



Staff Senate MESSENGER



VOLUME 1, ISSUE 1

www.ndsu.nodak.edu/staff_senate/index.shtml

FEBRUARY 2005



GREETINGS FROM THE STAFF SENATE PRESIDENT

By Susan Bornsen, President

For those who don't know me, I am the associate director of Student Support Services and computer literacy instructor. I am also an adjunct lecturer in the Math Department. My office is in Ceres 329 where I have worked since 1997. I previously worked in the Math Department and also Ag & Biosystems Engineering and know many of you through those contacts.

I graduated from NDSU with an undergraduate degree in mathematics, and a master's degree in education. I am currently a doctoral student in the Communication Department. I have made good use of the tuition waiver and am thankful that NDSU provides this to us as employees. I was part of the ad hoc committee that worked toward

acceptance of the dependent tuition waiver. I encourage you and your dependents to take advantage of these waivers. I believe becoming life long learners gives us an edge to any situation.

With the new year underway, I also encourage you to consider participating in Staff Senate. Monthly meetings are open to all staff. We invite you to join us in February when Lisa Nordick, Director of Distance and Continuing Education, will be our guest at 9:30 in the Memorial Union Prairie Rose Room. In addition to her presentation, you will learn about the campus activities and concerns our senate committees are currently working on.

In March, we will be accepting nominations for staff senator positions. As a staff senator, you have the opportunity to share your ideas and enthusiasm in the process of helping to make NDSU a great place to work.

Visit our website to learn more about Staff Senate, how you can get involved, and to share with us how we can serve you better. Have a great 2005!

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STAFF SENATE PAST, PRESENT & FUTURE

By Pam Hommen, Past President

NDSU Staff Senate originated from a Staff Senate steering committee involved in the 1988 NDSU presidential search. As the group met with presidential candidates, staff-related needs were discussed. One concern raised was the need for a voice similar to that of the Faculty Senate and Student Senate.

After selection of Dr. Jim Ozbun as NDSU President, the steering committee stayed together to discuss forming a staff senate. Materials related to staff organizations were obtained from Colorado State University, University of Wyoming, and Moorhead State University. The committee studied the materials and drafted a constitution and bylaws.

On January 1, 1990, the NDSU Staff Senate was established

with encouragement and approval by President Ozbun.

Today, the mission of Staff Senate is to represent NDSU staff on matters that would improve their status and to improve communication between staff and other university personnel.

Staff Senate is comprised of 64 senators elected each spring by NDSU staff. Representation is based on 5 percent of each of the North Dakota University System (NDUS) staff position categories called "broadbands": Professional, Technical, Office, Crafts & Trades, and Service. Senators serve 2-year terms, and are limited to three consecutive terms.

Staff Senators serve on one or more Staff Senate committees. In addition, Staff Senate elects members to University Senate committees and various ad hoc groups as

NDSU Staff Senate Mission: To represent broadbanded staff on matters and proposals that would improve the status of broadbanded employees, and to improve communication between the staff and other university personnel.

Web site: www.ndsu.nodak.edu/staff_senate/index.shtml

Staff Senate Messenger is published twice each semester. Submit articles to: Gretchen Bromley, 160 Hultz Hall.

Issue 1 was produced by the Staff Senate Public Relations Committee & staff volunteers: Gretchen Bromley, Letha Cattanach, Paul Froeschle, Richard Gunderson, Heather Heger, Tammy Helweg, Linda Hoiland, Brenda Jacobson, Char Kuss, Marilyn Koehlmoos, Sheree Kornken, Paul McIntosh, Mary Twitchell.



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BENEFITS FOR NDSU STAFF

The following is by no means a complete list of all benefits available to NDSU staff. For current information, contact Human Resources 231-8961, or visit www.ndsu.nodak.edu/hr/comp/index/shtml.

Compiled by Teresa Sonstagen and Paula Larsen, Staff Senate.

Fully-paid health insurance: Provided through Blue Cross/Blue Shield of ND offering excellent coverage with low deductibles and co-pays. NDSU pays the \$488.70/month premium on behalf of each employee—an annual value of over \$5,000 (equivalent to a pay increase of \$2.82/hour for a full time, 12-month employee). **Other cost-competitive elective insurance** programs available through payroll deduction (fully paid by the employee) are: term life insurance, accidental life, cancer/intensive care, dental, and vision.

Retirement: Social Security (employee and university each contribute 7.65% of monthly salary); NDPERS or TIAA-CREF; supplemental retirement annuities, deferred compensation plan, and long term disability.

Holidays and Leave: Ten **paid holidays** each year; **annual leave** (12 to 24 days per year accrue upon employment, depending on position); **sick leave** (12 days per year accrue upon employment, may use 40 hours/year for dependent care); **family medical leave** (unpaid leave of absence, up to 12 weeks, with health insurance

continued by NDSU after at least one year of employment); **shared leave** (after exhausting all applicable paid time off, an employee may receive leave donated by co-workers if the employee meets criteria and is approved by the president—after 6 months of employment); **funeral leave** (up to 24 hours paid time off, in case of the death of an immediate family member or spouse); **military duty leave** (pay for first 20 days of annual military duty, additional days paid if mobilized — available after 90 days of continuous employment); and paid time for **jury duty**.



Flexible Spending Account: Enables employees to pay for medical expenses and/or child care services in pre-tax dollars which can amount to considerable savings, commonly \$100 - \$200 per year, depending on employee's tax bracket and amount set aside for medical and/or child care.

Educational Opportunities: Tuition waiver for three classes per calendar year (with department approval); 50% discount on tuition for spouses and dependents; staff are eligible to apply to President Chapman for up to \$1,000 per calendar year for continuing education (registration, travel, lodging, etc.).



Computing: Discounts and 4.0% interest rates on payroll deduction up to two years for computers, software, and *digital cameras* (purchased with a computer) through the Varsity Mart (employee must be employed at NDSU for one year to qualify for this payroll deduction option); free software training classes available through ITS.

Discounts: Services such as state rates on hotel rooms for employee personal use; 5% off all purchases made on campus with Bison charge card including Varsity Mart, campus Coffee Cart, and food outlets; \$1.00 off cinema tickets; coupons for Valley Fair and Camp Snoopy (Human Resources office); membership at the NDSU Wellness Center for \$20/month on payroll deduction for employees or *your guests* who pay by the semester at \$20/month rate; \$35 semester bus passes from MAT enable staff to ride any MAT bus, not just from campus to downtown, call 232-7500.

Free Offerings: Previews of presentations at the Little Country Theatre; movies in the NDSU Century Theatre (just show your ID); tickets to the opening football and volleyball games; open recreation at the Bison Sports Arena – swimming, steam room, running track, and more!

FUTURE from front page

requested. Meetings of the Staff Senate are held the second Wednesday morning of the month and all staff are invited to attend. Meeting attendance is mandatory for senators.

Activities sponsored by Staff Senate include Employee Recognition Week, the Scholarship Fund for classified staff members and their families, Staff Development programs, Campus Kudos awards (recipients are displayed in the Memorial Union), and the annual Holiday Blood Drive.

Last year's activities included: a booth at the NDSU Health

Fair where free pedometers were distributed with a presentation of our health plan and the Walking Works program; "Power of a Positive Attitude" seminar; a motivational workshop "2004 Changes and More," which offered presentations by Brent Parmer on "Managing Transitions" and "Exercising for a Lifestyle Change," and "Staying Centered in a Chaotic World," by Drs. Deanna & Tim Sellnow.

Staff Senate also sponsored a campus-wide "care-package" donation to the North Dakota Army National Guard troops serving in Iraq. Forty-three packages with 700 lbs of

food, recreational, practical, and personal care items were sent in December, 2003. Shipping costs (totaling \$620) were covered by cash donations.

As NDSU grows and changes, so does Staff Senate. We're engaged in strategic planning for the future and exploring the possibility of creating a statewide NDUS Staff Senate. We continue to offer great programs at our meetings, and Staff Senate is always open to new ideas and suggestions on how we can better serve NDSU.



Congratulations!

CAMPUS KUDOS

HONARARY COACHES



Gail Schmidt has become known as the “go-to gal” in the Office of Registration and Records. She is always smiling and has a great attitude. Gail is often contacted for answers regarding Cooperative Education students. A real asset to the office, Gail always has the answer and if not, she finds out what it is.



Ron Koehler, with Facilities Management, does a lot of work for the Libraries on Thursday when he picks up and delivers large (and oftentimes, heavy) items that we may have. We all appreciate the hard work that he does for us.

Submit Campus Kudos nominations to www.ndsu.nodak.edu/staff_senate/index.shtml

On December 15, 2004, at their home game against U of M Duluth, the Women’s Basketball Team (WBB) honored two NDSU staff members, Linda Schindler and Bill Frazier. This is the second season WBB has honored employees in recognition of their time, effort, and support of the program.

Linda, administrative clerk in the Department of Residence Life, has 16 years at NDSU with the past seven in her current department. She works with all phases of housing including applications, assignments, and record keeping. Linda works closely with athletics and the coaching staff in assigning new recruits to the residence halls.

Bill, assistant director for apartments, has contributed 15 years to NDSU in the Department of Residence Life. He supervises the day-to-day operations of apartment residents on campus. Not only is Bill an avid fan, but he works closely with the athletes that reside in the apartments.

Linda and Bill were honorary coaches for the night and received a plaque signed by the team and coaches. NDSU won that night and now that Bill and Linda have a winning record, they may just retire from coaching.

NATIONAL HONORARY

On December 9, 2004, Tammy Helweg, account technician for the Department of Residence Life, was inducted as an honorary member by the National Residence Hall Honorary (NRHH). NRHH is an honorary leadership organization comprised of the top one percent leaders on campus. Each semester, NRHH inducts new students and selects an honorary staff or faculty member who is identified as someone who exemplifying excellence and service to students. Tammy was honored for her contributions to residence hall leadership organizations and her commitment to NDSU.

SENATE RINGS BELL

This was the first year Staff Senate rang the bell for the Salvation Army. On December 14th, senators and staff volunteers rang the bell outside the Memorial Union. It was a wonderful day to be outside. The campus was full of activity with students cramming for finals and faculty and staff bustling to have those finals ready. Even with all this activity we raised \$469! One hundred percent of all contributions raised from the bell ringing in the F-M area go 100% toward feeding anyone in need.



CONGRATULATIONS to Norma Ackerson for her winning entry in the Staff Senate’s “Name That Newsletter” contest. Pictured with Norma is Heather Heger (right) handing her the \$25 gift certificate.



Your NDSU Staff Senate extends best wishes for a happy, healthy and successful 2005!

Change - Why Me?

A Motivational Workshop for NDSU Staff
Sponsored by the NDSU Staff Senate



Thursday, March 3, 2005
7:30 am - 4:00 pm
FargoDome, 2nd Floor Conference Room

- Registration ~ coffee, tea, and muffins 7:30 a.m. – 8:00 a.m.
- Morning Session: **Change – Why Me?**
Linda Jensen, Director of Training and Development, ND OMB
(This presentation discusses "Who Moved My Cheese?" concepts.)
- Pasta Bar ~ regular and vegetarian selections
- Afternoon Sessions:
 - **Change? Do I Really Need To?**
Brent Parmer, Associate Director of Fitness, NDSU Wellness Center
 - **Burnout or Boredom?**
Teresa Sonsthagen, Veterinary Technologist, NDSU Vet-Tech Department



Registration Form

**Two people from one office may share one registration (one in AM and one in PM) to facilitate office staffing. Call 1-9606.*

Attendee(s)* AM _____ PM _____

Department _____

Campus Address _____

NDSU Phone Number(s) _____

- Enclosed is my personal check for \$20 payable to NDSU Staff Senate. (You will receive a receipt.)
- If your department is willing to pay for your registration, ask the person who processes IDB's in your department to attach your registration form to an IDB. If your department is covering the cost of more than one person, we would prefer to receive all registration forms with one IDB.

Return this form along with your check or IDB to: Paula Larsen, Minard 320.

Registration Deadline: Tuesday, February 22, 2005

Additional copies of this registration form are available on the staff senate webpage: http://www.ndsu.nodak.edu/staff_senate/