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

July , 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. Roll Call
	1. BSC –
	2. CTSO –
	3. DCB –
	4. DSU –
	5. LRSC –
	6. MaSU –
	7. MiSU –
	8. NDSCS –
	9. NDSU –
	10. UND –
	11. VCSU –
	12. WSC –
	13. HRC Rep –
	14. SBHE Rep –
3. Approval of Agenda—Motion by Carol, seconded by Gabriella
4. Approval of Past Minutes: June minutes. Motion by Mike O, seconded by Greg
	1. Approved unanimously.
5. Reports
	1. Campus Updates – Submit to website
	2. SBHE Staff Advisor Report:
		1. Michael Linnell absent
	3. HRC Update:
		1. Clarification around NDPERS plans.
		2. Shared leave discussed (donating).
6. Business Agenda
	1. Taskforce Chair Updates – Add Anna to all agenda meetings
		1. Legislative: Laura Fetting
			1. No updates
		2. Staff Recognition:
			1. Emily absent, Heather Halverson mentioned they did not meet yet.
		3. Professional Development: Greg C.
			1. Survey being sent for interest by Emily
			2. Anna: registration system had by UND will be tested and possibly be used by NDUS
			3. Met with chair of CTS Professional Development Committee, interest in future programs
		4. Staff benefits (affairs): Andrea
			1. Has not scheduled anything yet. Waiting on Qualtrics survey to determine members.
			2. Met with NDSU Staff Senate Exec to inform them, President supportive.
	2. Employee morale-open discussion, idea sharing.
		1. Mike W. – State Staff Senate handbooks exist?
			1. Laura: nothing exists that we know of outside of constitution and bylaws.
			2. Anna: concurs that it would be a good idea.
		2. Carol C. – Wednesday barbecue – foundation supplies funds, and departments bring sides.
		3. Laura – DSU hosting personal development conference, full days’ worth of sessions!
		4. Mike O. – DCB Assessment Day changes to professional development day.
			1. Combining faculty and staff
7. Open Discussion
	1. Anna – How do we update bylaws?
		1. Bylaws state that Past President chairs the Bylaws committee.
	2. Anna – Has there ever been an Executive Meeting?
		1. Not at this time.
		2. Mike O. – Possible bylaws change to hold a meeting shortly after elections?
	3. Anna – AI PowerPoint has been shared in General>Misc. Files
	4. Anna – meet in August?
		1. Most would like to meet!
		2. Invitation sent during meeting, all attendees instructed to distribute to their campuses.
8. Future Meetings: August 12 2:30-4:00 CT.
9. Adjournment at 3:07 PM

**Additional Information:**

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