

NDSU STAFF SENATE MESSENGER



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www.ndsu.edu/staff_senate

September 2006



Greetings from the Staff Senate President

by Steve Bergeson

Another exciting academic year is upon us, and the faculty, staff and students of North Dakota State University are primed to make it a great experience for all. I am sure that each of you as NDSU staff members will continue to perform your respective duties with the professionalism, dedication and energy that has helped make this university a leader among its peers.

As President Chapman says, one of our important campus themes is “Students are Paramount.” Students are the fundamental reason this institution exists, and as staff members, we should assist wherever we can. If you have direct contact with students in your job, something as simple as a kind word or a helping hand can make a

difference in the success students will achieve in life and career. We help shape lives.

This will be an important and fun year. With the North Dakota legislature in session during the winter, there will be a need for all of us to take an interest in matters before the lawmakers. NDSU Staff Senate is planning a fine agenda of professional development sessions that you will want to attend. In addition, we’ll have opportunities to volunteer for a variety of programs and public service offerings.

As always, all NDSU staff members are welcome to attend monthly Staff Senate meetings. Each includes a program on a topic of interest to staff and committee reports addressing issues affecting the campus community. Please refer to the “This Fall at Staff Senate” information on this page for details. Also, consider becoming a Staff Senator, and take some time to explore the Staff Senate Web page at www.ndsu.edu/staff_senate.

I encourage you to take pride in your work and in your university. NDSU is clearly moving forward, and the role you play is important to that progress. Let’s all have a terrific year.

Staff Senate Meetings **FEATURED SPEAKERS**

Memorial Union
9:30 am – 10:30 am
All staff are welcome!

September 13	David Wittrock Dean of Graduate and Interdisciplinary Studies	Prairie Rose*
October 11	Ann McConn & Rian Nostrum United Way	Dakota Ballroom*
November 8	Joseph A. Chapman NDSU President	Dakota Ballroom*

*Room assignments may change due to the ongoing renovation of the Memorial Union. Please check posted schedules for any room changes.

Upcoming Events

Family Fun Night Picnic

Thursday, September 14, 4:30 - 7:00 pm

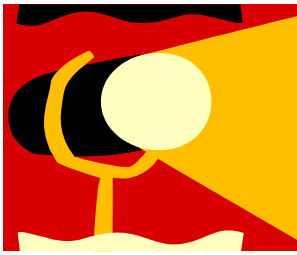
El Zagal Shrine, 1429 3rd Street North, Fargo

Admission: \$3 Individual, \$9 Family of four or more
Free parking

Your State Employee Recognition Week (SERW) committee is hard at work to once again bring you Family Fun Night. Governor Hoeven has declared the week of September 17-23 State Employee Recognition Week, but we will be keeping with tradition and hold our festivities a week earlier. Family Fun Night is a great opportunity to get together and meet your fellow state employees, make new friends, and have a good time. Join us for a night of fun, food, and relaxation!

Tickets on sale now (check with your department administrative assistant or contact a committee member—see list below). On the program: “Weird Science”

(continued on page 3)



Staff Spotlight

Paul Johnson

By Holly Erdmann
Animal & Range Science

If you've worked on campus for 10, 15, or even 20 years, you have nothing on Paul Johnson, who has worked on campus longer than anyone else currently employed by NDSU.

Paul has been at NDSU for 41 years, starting as a food service worker at the Residence Dining Center (RDC) November 16, 1964, when he was just 18 years old. Paul had a number of jobs over the years including supervising the dish room, doing food delivery, filling vending machines, working in the warehouse, and purchasing. He says purchasing is what he enjoys most.

As Assistant Commissary Manager, Paul's current duties include overseeing delivery truck drivers, managing the commissary where all the bakery goods and salads are prepared for the entire campus includ-

ing ordering food supplies and overseeing inventory. The RDC prepares meals for the local Meals on Wheels program. Paul oversees the truckers



who transport the meals to various sites in Fargo where volunteers pick up the meals for delivery to individual clients.

Paul tells a story of a wintry evening years ago when the delivery

truck driver went home at the end of his shift and took the one truck key with him. Unable to reach the driver, Paul had to push the full bakery cabinet across snow-covered sidewalks all the way from the RDC to the Memorial Union at 5 a.m. That's dedication!

Paul plans to continue working at NDSU for a couple of years; then look for a part-time position that doesn't involve managing employees. You will probably still see him on campus from time to time, however, as he loves attending Bison games with his wife, three grown children, and two grandsons.

When asked if he would recommend working at NDSU to others, he said, "Definitely, it's a good place to work."

If you have a story idea for the Staff Spotlight, contact Holly Erdmann at 231-7513.

Teamwork is the ability to work together toward a common vision. The ability to direct individual accomplishments toward organizational objectives. It is the fuel that allows common people to attain uncommon results.
~Andrew Carnegie

THE MESSENGER

Edited and published each semester by the Staff Senate Public Relations Committee & staff volunteers.

NDSU Staff Senate Mission:
NDSU Staff Senate addresses the needs and aspirations of university staff by promoting a progressive campus environment.



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www.ndsu.edu/staff_senate

United Way Day of Caring

By Bonnie Cooper
The Graduate School

The 15th annual Cass-Clay United Way Day of Caring will be held Thursday, October 12, 2006. Day of Caring is designed to allow community businesses to assist local senior citizens with a variety of projects; projects may include raking leaves, helping residents prepare their homes for winter, or cleaning.

The event will begin at the Bison Sports Arena with
(continued on page 3)

President Chapman Supports Campus Kudos Program



President Chapman

Campus Kudos is a certificate of appreciation for student workers, staff, and faculty. Staff Senate sponsors this program to encourage NDSU employees to recognize co-workers when they exhibit one or more of the following valued behaviors: customer service, continuous improvement, teamwork, integrity, and quality.

Campus Kudos recipients receive \$3 in gift certificates, which may be redeemed at either the Minard Hall or Memorial Union Coffee Carts. These gifts are sponsored by President Chapman. Campus Kudos recipient photos are displayed in the FLC corridor of the Memorial Union.

Staff Senate encourages NDSU employees to submit nominations via the staff senate website, or by contacting Holly Erdmann at 231-7513 or Holly.Erdmann@ndsu.edu.

Caring (continued from page 2)

check-in from 11:30 am-12 pm. The day begins with a gathering and lunch. From 1-5 pm, volunteers will go to their assigned service projects.

NDSU faculty, staff, and students are invited to participate. Staff members who choose to participate will need to use vacation hours for the time that they are away from work. Registration will begin soon and must be done by the end of September.

Specific details will be posted on the Staff Senate website as soon as they become available; there will also be information in *It's Happening at State*. Let's show how much NDSU cares for the Fargo-Moorhead area by having a large group of volunteers at this event!

The objective for Day of Caring is to engage community businesses and their employees in local and fun volunteer opportunities with area senior citizens who need the help and companionship for a day.

FISHing for the Big One



The North Dakota Council of State Employees' (COSE) FISH award recognizes exceptional service to state government. The Council accepts nominations from all state agencies but selects only one employee each quarter who is: *friendly*, shows *initiative*, is *smiley* and *helpful* (hence the acronym: FISH). Award winners receive a Fish Award t-shirt and all nominees receive a COSE certificate of appreciation.

NDSU employees are encouraged to nominate a fellow state employee by completing a nomination form at www.state.nd.us/cose/fishnominationform.pdf and submitting it to one of our COSE representatives: Cindy Kozojed, Thorson Maintenance, or Sharon Morgan, 307 Morrill Hall. A nominee may be submitted more than one time. For more information, call Sharon at 231-7739.

Events (continued from front page)

with Don Carey, face painting, cotton candy and lots of great food (bratwursts, hot dogs, barbeques, baked beans, ice cream, chips, pop and coffee).

For information about your SERW Committee and what we do, please contact any committee member: Robyn Hoffmann, Chair, State Auditor's Office, 239-7921; Char Kuss, Co-Chair, Cereal & Food Sciences, 231-7712; Terry Beyer, Treasurer, Div. of Independent Study, 231-6001; Terry Nelson, Secretary, Print Shop, 231-7893; Sharon Morgan, Ag Budget Office, 231-7739; Cathy Halgunseth, Veterans Affairs, 239-7165; Andrea Swiontek, Veterans Affairs, 239-7165; Clarice Hackman, Library Administration, 231-6508; Diana Kowalski, Library Associate, 231-7748; Cindy Kozojed, Telecommunications, 231-8431; Jolean Pederson, Safety Office, 231-9587; Sonia Hellerud, ND Job Service, 239-7300; Margie Trickle, Athletics, 231-7816; Dolly Wadholm, Varsity Mart, 231-5671.

Did You Know?

This column is intended to provide more visibility for NDSU policies and benefits that affect NDSU staff. The NDSU Policy Manual Online is located at www.ndsu.nodak.edu/policy/

“I need to pick up my child from daycare early today. May I bring her to work?”

“My elderly father has a doctor’s appointment at 10 am. May he stay in my office until then?”

Balancing work and family can sometimes be a challenge. NDSU offers several options to assist employees in caring for family members. These are explained in NDSU policies, Sections 130, Annual Leave; 135, Family Medical Leave - Uncompensated; 143, Sick/Dependent Leave; and 149, Leave Without Pay.

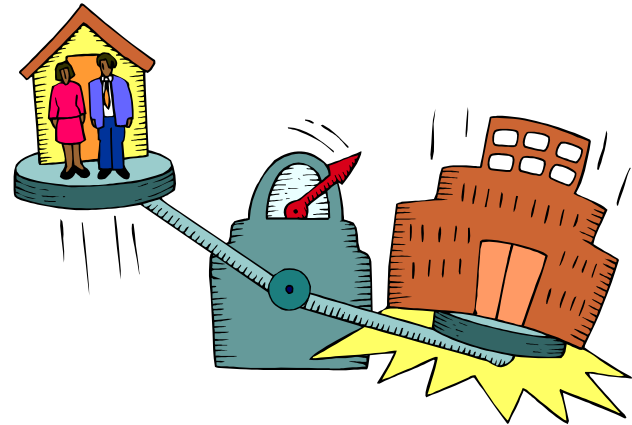
However, there are times when a unique situation arises and is not covered by these policies. According to policy Section 134.1, Workplace and Family/Dependent Responsibilities, “NDSU is committed to addressing (these situations) with sensitivity and fairness to all concerned and will consider an employee’s request to accommodate the situation, based on the following factors:

- A. Workplace health, safety, and institutional liability issues related to the request;
- B. Potential impact on the employee's work accomplishment and performance;
- C. The employee's performance history;
- D. Effect on the efficiency and productivity of others in the immediate workplace environment and/or unit;
- E. Length of time involved in the employee's request;
- F. Concerns of relevant decision-makers and clientele (for example, county commissioners for county Extension staff).”

The policy continues with two additional items. Item 2 addresses who will be consulted in the decision regarding the employee’s request. Item 3 specifically addresses bringing a child into the workplace. “In the event of an emergency, an employee may need to bring a child(ren) to the workplace for a short period; in these circumstances the employee is expected to

- inform his/her supervisor;
- supervise the child(ren) at all times;
- assure that disruption to co-workers and clientele is minimal;
- and prohibit children from entering hazardous areas.”

Of course, children who are sick, especially those who have something contagious, should not be brought to the workplace. And finally, “the supervisor retains the right to instruct the employee to remove a child from the workplace if these expectations are not met and the factors outlined above are not satisfactorily addressed.”



Upper Great Plains Technology & Trade Show

Monday and Tuesday, October 9-10, Fargodome www.uppergreatplains technology.com/

General Admission/Student Registration is free with pre-registration (available on the web site) which includes: free access to the breakout workshops, trade show, and all keynote speaker sessions throughout the two-day conference. Concession stands will be open.