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

August 12, 2024 @ 2:30 pm 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.***

**President:** Anna Kinney

**Vice-president:** Mike O’Toole

1. Call to Order @ 2:30 pm CT
2. Roll Call
	* BSC – none present
	* CTSO – Greg Carlson, Heather Lentz
	* DCB – Carissa Pollman
	* DSU – Johnna Douthit, Laura Fetting, Mackenzie Hicks
	* LRSC – Andy Wakeford, Casey Zehrer
	* MaSU – Mindy O’Connor
	* MiSU – Heather Halverson, Michael Linnell
	* NDSCS – Lisa Braun, Sadie Russenberger
	* NDSU – Andrea Ludwig, Emily Viewig, Jennifer Young
	* UND – Anna Kinney, Natalie Talk, Mike Wozniak
	* VCSU – Michaela Hamilton, Janna Kohler, Gabrielle Myers Biewer
	* WSC – Carol Campbell
	* HRC Rep – Laura Fetting
	* SBHE Rep – Michael Linnell
3. Approval of Agenda – Lisa Braun (NDSCS) 1st; Greg Carlson (CTS) 2nd; Agenda approved
4. Approval of Past Minutes: July minutes – Lisa Braun (NDSCS) 1st; Mike Wozniak (UND) 2nd; July minutes approved
5. Reports
	* Campus Updates – Submit to website
		1. Casey Zehrer (Lake Region) – had staff retreat end of July; was organized like a conference with breakout sessions, followed by team building; did survey at end and really only had one negative response; sessions included record retention, refresher on employee benefits, using Excel and Outlook, etc.; retreat schedule shared on Teams
		2. Jenn Young (NDSU) – will have a Staff Senate float in the NDSU Homecoming parade on September 20th
		3. Mike Wozniak (UND) – in the planning stages for a yard sale to benefit some of the student facing areas of campus
		4. Anna Kinney (UND) – had an all staff meeting in July and did a SWOT analysis – lot of feedback regarding parking, received increase in funding for staff events, document with guided questions shared on Teams
	* SBHE Staff Advisor Report (Michael Linnell)
		1. Met in July for a short meeting although historically do not meet in July and August
		2. Most discussion around Dickinson president; did name an acting president and are in the process of searching for an interim president, Michael thinks choice was a good one; although faculty are the most vocal and have been in the news, staff is greatly impacted, esp. within nursing department
		3. Chancellor announced retirement plan taking 18 months; retiring from Chancellor portion of job to return to teaching cyber security as joint position between UND and NDSU
		4. Did have closed door discussions regarding Dickinson president and chancellor; need to keep some stuff private to ensure people feel comfortable putting their name in the hat and don’t negatively impact their career
		5. As moving into the Legislative session
			1. There are rules governing political activities but make sure you are contacting your Senators and Representatives
			2. Need to be positive and share success stories with Senators and Representatives
			3. Lot of turnover so will be an interesting year; new governor; new President
			4. SBHE did not turn in the budget with the governor’s suggested 3% reduction, held strong on maintaining budget, making sure Legislature knows where we stand salary wise compared to others
			5. Did a review of the funding formula; report will be forthcoming; didn’t make major changes to formula although a few percentages did change
			6. NDPERS – will be a big issue; transferring people, less & less money to pay retirees (not just NDUS but all state employees), push legislators that it’s an issue & they need to find the money to pay for it
			7. TIAA-CREF – in review process to make sure it’s as efficient as possible
		6. Dental program initiative at BSC – did approve but brought up an interesting discussion regarding concern with oversight and overview of how putting programs in and duplication of programs. Do need to consider what’s good for the system as a whole and not just individual campuses.
		7. Tenure – report fairly close to being finalized; recommendations on how tenure should be applied going forward; not eliminating tenure but might be limited on some campuses
		8. Positive: The Chancellor in the last full meeting of SBHE did commend Michael for looking out for the average worker
			1. Michael wants to make sure that people are comfortable reaching out to him with issues; if he doesn’t know the answer, he’ll find it for you
			2. Continue to let Michael know the good stuff happening on campuses as well
	* HRC Update (Laura Fetting)
		1. Will meet in September so no report for now.
6. Business Agenda
	* Taskforce Chair Updates
		1. Legislative (Laura Fetting) – no report yet
		2. Staff Recognition (Emily Viewig)
			1. Hasn’t officially met yet
			2. Michael Linnell (SBHE rep) – make sure this committee thinks about what it can push up the chain to SBHE since NDSSS doesn’t have funding
		3. Professional Development (Greg Carlson)
			1. Waiting on list to schedule meeting
		4. Staff benefits/affairs (Andrea Ludwig)
			1. Waiting on list to schedule meeting
	* Employee morale-open discussion, idea sharing.
		1. Laura Fetting (DSU) – just trying to get through the transition and the start of the school year; will have to wait for the dust to settle to see what they need
		2. Emily Viewig (NDSU) – pretty hectic at NDSU, especially at downtown campus; can’t access one of their buildings due to construction in the parking lot; Jenn Young (NDSU) added that construction woes at Peltier and the Engineering Complex are also adding to frustrations with start of new semester (incomplete issues at Peltier, Engineering Complex construction has eliminated ~2/3 of one of our pay lots)
		3. Anna Kinney (UND) – said UND President has a theme each year and is pushing the theme of grace and patience this year.
7. Open Discussion
	* Emily Viewig (NDSU) – have heard a lot of distrust about talking to State Staff Senators because don’t think it will change anything; Anna Kinney (UND) need to ask for space for staff issues rather than having to chip away to get staff issues brought up
8. Future Meetings (2:30 – 4:00 pm CT)
	* September 9, 2024
	* October 14, 2024
	* November 11, 2024 – reschedule/cancel? Falls on Veterans Day
	* December 9, 2024
	* January 13, 2025
	* February 10, 2025
	* March 10, 2025
	* April 14, 2025
	* May 12, 2025
9. Adjourn at 3:27 pm.

**Additional Information:**

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