



UNIVERSITY OF NORTH DAKOTA

Staff Senate

August 8, 2018

Memorial Union River Valley Room

1:00 pm – 2:30 pm

Members Present: Tyler Clauson (President), Sarah Abentroth, Trinity Bohlman, Jessica Cadreau, Chris Dingle, Samantha Eastman, Kristin Ellwanger, Amanda Filipy, Jade Gourneau, Garrett Grasser, Carissa Green, Brenda Haugen, Angela Holkesvig, Kari Holter, Tyson Jeannotte, Gregory Kelly, Brian Larson, Jennifer Lunde, Whitney Maine, Amy Malheim, Jeremy Malheim (Vice President), Janelle McGarry, Lani Moen, Angie Morgan, Renee Nilsen, June Novacek, Jen Proulx, Patricia Reed, Lesli Risky, Teri Salwey, Jayson Sharp, Pam Shea, Courtney Souvannascacd, Andria Spaeth, Carla Spokely, Zauna Synnott, Austin Theisen, Megan Wasylow, Kim Werner

Members Absent: Melissa Casanova, Chris Choate, Emily Dougherty, Kara Helmig, Devona Janousek, Jennifer Lynch Hurst, Brianne Melicher, Tina Monette, Conrad Smith, Laura Vatsndal

Ex-Officio Present: Pat Hanson

Guests: Alice Brekke, Vice President for Finance and Operations; Melissa Mager, Business Service Center; Kristi Okerlund, Student Involvement and Leadership; Eric Plummer, UND Chief of Police

1. **Call to Order** – President Clauson called the meeting to order at 1:05 p.m.

2. **Guests**

- a. **Alice Brekke – retiring after 39 years** – With gratitude for her longstanding commitment to staff and support of Staff Senate, Clauson presented Alice Brekke with a gift. It was the Vice President of Finance and Operations' penultimate day at UND after 39 years of service. She left the staff with these words: "You are special, you are important, and how you treat others matters."
- b. **Kristi Okerlund - Food For Thought Food Pantry** - Kristi Okerlund, Student Leadership and Involvement, presented on the Food For Thought Food Pantry, launched in the Spring '18 semester. Services are for currently-enrolled UND students only. Student Government gave \$5,000 for start-up costs; donations of non-perishable foodstuffs, personal care items, and cash (through the Alumni Foundation) are being accepted going forward. The pantry is located in the Memorial Union 312. Hours of operation for fall will be 8:00 to 4:30 weekdays, with other hours as volunteer or student staffing permits. Intakes are done with students seeking assistance to also match them with other potentially needed services. Approximately 50-60 unique students have been served since April.

3. **Announcements/Question Period**

- a. **2 open seats on Staff Senate, Melissa Mager, Business Service Center sitting in today.**
Motion: On behalf of the Constitution, Bylaws, & Elections Committee, Shea nominated Tyson Jeannotte for one of the two open seats on Staff Senate. (Carried unanimously).
Melissa Mager, Business Service Center, observed the meeting and will likely be nominated for the remaining open seat in September.

4. **Approval of June 13, 2018 Staff Senate Minutes.** Corrections: spelling of Andria Spaeth's name in two places; remove "Agenda" from header and "Draft" watermark. Attendance is pending.

Motion: to approve the minutes of the June 13, 2018 Staff Senate meeting with noted corrections (Gourneau/Filipy/carried unanimously).

5. **Business Items**

- a. **Open seat on University Senate, Application has been emailed out.** Three staff seats are allocated for University Senate. The Staff Senate President and Vice President are two delegates; the

third is at-large. Please return the application to Clauson by Tuesday, August 21, if you wish to be considered for the 2018-2019 academic year.

- b. State Staff Senate gauging employee interest and thoughts on proposing floating holidays and/or full day of for Christmas Eve this year to SBHE.**
 - i. Checking with Legal Counsel.**
 - ii. Other thoughts, ideas.**

Clauson reported that the State Staff Senate has encouraged colleges to be creative in pursuing low-cost benefits in lieu of absent raises. The idea of floating holidays, a holiday for "Thanksgiving Friday," and/or Christmas Eve were discussed in the Executive Committee with affirmation. Discussion by the full Staff Senate was also supportive.

6. Officer Reports - as needed

7. Staff Senate Committee Reports

- a. State Employee Rec Week Update – planning/prep & volunteers for event** - Holkesvig reported that State Employee Recognition week is Sept 10-14, and the popular events are being planned – lunch and vendor fair, overnight breakfast, pie social, etc. Sign-up sheets will go out soon.
- b. Parades Update – float building & walking volunteers & candy donations** - Maine reported that the lone parade this fall is September 22, with decorating the evening before. Volunteers are needed for decorating, walking, and take-down. Theme is "Where it all Started" for the 20th anniversary of Staff Senate.

8. University Committee Reports - as needed. Reminder that University Senate meets the first Thursday of the month at 3:30 p.m. in Education 7, starting in September. All are welcome to attend, even if they are not voting members.

9. Suggestion Box

- a.** The New Horizons Food truck has been a welcome addition to the campus. However would it be possible to get a variety of food trucks on campus perhaps on different days. The New Horizons truck while enjoyable does not appeal to all taste pallets. I think it would be nice to invite all Grand Forks restaurants to bring their food trucks to campus.
 - i.** An RFP was sent out to all of the local food truck operators last fall. New Flavors Food truck was the only operator that responded to the RFP. An alternative operator contacted me back in May about coming on Campus. A contract was supplied to the operator, but the operator has yet to sign the contract.
- b.** It has come to my attention that Facilities is looking to outsource the custodial duties on campus. Do we know the impact this will have on the Departmental costs as well as the over 200 employees who will no longer have jobs? I find this rather upsetting to see fellow Staff members lose their livelihood.
 - i.** In 2015 my predecessor hired CORE Management Services (<https://coreamerica.com/>) to analyze UND's custodial services program. CORE used their Smart Inspect QSP (Quality Success Percentage) tool to evaluate the quality level of service being provided by UND's custodial services department. Custodial services for housing was determined to be over 90% or excellent. Custodial services for non-housing was determined to be just shy of 85% or high fair/low good. I have since combined both departments under the leadership of a new assistant director that was previously in charge of just housing custodial services, it is my desire to have her leadership, experience and processes raise the quality of services for non-housing custodial service.

CORE Management Services also assists institutions with RFPs to outsource custodial services. In 2017 during the budget cuts I asked CORE (they already had all of our data) to help determine if it would be more financially beneficial to outsource UND's custodial services and if there was any private company willing to start up operations in Grand Forks, ND. Verbally CORE stated to match UND's housing custodial services quality level of over 90% or excellent that it would most likely not be financially beneficial to outsource housings custodial services. Verbally CORE stated to match UND's non-housing custodial services quality level of around 85% or high

fair/low good that it was probable that outsourcing non-housing custodial services would result in financial savings. CORE also stated that there were 3-4 national custodial services companies that would be willing to start up operations in Grand Forks, ND.

One other factor to consider in continuing to provide in-house custodial services vs. outsourcing custodial services is UND's ability to attract, hire and retain quality BSTs. It has been very difficult for UND to fully staff our BST positions, at times we have had 10 BST openings that put additional stress on our existing BSTs and lowers everyone's ability to provide quality service. Typically BSTs have resigned from UND to accept positions with higher wages and lower benefits. UND currently does not have the ability to redistribute total compensation between wages and benefits for specific labor pools to become more attractive in their specific market. UND works within a Statewide compensation system. The redistribution of compensation is not necessarily a cost savings measure, but a measure to improve the overall quality of the labor pool filling open BST positions. Typically a healthier labor pool or higher quality labor pool will lead to higher quality hires and in turn improve the quality of service. Private custodial services providers have the flexibility to stay competitive/current in the market by adjusting its compensation accordingly. Facilities will continue to monitor this situation. My charge is good financial stewardship. I will continue to monitor these issues and make adjustments and changes as needed.

- Discussion on this item was vigorous. AVP for Facilities Management Mike Pieper may be invited to a future meeting to answer further questions on the matter.

10. Matters Arising/Open Discussion. Spaeth noted that Work Well has contracted with the Farmers' Market trolley to come to campus Thursdays in September, beginning with State Employees Recognition Week.

11. Adjourn. With no further business, the meeting adjourned at 2:09 p.m.

Next Staff Senate Meeting
September 12, 2018 – 9-10:30 AM
Wellness Center Room 120