



Campus Updates – September 2017



Update Provided By: Retha Mattern

- BSC Staff Senate met on August 15th. Retha Mattern received input from various departments regarding feedback on how time benefits are used on campus and what changes people may like to see.
- The Professional Development subcommittee is developing a survey to determine if employees have access to professional development training and support from their supervisors to attend such training. They are also looking for ideas for Staff Day and guest speakers for Staff Day.
- The Community Relations team is working on implementing a campus 5k walk/run on October 27th for campus and employees. They are also looking at ways to get involved with community programs such as Meals on Wheels or the Humane Society.
- BSC Staff Senate reviewed and provided input on a dress code policy change to allow denim to be worn Monday-Thursday, with Friday still being a denim day with a \$1 donation. The policy has since gone into effect and is very popular.
- Staff Senate also heard an update on a decline in credit hour enrollments and a tuition shortfall that may affect more employee positions.



Update Provided By: Bradley Holcomb

- We had a recent round of senator elections, and we're planning a small celebration on Sept 12 in connection with State Employee Recognition Week.



Update Provided By: Lisa Anderson

- DCB held their annual Fall Kick Off event on the evening of August 16th for all faculty, staff and their families.
- We had a recent round of senator elections along with VP and Secretary positions.
- We also discussed using fundraised money for Christmas party, giving back to the community, scholarships. Could also do a community clean-up as community service.
- Our Next meeting will be September 15th, 2017



Update Provided By:

- No update.



Update Provided By: Bobbi Lunday

Lake Region State College Staff Senate Campus Updates August-September 2017

- Summer Staff Retreats were held on August 2, 2017. Staff Senate conducted the retreat beginning with an hour long session on the book "Mind Set" followed by a Time Management & Team Building session facilitated by Kyle Agre.
- Service Awards were given out at the Welcome Back Breakfast for milestone years of service to the following: Five years of service to Charles Huhtala, Catherine Jacobson, Jennifer Jenson, John Maratato, Brittany Westphal, and Rebecca Wilhelmi. Ten year awards to Karen Clementich and Nicole Lundquist. Fifteen year awards to Rachel Anderson, Lloyd Halvorson, Diane Karlsbraaten, Heidi Schneider, Andrew Wakeford, and Patricia Wallace. Twenty-five-year award to Randall Fixen, Thirty-year award to Richard Olson, Thirty-Five year awards to Marilyn Buresh and Janice Eback.
- Staff Senate elections were held and the newly elected members are: Carla Freschette, Freddie Griffin, and Cathleen Ruch. New Officers include: Immediate Past President-Brigitte Greywater, President: Carla Freschette, Vice President: Cathleen Ruch, and Secretary: Brittany Hanson.
- A committee of volunteers from Staff Senate will join Kay Grinsteinner, Cindy Brown, Lisa Ginther, and Randy Fixen from Faculty Senate to serve together on a working group to discuss Service Awards.



Update Provided By: Misti Wuori

- Comet Pride Buttons will go on sale in mid-September with funds to support Comet Pride Scholarships for dependents of MSU faculty and staff. Staff and faculty are encouraged to wear Comet gear on Fridays (and jeans if they choose), and there are a number of other incentives offered to Comet Pride Button wearers, including Dining Services and Bookstore discounts on Fridays.
- A September 22 Staff Appreciation Luncheon will be held to thank staff members for all their work on the fall semester start-up. It will have a “Welcome to Fall” theme.
- The next meeting will be Tuesday, September 12.



Update Provided By: Mindy Rudnick

- Minot State Staff Senate held their annual Fall Kick Off event on the evening of August 16th for all faculty, staff and their families at the Scandinavian Heritage Park in Minot. Guest enjoyed a picnic dinner with games and door prizes donated by local businesses, as well as musical entertainment provided by MSU faculty members.
- The Employee Recognition committee awarded their May High Five Award to Rhonda Holden Selk in Facilities Management. The June Award was presented to Camila Van Dyke in Resident Life and July’s award was given to Karla Bredahl in Science and Biology. Award recipients are recognized on the MSU Facebook page and receive a packet of gift certificates donated by local businesses.
- The Staff Emeritus policy drafted by the By Laws committee during the 2017-18 year was approved by MSU’s President’s Staff and eight former staff were recognized. Those receiving the honor were:
Linda Benson, Public Information
Donna Harvey, Library
Pam Hopkins, Veteran’s Affairs
Dick Jenkins, VP for Student Affairs
Donna Just, Library
Melanie Moore, Student Development
Marv Semrau, VP for Advancement
Sherry Wheeling, Humanities
- The next full Senate meeting will be Tuesday September 19th.



Update Provided By: Bruce Woytassek

1. Guest Speakers

- a. Sandi Gilbertson on Professional Development
 - i. Faculty and Staff have dollars available for professional development Faculty has a committee that approves the requests that come through. Staff professional development requests are submitted to HR for review. The staff requests basically go by a first come, first serve and the requirements for awarding dollars are reviewed. Sandi explained that the budget for Faculty professional

development is currently \$20,000. Staff's budget is \$5,000. Both faculty and staff's budgets were reduced during the budget cuts. Due to accreditation, faculty professional development is identified as a high priority by the college.

- ii. Sandi explained to obtain staff professional development dollars, the training needs to be related to your job duties/role on campus. There is a \$300 annual award for staff as long as there is money available in the \$5,000 budget.

2. Tuition Waiver.

- i. Sandi talked through #2 on the policy, specifically the issue of employees being released from work for to attend class. The question was raised if every department is following the same practice in regard to employees either needing to make up the time they are away from their duties to attend class, or if supervisors are not requiring their employees to make up the time. Sandi took this question to President's Staff to reach out to other departments and haven't heard back yet from every department on how they approach this matter. Sandi stated that the NDSCS policy mirrors the NDUS policy.

3. Dennis Gladen – Q & A

- i. A question was asked about what the Staff Senate budget dollars can be used for? Dennis explained that Senate can buy door prizes with budget dollars as long as NDSCS is on the prize – has to promote NDSCS. There is a state policy, that at regular meetings, we can't use budget dollars for food. If the Senate were to have a guest speaker or a "special meeting", we would be allowed to use dollars to cater in food. Dennis explained Senate can buy NDSCS senate shirts for members, as well as choose to pay someone to come to a meeting to present or speak on a certain topic.

4. Management Team Update.

- i. Cass County Career Academy – President Kraft explained that this academy would be a collaborate effort with K-12 schools. This academy would introduce students to different career fields and encouraging interest in a field earlier on in their education. Also hope to show the benefits of an associate's degree and demonstrate that jobs are lucrative and beneficial.

5. Fundraiser

- i. President Kraft explained that the proposal of Senate conducting a fundraiser was well received by Management Team. Kraft explained that Management Team wants the Senate to work with NDSCS Foundation as they already have a gaming license. The money we receive would be our choice on how to spend as the monies raised would be non-appropriated funds. Senators will discuss how to use those dollars if/when the fundraiser is in full swing.

6. Staff Senate Goal regarding time and flexibility.

- i. The overall thoughts were that each institution should bring this issue up with their own administration if they have issues with flexibility – this shouldn't be a state policy. Senator Braun will relay the Senate's thoughts at the next meeting.

7. Marketing Committee

- i. Senator Woytassek created a Parli Pro quick reference guide that he sent to the Senators for review. If any changes or additions, let Senator Woytassek know.

8. Sustainability Committee

- i. Senator Schlepp provided an update from the last meeting. The committee talked about a mission statement for the committee.

9. Endowment Scholarship Committee

- i. The scholarship was awarded during President Richman's opening speech. Lisa Vosberg won from the staff side and Cole Erdahl from faculty side.

10. Faculty, Safety and Parking Representative

- i. System process for scheduling on campus. Goal is to have system process identified by January 2018 and implemented by Fall 2018. Will have listening/learning sessions on what causes confusion when we need to schedule meetings/events.
- ii. Deferred maintenance budget has been reduced by 88% of what we had in last biennium.



Update Provided By: Diane Axness

- Staff Welcome Back Event - In the spirit of a new school year, NDSU Staff Senate invited NDSU staff and families to join them for an evening with the RedHawks and a picnic before the game.
- The Staff Senate's Public Relations Committee is sponsoring "Treat Yourself!!!" for State Employee Recognition Week. The weeklong event will offer yoga, an ice cream social, outdoor lawn games, mindful meditation, and a popcorn party to end the week.
- The Staff Senate will assist with crowd control and parade organization for Homecoming Sept. 29
- Assist with participant registration for the 5K run/walk held during Homecoming week.
- At our first Staff Senate meeting of the fall, we held elections to fill empty senate committee seats.
- The Campus Engagement Committee met yesterday and we are looking into ways we can assist with "disaster relief" across the U.S. We will be reaching out to 3 national non-profits in order to form some collaboration with them; Red Cross, United Way, and Humane Society.
- Membership: Staff Senate continues to seek more members. We have many who resign or feel they cannot continue with Staff Senate because of job restructurings and budget cuts. We are hopeful that we will be able to fill empty positions throughout the year. On Wednesday, I asked Senators to encourage others to join or just stop in as a guest or proxy.



Update Provided By: Amber Flynn

- We have 4 senator positions that need to be filled. We will be voting on two new members at the next meeting.
- Staff Senate will be participating in the Potato Bowl Parade on September 9.
- We are celebrating State Employee Recognition Week September 11-15. We will host a free luncheon for staff, a breakfast for overnight staff and pie on the porch.



Update Provided By: Sarah Larsen

- We held our *Third Annual Viking Family Picnic* during Welcome Week. This picnic is open to all staff, faculty and their families. Cross Country and Volleyball students helped run the event by helping with face painting, playing outdoor lawn games with the kids, and helping set up and take down.
- VCSU Shared Governance created 'Welcome Window Project and Back to the City Night.' This event encouraged businesses on Central and Main Avenue to decorate their windows welcoming new and returning Vikings to the community. We had over 30 businesses participate in this visual welcome. Back to the City Night was held on Thursday, August 24th and all of campus was invited to attend. The campus community walked across the footbridge, into the community, and was welcomed by business with special deals, giveaways, and tours of their business. It was a success as approximately 200 students, staff, and faculty attended. It was a great way for students to see what our community has to offer. We plan to do this again next year – but even more amped up!
- Staff Senate is working on reviewing and ratifying VCSU's Defining Commitments and Strategic Plan, organizing our sub-committees, and creating our goals for the following year.



Update Provided By: Katie Peterson

WSC staff members attended Customer Services training as well as ALICE training during in-service week in August. Over ½ of WSC staff members were able to attend a First Aid/CPR class on campus prior to the start of the Fall semester and obtain their certifications. Currently WSC is in the process of increasing access to first aid kits across campus as well as possibly securing additional AED machines.