****North Dakota State Staff Senate Meeting Agenda**

November 13, 2023 @ 2:30pm CT via MS Teams

***The NDUS Staff Senate represents staff 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
   1. Mike Wozniak, Heather Lentz, Jennifer Young, Samantha Wohletz, Johnna Douthit, Carissa Pollman, April Abrahamson, Casey Zehrer, Lisa Braun, Robert Davis, Michael Linnell, Karla Bredahl, Stacy Buchl, Laura Fetting, Michaela Hamilton, Anna Kinney, Matthew Vetter, Brian Schill, Andy Wakeford, kay hopkins, Gabrielle Myers Biewer, Emily Vieweg
2. Roll Call
   1. BSC –
   2. CTSO – Heather Lentz
   3. DCB – April Abrahamson, Carissa Pollman
   4. DSU – Samantha Wohletz, Johnna Douthit, Laura Fetting
   5. LRSC – Casey Zehrer
   6. MaSU – Robert Davis, Stacy Buchl
   7. MiSU – Mike Linnell, Carla
   8. NDSCS – Matt Vetter, Lisa Braun
   9. NDSU – Emily Vieweg, Jennifer Young, Kay Hopkins
   10. UND – Mike Wozniak, Anna Kinney, Brian Schill
   11. VCSU – Michaela Hamilton
   12. HRC Rep – Robert Davis
   13. SBHE Rep – Mike Linnell
3. Approval of Agenda
   1. Motion - Emily, Second – Lisa
      1. Motion passed
4. Approval of Past Minutes: October minutes.
   1. Motion - Stacey, Second – Anna
      1. Motion passed
5. Reports
   1. Campus Updates – Submit to website prior to the December 6th SBHE meeting.
   2. SBHE Staff Advisor Report: Michael Linnell
      1. Met on the 26th
         1. TikTok virtual environment – can be used off the campus networks
         2. Chancellor's report – ND partnering with Montana on an energy hub
         3. Bank breach update – Human error, not much money was lost, failsafes were activated
      2. Envision 2035 Summit on Nov. 1
         1. NDUS Workforce of the Future – group of 15, not just universities represented
            1. Continued to steer away from the livable wage term
            2. “Who are we and who do we serve?”
      3. Sent emails regarding the NDSU and DSU restructuring
         1. Goal is to represent staff, regardless of faculty opinion
         2. Make sure to talk with Mike if you have opinions about this topic
   3. HRC Update: Robert Davis
      1. CTS developing a dashboard for universities to use
      2. Employees that left and are now returning to the NDUS – should they have a new background check upon returning?
      3. Sick Leave Payout – staff leave the NDUS and get a payout for their sick leave, then come back, then leave again, and want another
         1. They are only allowed one payout for sick leave ever
      4. Coach is seen as a staff member
      5. Remote work discussed
      6. Peoplesoft analysis done by summer of 24, potential RFP to follow (3-4 years to finish)
6. Business Agenda
   1. Taskforce Chair Updates –
      1. Legislative: Laura Fetting
         1. No updates
      2. Tuition Waiver: Brian Schill
         1. No new updates
         2. Trying to roll into Envision 2035 process, asked NDUS office, waiting to hear back.
            1. Most likely not action item in the first year
      3. Artificial Intelligence Effects on Staff: Anna Kinney
         1. No update
      4. Guidance on Campus Closures/Remote Working Days: Mike Wozniak
         1. Resolution proposed
            1. Need for campus closure definition
            2. Discussion on remote capability
            3. Discussion on possible reluctance from administration to allow this
   2. Employee morale-open discussion, idea sharing
      1. Mike Wozniak: Fundraising ideas?
         1. Heather Lentz: Hold currently (gift giving)
         2. Mike Linnell: Did have it to supplement scholarships, suspended currently
            1. Envision 2035 mentions professional development/morale, but individual departments have challenges supporting it.
         3. Laura Fetting/Kay Hopkins: Foundation houses funds
         4. Stacy Buchl: Depends on how it’s presented to sponsors
   3. Call for Nominations: Staff Representative to serve on the NDUS Retirement Plan Oversight Committee
7. Open Discussion
8. Future Meetings: December 11, 2023
   1. Motion to adjourn by Robert, Seconded by Emily
      1. Passed
9. Adjournment at 3:34pm CT

**Additional Information:**

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