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Meeting Agenda***

***September 11, 2023 ~ 2:30 PM CT via Teams***

***The NDUS Staff Senate serves to represent staff employees from the eleven academic institutions and employees throughout the university system. The Senate identifies staff interests and issues; acts as a forum for the discussion of staff-related matters; and facilitates communication on behalf of the campus staff members with the NDUS Chancellor and the State Board of Higher Education.***

1. Call to Order
2. Roll Call **(missed a few names and colleges!)**
   1. Bismarck State College (BSC): Absent
   2. Core Technology Services Office (CTSO): Heather Lentz
   3. Dakota College Bottineau (DCB): April Abrahamson, Carissa Pollman, Michael O’Toole
   4. Dickinson State University (DSU): Johnna Douthit, Laura Fetting
   5. Lake Region State College (LRSC): Absent
   6. Mayville State University (MaSU): Robert Davis, Stacy Buchl
   7. Minot State University (MiSU): Michael Linnell, Karla Bredahl
   8. North Dakota State College of Science (NDSCS): Lisa Braun, Matt Vetter
   9. North Dakota State University (NDSU): Emily Vieweg, Kay Hopkins
   10. University of North Dakota (UND): Anna Kinney, Mike Wozniak
   11. Valley City State University (VCSU): Michelle Hamilton, Kelly Spanier, Gabrille Meyers Biewer
   12. Williston State College (WSC): Absent
   13. HRC Representative (MaSU): Robert Davis
   14. SBHE Representative (MiSU): Michael Linnell
3. Approval of Agenda
   1. Robert (MaSU) Motioned, April (DCB) Seconded
   2. Unanimously approved
4. Approval of Past Minutes: June and July minutes.
   1. June & July
      1. Johnna motion, Lisa seconded.
   2. Unanimously approved
5. Reports
   1. Campus Updates
      1. Please submit!
   2. SBHE Staff Advisor Report – Michael Linnell
      1. Has not met yet.
      2. Envision 2035 update
         1. “Human Capital” workforce (name change incoming)
            1. Few working sessions and a refining session
            2. Due prior to Nov. 1st

Summit in Bismarck

* + - * 1. Met last week, will meet this week. Great interaction.
        2. Livable wages, attrition, recruitable wages, succession planning, work-life balance, and more.
        3. Plan to create main points after this meeting, then refine for Nov. 1 presentation.
        4. Let Mike know if you need any more information.
      1. Other Working Groups
         1. Teacher of the future
         2. Programs of the future

2030 updated process

* + - * 1. Student of the future
        2. Values of the future
  1. HRC Update – Robert Davis
     1. Changes to NDPERS to police officers
     2. Change Employee verbiage (leave implications)
     3. Exit surveys – still using?
     4. Shared leave process – many different processes
        1. Trying to make uniform
     5. Leave of absence policies
        1. Who pays for insurance?
           1. Sometimes it’s the campus, sometimes it’s reimbursed, sometimes employee pays the insurance company.
     6. Lightcat?
        1. Program that allows AI posting of jobs and recruiting

1. Business Agenda
   * 1. Taskforce Updates -
        1. Legislative – Laura Fetting
           1. Interim higher ed committee met August 2nd and 3rd

Laura will update.

* + - 1. Tuition Waiver – Brian Schill
         1. Not present, no longer on State Staff Senate
         2. Should be reassigned?
      2. Artificial Intelligence Effects on Staff – Anna Kinney
         1. No one has reached out.

Can send out message to listserv

* + - * 1. Anna is on the NDUS system-wide forum

Draft policy was shared in the Teams chat.

UND has an FAQ

* + - 1. Guidance on Campus Closures/Remote Working Days –
         1. Mike offered to lead

Will send to the listserv to recruit members

* + 1. Employee morale-open discussion, idea sharing
       1. UND – State Employee Recognition week events, Tubs of Love, Jeans Give Back, etc.
       2. Minot State – above and beyond staff recognition
          1. Send names to Mike Linnell!

1. Open Discussion
   1. Kay Hopkins – posted business hours?
      1. Any listed?
         1. CTS – 8-4:30
         2. Mayville State – 8-4:30
         3. Minot State – 8-4:30
         4. DCB – 7:30-5
         5. VCS – 7:45-4:30
         6. Lake region – 7:45-4:45
2. Future Meetings: October 9, 2023
3. Adjournment at 3:03pm

**Additional Information:**

* NDSSS Website - <https://staffsenate.ndus.edu/>
* Campus Updates Submission - <https://staffsenate.ndus.edu/campus-update-submission-form/>