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

September 9, 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—Meeting began at 2:30pm

Present: Anna Kinney, Lisa Braun, Karla Bredahl, Stacy Buchl, Joseph Camisa, Carol Campbell, Gregory Carlson, Johnna Douthit, Laura Fettig, Heather Halverson, Michaela Hamilton, Mackenzie Hicks, Janna Kohler, Misty Lindgren, Michael Linnell, Andrea Ludwig, Mike O’Toole, Mindy Oconner, Sadie Russenberger, Jessie Savre, Alissa Sherven, Kelly Spanier, Emily Vieweg, Andy Wakeford, Casey Zehrer

1. Roll Call
   1. BSC – present
   2. CTSO – present
   3. DCB – present
   4. DSU – present
   5. LRSC – not present
   6. MaSU – present
   7. MiSU – present
   8. NDSCS – present
   9. NDSU – present
   10. UND – present
   11. VCSU – present
   12. WSC – present
   13. HRC Rep – present
   14. SBHE Rep – present
2. Approval of Agenda— Motion to approve by Carol, seconded by Lisa; motion carried, agenda approved
3. Approval of Past Minutes: August minutes.—motion to approve by Stacey, seconded by Lisa; motion carried, minutes approved
4. Reports
   1. Campus Updates – Submit to website
      1. NDSCS-second block party move-in weekend; welcomed students, 70 vendors, great turn out!
      2. NDSU—Float in Homecoming parade, lots of interest
      3. BSC—up and running with senate year, yearly communications training (100-120 people part of this training!) smaller senate (turnover)
      4. DCB—grand opening for downtown building; Old Main building should be operational by October for sure, Trinity Minot—new facility
      5. Minot—Kick-off, biggest event of the year; professional development working on guide for different departments (“wish you knew about out department” to help connect folks from around campus and give them a kick overview of resource), “Futurepalooza” career fair; official opening of Harnett Hall
      6. Williston—met as staff senate and discussed committees, have senators on each committee, good engagement!; TrainND urban drone park grand opening
   2. SBHE Staff Advisor Report: No SBHE meeting in August. Reminder to please provide campus updates to the website (SB reps look at these) and to include newsletters, etc. if you have them.
   3. HRC Update: met September 3: Discussed deprovisioning of accounts that aren’t used (students over 18 months and employees who are termed). These could cause risks, so they need to be de-provisioned, and licensing costs for things like Microsoft

Another discussion regarding trainings for NDUS system (purchasing, fraud, etc) and when those are deployed, is there a better time during the year when those can be deployed.

1. Business Agenda
   1. Taskforce Chair Updates –
      1. Legislative: Laura Fetting – No updates
      2. Staff Recognition: Emily Vieweg --Meeting coming soon
      3. Professional Development: Gregory Carlson –meetings every other week
      4. Staff benefits: Andrea Ludwig --first meeting Friday
   2. Employee morale-open discussion, idea sharing.
2. Open Discussion
3. Future Meetings: October 14, 2:30-4:00 CT.
4. Adjournment: Motion to adjourn by Emily, seconded by Lisa; Meeting adjourned at 3:22

**Additional Information:**

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