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

April 8, 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
	1. Present: Stacy Buchl, Carol Campbell, Gregory Carlson, Robert Davis, Johnna Douthit, Laura Fetting, Michaela Hamilton, Anna Kinney, Heather Lentz, Michael Linnell, Gabrielle Myers Biewer, Mike O’Toole, Mindy Oconnor, Carissa Pollman, Kelly Spanier, Matthew Vetter, Samantha Wohletz, Mike Wozniak, Jennifer Young, Casey Zehrer
2. Roll Call
	1. BSC –
	2. CTSO – Heather Lentz, Greg Carlson
	3. DCB – Mike O’Toole
	4. DSU – Laura Fettig, Johnna Douthit, Samantha Wohletz
	5. LRSC – Casey Zehrer
	6. MaSU – Stacey Buchl, Mindy Oconnor, Robert Davis
	7. MiSU – Michael Linnell
	8. NDSCS – Matt Vetter
	9. NDSU – Jennifer Young
	10. UND – Mike Wozniak, Paula Cox
	11. VCSU – Kelly Spanier, Gabrielle Myers Biewer, Michaela Hamilton
	12. WSC – Carol Campbell
	13. HRC Rep –
	14. SBHE Rep –
3. Approval of Agenda
	1. Stacey motion, Paula seconded. Unanimously approved.
4. Approval of Past Minutes: March minutes.
	1. Carol motion, Heather seconded. Unanimously approved.
5. Reports
	1. Campus Updates – Submit to website
	2. SBHE Staff Advisor Report:
		1. Envision 2035 draft submitted at end of the month
			1. Human Capital part highly valued
		2. Retirement overview
			1. Hired a company to evaluate (Hub)
			2. Always evaluating our process, not intended to replace TIAA
		3. Chancellors report – include BHAG goals!
			1. Shoot for the moon and see what you can get
	3. HRC Update:
		1. Candidates using AI to write resumes, cover letters, and answer interview questions.
		2. FLSA exempt salary rule proposed change - $1,059/week to qualify for exemption
6. Business Agenda
	1. Taskforce Chair Updates –
		1. Legislative: Laura Fetting
		2. Tuition Waiver: Now part of Envision 2035 process.
		3. Artificial Intelligence Effects on Staff: Anna Kinney
		4. Guidance on Campus Closures/Remote Working Days: Completed.
	2. June Face-to-Face Meeting – scheduled to be hosted by DCB
		1. Tentative June 4th-5th
	3. Staff Senate Fundraised Dollars Discussion
		1. Questions for Laura to follow up on with higher-ups?
			1. Michael L.: Looking into foundation as the go-between. Verify with legal?
			2. Laura: will send a document out with some thoughts.
	4. Employee morale-open discussion, idea sharing
		1. Casey Z.: Working on planning an in-service. Any prior experiences that they can share?
			1. Anna K.: Ask staff what would be helpful; would create list and drive buy-in.
			2. Carol C.: Scavenger hunt, mixed faculty and staff. In the city, so had to drive around. 2 hours, got to know new people.
			3. Anna K.: Staff turnover/burnout still a concern, will pass along materials.
			4. Heather L.: Partnered with The Village.
			5. Jennifer Y.: Also used The Village.
7. Open Discussion
8. Future Meetings: May 13, 2024
9. Adjournment at 3:07pm CT

**Additional Information:**

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

