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

November 18, 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 at 2:30 pm by Mike O’Toole
2. Roll Call
   1. BSC – Jessie Savre
   2. CTSO – Gregory Carlson, Heather Lentz
   3. DCB – Misty Lindgren, Mike O’Toole, Carissa Pollman
   4. DSU – Johnna Douthit, Laura Fetting
   5. LRSC – Meghan Dimmler
   6. MaSU – Stacy Buchl
   7. MiSU – Heather Halverson
   8. NDSCS – Lisa Braun, Sadie Russenberger, Alissa Sherven
   9. NDSU – Emily Viewig, Jennifer Young
   10. UND – Mike Wozniak
   11. VCSU – Janna Kohler, Gabrielle Myers Biewer
   12. WSC – Carol Campbell
   13. HRC Rep – Laura Fetting
   14. SBHE Rep – Michael Linnell
3. Approval of Agenda
   1. Motion by Carol Campbell; second by Lisa Braun. Motion approved.
4. Approval of Past Minutes: [Meeting Minutes NDSSS - October 2024 .docx](https://ndusbpos.sharepoint.com/:w:/s/NDUSNDStateStaffSenate/Eaug6-eX1V1FgKoG610ByAMBBqpiTT4kkKXOXjZl0XNv-A?e=t5BgxF)
   1. Motion by Lisa Braun; second by Stacy Buchl. Motion approved.
5. Reports
   1. Campus Updates – Submit to website
      1. NDSU Academic Fair – about 150 attendees, about 35 booths
      2. Jessie Savre - Staff senate donut morning; have a Winter Wellness Event coming up co-sponsored with Wellness Committee; Feed the Need Taco run – supports campus food pantry
      3. Heather Halverson – Professional development on Supervising Student Employees.
      4. Reminder from Mike to submit to website. Submitting to website also allows Michael Linnell to report back activities to SBHE.
   2. SBHE Staff Advisor Report:
      1. A lot of wait & see how the election turned out, particularly Measure 4 and the budgetary impacts that might have had.
      2. Post-tenure review – document reaching its final stages
         1. Campuses will now be implementing and updating their policies from that document
         2. Still some work to do in the next couple of meetings to finalize some things
         3. Not revolutionizing with sweeping changes but it fulfills its missions that we make sure people are held accountable while giving faculty academic freedom in teaching and research
         4. Doesn’t keep Legislature from having another bill like last time because no contract was written up but done in good faith. Hopefully satisfied those that wanted to see some changes.
         5. Get to keep a group to self-regulate and self-govern rather than having the Legislature changing things every couple of years but will have to see as the final document comes out and campuses implement it.
      3. Will be committee formed to select the new Chancellor
         1. Chancellor will be done in January 2026
         2. Voted to hire a consultant
         3. Use that same process to evaluate the governance of the Board and supporting the Chancellor and campuses
      4. Research and Governance Committee
         1. Research monies have risen both at NDSU and UND
            1. NDSU from 175 to 195 million
            2. UND from 147 to 182 million
            3. Michael believes that’s for the biennium
         2. Also been strides at the other 9 to increase research dollars as well. Multi-state agency working on that; also public and private partnerships to help with that.
      5. Refocus to the Legislative session now that the election and Measure 4 are behind us
         1. Budget has kind of two versions
            1. One: kind of needs-based version
            2. Governor asked for a budget for a 3% decrease – have done that but not using that as our main going forward budget
            3. New governor will impact how we go forward
            4. One big push from Chancellor that he’s trying to get the board to work harder on is to have our compensation package to have an inflationary increase thought process. Past raises have not kept up with inflation – won’t be keeping up with inflation. But use that rhetoric that increases in pay haven’t kept pace with inflation especially the historic inflation of the past several years. Was included in the Envision 2035 process. Will just have to wait and see how it fits into the new governor’s budget.
      6. Next meeting: first week of December
      7. Survey regarding Total Rewards Compensation Package
         1. Staff can have a little bit of a voice by filling out the survey
         2. Had talked about doing it last biennium but the governor decided to do one so didn’t want to duplicate it
         3. Really push to your campuses to see if there are trends
      8. A lot of wait and see impact of new governor.
   3. HRC Update:
      1. Met 2 weeks ago
      2. Short presentation from HUB International – general info & available webinars
      3. Also mentioned the total rewards survery
         1. They decided the Chancellor would send out the initial email and the individual HRs would send out the links.
         2. Location added to the survey this time so they can see differences between campuses as well as state-wide results
      4. Meet again in December
6. Business Agenda
   1. Taskforce Chair Updates
      1. Legislative: Laura Fetting
         1. No update
      2. Staff Recognition: Emily Vieweg
         1. No report; Emily has been very busy
         2. Will make a priority next semester
      3. Professional Development: Gregory Carlson
         1. Met once or twice since last meeting
         2. Won’t meet again until 1st part of December
         3. Right now in gathering information stage: level of interest, formats, etc.
         4. Creating list of potential speakers
      4. Staff Affairs: Andrea Ludwig
         1. No report
   2. Employee morale-open discussion, idea sharing.
      1. Emily Vieweg: NDSU just closed the Gallup poll regarding employee satisfaction; heads/chairs will get results 11/25; create action items to improve morale
      2. Mike O’Toole – DCB’s HR started a gratitude initiative where they send out emails reminding you to be grateful & to think about the positive side of things
7. Open Discussion
8. Future Meetings: December 9, 2:30-4:00 CT.
9. Adjournment
   1. Motion by Emily Vieweg; second by Heather Lentz. Meeting adjourned at 3:11 pm.

**Additional Information:**

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