30 p.m.)
9. Matters Arising/Open Discussion
10. Adjournment

Next Staff Senate Meeting
April 13, 2016
1:00-2:30pm
Memorial Union River Valley Room
Staff Senate Committee Reports
March 9, 2016 Meeting

**Staff Senate Committee Reports**

1. **Bylaws and Elections**, Diane Hillebrand – Has not met since last SS meeting.
2. **Denim Day**, Cheri Williams – UND employees donated $422 on the special Denim Day held for national disaster relief efforts. Those proceeds will go to the Salvation Army.
3. **Fundraising/Scholarship**, Jess Dunphy & Diane Fugleberg –
   a. Fundraising/Scholarship—the application for Scholarships for Dependent tuition is online currently for the 2016 summer session, which you can find here [http://und.edu/staff-senate/_files/docs/forms/2016-scholarship-application.pdf](http://und.edu/staff-senate/_files/docs/forms/2016-scholarship-application.pdf). Please note that this is the **final** scholarship opportunity for dependents to apply for. The deadline to get the application to SFA is April 15, 2016.
4. **University Senate Legislative Affairs Committee**, Stacey Borboa-Peterson - The University Legislative Affairs Committee met with Representative Oversen. Future meetings will include Representative Delmore and Senator Holmberg. A meeting for staff senate legislative affairs committee members is being scheduled.
   a. Staff Senate members can attend a tour of Studio One, the UND live television show on March 10 at 4:25 pm. The tour is one hour. You can register through the Studio One web site ([http://und.edu/television-center/studio-one/request-tickets.cfm](http://und.edu/television-center/studio-one/request-tickets.cfm))
   b. Other tours are being arranged for Aerospace, the University Children’s Learning Center, Nursing and Nutrition.
   c. The staff senate speaker for March will be Henok Elias, the new Ombuds.
   d. Because of the busy agendas for April and May, we will not have guest speakers at our senate meetings.
   e. We had a discussion about developing a proposal for the UND President to consider for transforming morale and productivity on campus.
   f. We are still looking for someone to help with Access Training.
   g. Next meeting: March 8, Skalicky Tech Incubator, room 116 (TV Center Conference room) 11 am – noon. Please note the location change. **All of our upcoming meetings will be held in Skalicky.**
7. **Staff Recognition**, Amber Flynn – Will meet on March 14th from 1:30-2:30pm, location TBD
8. **Ad Hoc Committees**
   a. Denim & Diamonds: The two tentative dates were reserved with the Gorecki because all other October weekends were unavailable. The dates are Friday, October 7, 2016 and Friday, October 28, 2016. Once the 2016-2017 hockey schedule is announced and if the D&D budget is approved for the 2016 event, the date will be finalized.
   b. Parades, Jim Hanson – No report.
   c. U-Shine Award, Tyler Clauson – February's U-Shine recipient was Marlene Gasink in Mailing Services. March’s recipient has been selected but not yet presented.

**Other University Committee Representation Reports**

1. **Budget, Restructuring, & Reallocation Committee**, Barry Brode & Sarah Abentroth – The committee met with the Provost on 2/2/16 and on 2/17/16 to discuss the role of the committee in the budget gap discussion and decisions. The minutes from both meetings are attached.
3. **Committee on Sexual Violence Prevention**, Alyssa Walker– No report, have not met.
4. **Conflict of Interest/Scientific Misconduct Committee**, Trish Hodny – Met February 1, 2016 and there are currently no pending responsibilities. No further meetings will be set for this semester unless we are tasked with something from the UND’s leadership or University Senate or a situation arises that requires the committee’s input.
5. **Council of State Employees (COSE)**, Trish Hodny – No report. COSE has not met and Trish doesn't expect to attend a meeting before the end of the semester.
6. **Global Engagement Steering Committee**, Pam Henderson – Have not met, however we are moving into the next phase of our work with the ACE Internationalization Lab. They are doing a site visit on April 17-19. We continue to work with BESAR on completing the survey that we started to develop in the fall semester.
7. **Health UND Coalition**, Jess Dunphy – Healthy U/Work Well-'Novu' will be launched April 1, which is replacing Sanford’s bWell program, keep your eyes open for an e-mail! Work Well has implemented a text program that gives you weekly wellness tips (which is really great!), to opt in, text undworkwell to 41411, you can opt out at any time. The next 'Get Moving Challenge' will begin the 2nd week of March. Take a look at this link [http://und.edu/health-wellness/workwell/programs/walkingchallenge.cfm](http://und.edu/health-wellness/workwell/programs/walkingchallenge.cfm), to get yourself registered! Also, don't forget about the “Zen in 10”, that happens on campus every Tuesday & Thursday at rotating locations throughout the day. You can look here for the most current information [http://und.edu/health-wellness/workwell/zenin10marchapril2016.pdf](http://und.edu/health-wellness/workwell/zenin10marchapril2016.pdf).
   a. SBHE Staff Advisor Report from Emma Tufte – Next SBHE meeting will be held March 15, 2016 at UND. They will be conducting the final interviews for the UND president at that meeting.
   b. Discussed possible topics for face to face meeting in June, including:
      i. In response to the recent allotment, these questions were posed... How to be an active staff senate in times of challenge? How to support morale on campus in times of budget challenges? How to address what may be an increasing faculty/staff divide? How to retain one mission, one culture within each campus during times of change/challenge?
      ii. Look ahead to upcoming legislative issues.
      iii. Update/recap on SBHE task force findings.
      iv. Revisit success/challenges + impact of SSS.
9. **The President’s Cabinet**, Pam Henderson – Have not met due to Presidential Candidate Visits.
10. **University Bookstore Advisory Committee**, Brandon Wallace– No report, have not met.
   a. Henok Elias, UND’s new ombuds person, gave a brief summary of his office and responsibilities.
   b. Susan Walton, on behalf of Alice Brekke, gave a brief summary on the budget.
   c. The Study of Procedures for Administrative Evaluation (SPEA) Ad-hoc Committee members are: Cheryl Hunter, co-chair, Educational Foundations & Research; Tom Petros, co-chair, Psychology; Eric Basile, Aviation; Tami Carmichael, Humanities & Integrated Studies; Tyler Clauson, HRMS Records Coordinator; Renee Nilsen, Graduate Student; Lori Reesor, Vice President for Student Affairs.
   d. There was a Collaborative Governance Forum on February 11 at 4:05 p.m. in Education 113. The moderator was Jim Grijalva and the Panelists include: Chancellor Mark R. Hagerott; Dennis Cooley, NDSU Faculty Senate President; Jim Mochoruk, former University Senate Chair; and Sarah Mosher, Languages Professor.
   e. At the invitation of the University Senate, Provost DiLorenzo will give updates on University priorities. The updates are scheduled from 3:30-4:30 p.m. on the following dates:
      i. Wednesday, February 24 – Education, Room 7
ii. Tuesday, March 22 – Memorial Union, Lecture Bowl

iii. Monday, April 25 – Memorial Union, Lecture Bowl

f. An update was given from the Presidential Search Committee, and an exercise was completed, asking all senators to write down questions for candidates.

g. Erik Basile, senator-at-large, made a statement regarding the budget and the Graphic Identity RFP Evaluation and Recommendation Committee’s decision to select a design firm for the Fighting Hawks logo. He asked President Schafer and the administration to immediately suspend all further work on a graphic identity until our fiscal situation is stabilized.

h. Lana Rakow expressed concerns regarding the lack of women candidates being interview for the UND Presidential Committee. Dean El-Rewini stated that he asked the search firm about their efforts to recruit women for the position. He felt that the search firm’s report was comprehensive and they did an extensive search to find qualified candidates.
1. Provost DiLorenzo reported on the following:
   a. The FY 16 budget cuts were sent to the deans to communicate to their colleges (the provost will send this information to the committee)
   b. Brad Myers, the BRRC Chair, indicated that our group might need a new charge (due to the MIRA budget model and the statewide cut to the allotment announced by the Governor).
   c. The provost gave President Schafer’s philosophy about the budget - the institution should design the university to reflect our budget priorities. The provost said that decisions need to be driven by data.
   d. The provost said that retention and graduation is a priority for President Schafer.
   e. A voluntary retirement plan for faculty has been announced.

2. President Shafer has announced guidelines for developing budget adjustments necessitated by both the budget gap at the University level and the cut to the allotment.

3. The 4.05 reduction (allotment) is only being taken to the general appropriated funds.
4. Minutes for the meetings of November 11, 2015 were approved.

5. The Committee received a report from Provost DiLorenzo on the budget gap for Fiscal Years 2016 & 2017 and on the statewide cut to the allotment announced by the Governor and triggered by a shortfall in state tax revenues.

   a. Adjustments to the budgets for fiscal year 2016 that have been accepted by the University have been communicated to the colleges and the respective deans will determine an appropriate method for communicating that information within the college.

   b. The University has decided to create a voluntary retirement plan for faculty, the specifics of which will be announced in the coming days. A similar plan for staff is likely, but the efficacy and terms of such a plan will be determined later. The feeling was that a staff voluntary retirement plan was not as time sensitive.

   c. President Shafer will announce guidelines, considerations and a timeline for developing budget adjustments necessitated by both the budget gap at the University level and the cut to the allotment.

   d. Alice Brekke will attend the University Senate meeting on February 25, 2016, to answer questions.

6. Given the time sensitive nature of the budget developments, the Chair will ask Dianne Hadden to schedule another meeting for the Committee prior to February 17, 2016.