Staff Senate Attendance

Members Present: Sarah Abentroth, Elizabeth Becker, Barry Brode, Zachary Buchhop, Christopher Choate, Tyler Clauson, Chris Dingle, Patty Dorsher, Jessica Dunphy, Rob D’Heilly, Diane Fugleberg, Nancy Garcia, Jade Gourneau, Jim Hanson, Pam Henderson, Diane Hillebrand, Kari Holter, Carrie Jackson, Andrew Johnson, Shannon Jongeward, Gregory Kelly, Jenny Le Texier, Lynn Lee, Jennifer Lunde, Janelle McGarry, Laurie McHenry, Lani Moen, Tina Monette, Lisa Moore, Angie Morgan, Renee Nilsen, June Novacek, Don Rasmuson, Patricia Reed, Teri Salwey, Dennis Stangl, Laura Vatnsdal, Megan Wasylow and Andrew Wynne.

Members Absent (excused): Stacey Borboa-Peterson, Amanda Filipy, Amber Flynn, Amber Onder, Jen Proulx, Lesli Riskey, Lori Shafer, Jayson Sharp and Kari Suedell

Members Absent: Kara Helmig, and Jennifer Lynch-Hurst

Resigned:

New Members:

Ex-Officio Present/ Absent: Pat Hanson

Guests: Alice Brekke

President Henderson called the meeting to order at 1:00 p.m.

President Henderson announced the UND Staff Senate is pleased to announce a partnership with Probitas Promotions to offer a limited time sale of UND Fighting Hawks Gear. An email will be sent out later with the necessary information.

Don Rasmusson moved and Lynn Lee seconded to approve the minutes of the January 11, 2017 meeting as distributed.

Tyler Clauson, Staff Recognition Committee, would like to have nominations for Senator of the Year by February 24th.

Officer reports:

Diane Hillebrand, Constitution, Bylaws & Elections brought forth a motion to adopt the proposed changes to the bylaws regarding the composition of the senate and to suspend the 2nd reading due to the necessary time line of the vote. (Attached). Motion carried.
Staff Senate Committee Reports: PR is working on the next newsletter and they are looking for articles. If you have anything, please send it to Elizabeth Becker.

Sarah Abentroth spoke about the Budget Restructuring & Reallocation Committee: with the current budget scene, the committee will now meet weekly. They met last evening at 4:30 until 7. The meetings are at 4:30 until approximately 6:30. The charge of the committee is undergoing revision.

Pat Hanson spoke: If you are eligible for the voluntary staff separation you should have received a targeted email. The application deadline is February 15. She also talked about Leave Without Pay; this is a voluntary policy. They are adding a voluntary reduced work load option to the Leave without Pay Policy, which should be coming out this week. It is a revision of the Leave Without Pay policy. She then answered questions from the membership.

Pam sent out five questions two weeks ago. We broke into small groups to discuss the questions and then report back to the group.

Alice Brekke provided a power point with budget updates and answered questions from the membership. Alice Brekke plans to return March 8 with an update.

Diane Hillebrand moved and Chris Dingle seconded to extend the meeting by 15 minutes. Motion carried.

After having the group’s report on questions 1 and 2 out of 5 time ran out so each group submitted their summary to Pam. The summaries have been compiled and are attached to these minutes.

Lynn Lee moved and Jennifer Lunde seconded to extend the meeting by 5 minutes. Motion carried.

VPFO Division has asked the Staff Senate take over their “We Are UND” idea. Amber and Pam agreed. Pam will send out the link. Please populate it.

Pam skipped over suggestion box items for this month.

Jenny LeTexier moved and Jennifer Lunde seconded to adjourn the meeting. Motion carried.

Meeting adjourned at 2:47 p.m.

Attachments:

Group Exercise.

1) What concerns or questions are you hearing from staff regarding the budget, budget process, or Staff Voluntary Separation Incentive Program?

* Is the University trying to get rid of people who don’t have a 4-year degree
* Those who applied for and were denied the early separation last year feel it’s not worth trying this for this time around.
* Facilities keeps this campus running, they can’t handle any more cuts/lay offs
* Cuts – eliminations
* Remodeling during cuts
* $1 million deficit – still cuts - - - - losing accreditation
* Health care – cost increases
* When are VP’s going to be cut?
* Should lower age of voluntary separation.
* More clarification on Kennedy email sent re: consolidating services. What does that mean?
* Why are so many consultants hired? Marketing guy to spend $3 million. What about our employees? 480 page review from consultant for facilities.
* Staff don’t feel safe expressing opinions.
* Money is still being spent on moving and remodeling.
* Recruitment? Is there any? What is being done to recruit? Misspellings in mailings does not improve our image.
* Afraid of losing their job.
* Besides demolishing buildings & buyouts – what else are they planning?
* Afraid of ramifications of filling out buyout.
* Doing more with less.
* Concerns about transparency with program closures, staff/faculty reductions.
* Retention issues of students – we can get them here, but can we keep them with all the cuts?
* Concerns about low pay, but good benefits; if they take away the benefits & keep low pay will we attract quality staff and/or keep them?
* Job loss.
* Qualifying for SVIP & not taking it & then losing your job.
* 50-somethings – fear at taking SVIP because they may not be employable beyond current job.
* What does centralization of services really mean? How will it look? How does it impact MIRA?
* Employees need to understand how dramatic this cut is & how it will change the way the university needs to operate. Completely different from the past.
* Employees electing to reduce FTE may make themselves vulnerable to future cuts as their reduction may be a sign that their position is not essential. Another thought – their workload will have to be picked up by someone else.
* We are scared and desperate to run our own households, market prices are rising.

2) Are there any rumors you are hearing?

(Q 1& 2 go together) – Rumors of lay offs
* That the Medical School has to cut 28%
* Increased student fees to pay for a “new” Union but won’t increase tuition to keep faculty and staff.
* People are afraid, services for students
* Donor & Opposite funding - - - money for Coulee to Columbia - - -build upgrades? Bad 1st impression
* People with years of experience are paid over market value are worried about cuts
* UND becoming mini George Washington University.
* If staff don’t have degrees they are being demoted (MIRA)
* Are we or are we not paying for health insurance?
* Academic depts. being cut.
* Dining outsourced.
* Employees electing to reduce FTE may make themselves vulnerable to future cuts as their reduction may be a sign that their position is not essential. Another thought – their workload will have to be picked up by someone else.
* The removal of staff dependent tuition waivers – what would its effects be on enrollment & revenue.
* Negativity & atmosphere at UND right now – will it keep families from looking at UND for higher education?
* We are hearing rumors. Budget cuts. Cuts in our benefits.

3) **How is your department or college handling the budget process? How has staff been involved in the process?**

* Cuts at 4, 8, 12% - prioritizing needs
* There has been a better job of keeping staff informed
* Deans transparent process – engineering, law school, aerospace 4%-8%-12& holding forums
* Varies – some departments are open with their staff, some staff haven’t heard anything.
* Asked for suggestions.
* Consider buyout.
* Facilities – employees not involved, management told them it was being handled, felt that facilities is receiving as much info as other units.
* HR/Payroll – supervisors are meeting to discuss budget.
* Education – Dean is being open with holding forums.
* Law – Dean has offered 4 forums to communicate info.
* A & S - Dean has offered 3 staff/faculty forums to communicate info.
* Instead of maximizing they are minimizing. Department Heads should raise voice for increment.

4) **Do you have any suggestions for budget reductions/ savings or revenue?**

* Get rid of One Stop
* Why have several Career Services Offices, combine them into one location and one or two staff members who specialize in certain areas such as (Law, Medical, Aviation, etc.) and the rest of the staff cross-train to know enough about all areas to help out.
* Consolidate space
* New students – recruitment should be #1 – tweak enrollment requirements
* Change # of credits to graduate – are we competitive enough?
* Other institutions not performing – Dickinson - in the constitution.
* Law School cheapest in the nation – raise tuition.
* Reduced but not free classes for staff.
* No more cheaper tuition for dependents (also a selling point)
* Employees might have to pay health insurance.
* No raises for 2 years.
* Acquire additional duties = pay raise; lose duties = pay remains at the higher pay.
* Utilize resources we have – students! i.e. marketing coordinator, positions advertised … offer them to students looking for internships (minimize pay, credit); internships – many areas could benefit.
* Work furlough.
* Reduce vacation carryover. (240 hours > 200 hours)
* Shut down over winter break.
* Entry level jobs like BSTS; it is not wise to reduce the budget.

5) **How have recent updates effected morale in your area?**

* Don’t feel we are one UND. Some faculty negative in class.
* UND used to be like family – culture feels different; less family feel, more business feel.
* Terrible.
* No one buying into “One UND”.
* Feelings of exclusion, non-transparency.
* Student morale is low too!
* People are afraid to express opinions.
* Employees worried about future of positions resulting in low morale.
* Affected mentally, physically, morally, in general. Dreams for serving UND will become a failure.

**Bylaws  Portion Read for the vote**

**I. Composition of the Senate**

A. The Senate is comprised of elected staff members representing each Division in the 1000-7000 broad bands as follows:

   Academic Affairs
   Finance & Operations
   President (includes Athletics and Energy & Environmental Research Center)
   Research & Economic Development
   Student Affairs
   School of Medicine & Health Sciences
   University & Public Affairs

B. Membership is based on approximately 3% of eligible staff in of each Division rounding up to a minimum of one representative from each Division, to be reviewed annually prior to the general election.

C. An eligible member is a full-time or part-time benefited staff employee who is off probation at the time of the nomination and is a UND employee.

D. The Officers shall be elected from the membership of the Senate.
E. The Director of Human Resources or the Director’s designated representative shall serve as a non-voting ex-officio member of the Staff Senate and Executive Committee.

II. Terms of Office and Election of Senate Members

A. Senate membership shall be for a three (3) year term with approximately one-third (1/3) of the members elected by April 15 every year.

1. A member shall not serve more than two (2) consecutive full terms.

2. Exception to A.: If a member is elected to Vice President/President Elect, they shall be granted additional years beyond two consecutive to complete the terms of President and Immediate Past President.

B. Terms of regularly elected senators begin with the first meeting in May. For Senators elected or appointed after the regular elections, their term begins the next available meeting.

1. During and after the Staff Senate elections, if there are not enough members to fill the various senator positions in a Division, the Constitution, Bylaws, and Elections Committee shall follow Section VIII: Interim Vacancies to fill the vacant positions.

C. University employees identified in Section I shall be eligible to vote.

D. An eligible candidate can be self-nominated or be nominated by another University employee. Divisions will also provide nominations of at least the number of openings in their respective Division.

E. Senators are expected to attend all Staff Senate meetings. Senators shall contact the Membership Officer directly, to record their absence prior to an anticipated absence or as soon as possible after an unexpected absence of any Staff Senate meeting.

F. A Senator who has had three (3) unexcused absences in any twelve (12) month period or fraction thereof is not in good standing and will be contacted by the Staff Senate President and that Senator’s position may be vacated by a vote of the Executive Committee. Attendance will be taken at each Staff Senate meeting.

G. Senate members who transfer from one Division to another within the University will continue to represent their original Division for the purposes of Senate membership for the balance of their term or until the next scheduled general election, whichever occurs first. Should a Senator move into a 0000 staff broad band position they will also be allowed to complete the current year.