****North Dakota State Staff Senate Meeting Minutes**

March 11, 2024 @ 2:30pm CT via MS 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 @ 2:30pm CT
2. Roll Call
   1. BSC –
   2. CTSO – Gregory Carlson, Heather Lentz
   3. DCB – Mike O’Toole, Carissa Pollman
   4. DSU – Laura, Samantha, Johnna
   5. LRSC – Casey Zehrer, Andy Wakeford
   6. MaSU – Mindy O’Connor
   7. MiSU – Karla Bredahl,
   8. NDSCS – Lisa Braun, Matt Vetter
   9. NDSU – Jennifer Young
   10. UND – Paula Cox, Anna Kinney, Brian Schill
   11. VCSU – Michaela Hamilton, Gabrielle Myers Biewer, Kelly Spanier
   12. WSC – Carol Campbell
   13. HRC Rep –
   14. SBHE Rep – Michael Linnell (MiSU)
3. Approval of Agenda – Paula Cox/Jen Young – approved.
4. Approval of Past Minutes: February minutes. – Paula Cox/Mike O’Toole – approved.
5. Reports
   1. Campus Updates – Submit to website.
   2. SBHE Staff Advisor Report:
      1. Met on February 28th via Teams.
      2. Discussion on Chancellor’s request for leave.
      3. Getting ready for the upcoming legislative session in 2025 – Capital funding and deferred maintenance; funding formula
      4. Tenure and post-tenure review discussion.
      5. Envision 2035 is moving forward. – Cost of living adjustment topic is being addressed.
   3. HRC Update: no update.
6. Business Agenda
   1. Taskforce Chair Updates –
      1. Legislative: Laura Fetting
         1. No updates at this time.
      2. Tuition Waiver: Now part of Envision 2035 process.
      3. Artificial Intelligence Effects on Staff: Anna Kinney
         1. soliciting information from campuses. Email [anna.kinney@und.edu](mailto:anna.kinney@und.edu) with input.
      4. Guidance on Campus Closures/Remote Working Days: Mike Wozniak – Completed.
   2. Employee morale-open discussion, idea sharing – none.
7. Open Discussion
   1. MiSU – Staff Senate dollars that were raised are not able to be used for prizes or food. CTSO – got permission to open a separate private account and can utilize as they see fit – need to update bylaws. Laura will reach out to NDUS General Council and ask for clarification and for representation at upcoming meeting to discuss
   2. Discussion regarding the raises and how campuses are working on this.
8. Future Meetings: April 8, 2024
9. Adjournment – 3:12pm CT

**Additional Information:**

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