



UNIVERSITY OF NORTH DAKOTA

Staff Senate Agenda

December 11, 2019

EERC Discovery Room

12-1 PM Pot Luck

1-2:30 PM Staff Senate Meeting

1. Call to Order
2. Approve minutes from November 6, 2019 Staff Senate meeting
3. New Senators
 - a. Applicant Jordan Eberhardt, Engineering IT Services Coordinator, CEM
 - b. President's Cabinet requested to encourage staff to apply
4. Tubs of Love
 - a. Donations to Northlands Rescue Mission: Personal care, winter gear, non-perishable food
 - b. Collection December 11 through January 8, 2020
5. Suggestion Box
 - h. Request for compost stations and eco-friendly to-go containers
 - ii. Recently UND Facilities met with UND Dining to kick off the planning for a organics recycling/composting program on campus. The goal will be to divert organic materials (i.e. food waste and other compostable materials) from the landfill and send that material to a composting station. After the organic materials have broken down suitably the compost will be used in improve the soil conditions in our planting beds, turf, and for new tree planting locations. In the end we will be sending quite a bit less material to the landfill and also improving the natural beauty of our campus (it's a big win-win).
 - iii. Response from Director of Construction Management Brian Larson and Director of Dining Services Orlynn Rosaasen
 - i. Parking by the Altru Family Residency located next to the UND bookstore is monitored by UND parking. Request for a warning as this is confusing.
 - ii. Generally all vehicles get one warning before they get their first ticket. This is campus wide, not parking lot specific. So if someone received a ticket they most likely already received a parking warning for a violation somewhere on campus already.
 - iii. Altru contracts with UND for patient parking, it is signed as patient parking. UND does not issue tickets for patient parking, unless a vehicle is reported to UND Parking as always being parked in a patient parking space. UND will research the vehicle to determine if the vehicle is owned by a student and employee, then reach out to that person and ticket as needed.
 - iv. The balance of the parking lot by Altru is signed for permit parking for students and employees. The student and employee permitted parking is enforced in the same manner as all of UND's parking lots.
 - v. Response from AVP for Facilities Mike Pieper
 - j. Snow removal plowed into A parking spaces

- ii. All parking lots have designated snow piling areas that are predetermined for multiple reasons (drainage direction of water for when the snow melts, access/turning lanes, protecting landscaping, etc.).
- iii. UND currently has excess parking, so we know we can lose some spaces over the winter for snow and still provide all parking permit holders a place to park. UND parking permits give permit holders the right to "hunt" for an open permitted space, it does not guarantee availability in any specific lot. If employees are interested in a guaranteed parking space they should reach out to Parking Services and discuss the availability of a reserved parking permit.
- iv. Also, at times Parking Services will pay Grounds to remove some snow piles. Parking Services tries to limit the amount of snow hauling it does, because UND's general budget has to subsidize Parking Services' budget. Subsidizing Parking Services is needed because annual parking permit revenue does not generate enough revenue to fully cover the cost of UND's Parking Utility
- v. Response from AVP for Facilities Mike Pieper
- k. Concern for campus open cubicle work spaces for staff that are not confidential for sensitive conversations with students
 - ii. There are many ways that this concern can be addressed. I would recommend that staff members discuss these very important topics with their supervisors.
 - iii. Response from Provost Tom DiLorenzo and VP Cara Halgren
- l. UND Internal Hiring Process Concern
 - ii. The internal recruitment process at UND is currently in the revision stage. This process is ever evolving with the changing employment scene in Grand Forks and our region. In the past, benefited, non-probationary employees, have been able to apply first for many positions under the "internal recruitment process". Under that process, a position would be open for five business days internally only. If no qualified candidate was found, either through an interview process, or due to no internal applications, the position would then be opened to external recruitment for 10 business days. Thus a recruitment phase would last a minimum of 15 business days. UND had not been negatively impacted as widely as other businesses in the region by the historically low unemployment rates. Unemployment rates for Grand Forks and the region are at 2.7%. When unemployment rates fall below 3% a region is generally viewed as fully employed. Those who are not employed either are not able to work or do not want to, as in the case of those retired. In the past year, UND has begun to feel that crunch for candidates. We are not getting the number of applicants either internally or externally, that we have had in the past. Due to this issue, the recruitment process for staff has had to change. In most cases, we are recruiting internally and externally concurrently. This allows for a shortened period of recruitment time. This is necessary for the departments as well who are already short staffed due to a resignation, requiring those who are left to pick up the responsibilities. However, departments always have the opportunity to ask for an internal only process and some do.
 - iii. Internal applicants still maintain an advantage over external applicants with the following:
 - a. UND continues to assign 5 extra points to current, benefited staff who are not on probation. Currently, UND is the only one of the 11 NDUS institutions who offers extra points in this manner.

b Many of the preferred qualifications listed in the posting are such that an internal staff would benefit and receive more points in the screening process. For instance, some departments will ask for previous experience working in higher education, or have experience working with PeopleSoft HRMS, Finance, Students, Starfish, AppliTrack, etc.

c Response from VP Peggy Varberg

iv. To balance this change and in order to provide career advancement and growth opportunities for our current staff as we move forward into the next year, UND Human Resources will be working on career pathing, succession planning and training and development opportunities for staff. We will be sending out a survey after the New Year to gain information from staff as to what opportunities they would like to see offered.

m. Concern for sidewalks not being clear on 12/2 by 8 AM

n. Request to consider scholarships for UND employee children instead of staff development

6. Matters Arising & Open Discussion

7. Adjourn

Next Staff Senate Meeting
January 8, 2020 – 3-4:30 PM
Nursing 210