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

December 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 – called to order at 2:30 pm by Anna Kinney.
2. Roll Call
   1. BSC – Joseph Camisa
   2. CTSO – Greg Carlson, Heather Lentz
   3. DCB – Misty Lindgren, Mike O’Toole, Carissa Pollman
   4. DSU – Johnna Douthit, Laura Fetting, Mackenzie Hicks
   5. LRSC – Meghan Dimmler
   6. MaSU – Stacy Buchl, Mindy Oconnor
   7. MiSU – Heather Halverson
   8. NDSCS – Lisa Braun, Sadie Russenberger, Alissa Sherven
   9. NDSU – ‘Jenn Young
   10. UND – Anna Kinney, Brandon Wallace
   11. VCSU – Erin Edinger, Janna Kohler
   12. WSC – Carol Campbell
   13. HRC Rep – Laura Fetting
   14. SBHE Rep – Michael Linnell
3. Approval of Agenda: Motion by Greg Carlson; Second by Carol Campbell; Motion approved
4. Approval of November Meeting Minutes: [Meeting Minutes NDSSS - November 2024.docx](https://ndusbpos.sharepoint.com/:w:/s/NDUSNDStateStaffSenate/EeH-qTSznTBCiv8Rp-roERQBf5tIaTAoetVjWGuH31hpDw?e=JE7xqf): Motion by Greg Carlson; Second by Laura Fetting; Motion approved
5. Reports
   1. Campus Updates – Submit to website
      1. Janna Kohler – part of holiday lights parade in valley city, did a pumpkin activity, looking at bylaws, faculty senate has requested a representative from staff senate at their meeting and a faculty at staff senate, has a student representative that hasn’t made it
         1. Asked about representation from Faculty and Student government at other campuses
            1. Minot said yes
            2. NDSCS invited Faculty Senate President but they don’t often attend
            3. NDSU has all the presidents attend all the meetings. Some presidents are better about attending meetings than others.
            4. Michael said might be better to have someone besides the president as they already committed to a lot of meetings – 2 representatives to trade off for Faculty and 2 for Student
            5. Carol Campbell – Agree with Michael, also can lend a staff perspective to something they are discussing
            6. UND – University Senate – Has staff, faculty, and student representatives; Also attend senate executive committee – where a lot of shared governance occurs
         2. Heather – Minot State – leadership guy Jim talk to them about supervising students; had CPR training; have a door decorating contest coming up
         3. Carol – WSC – have an all-staff meeting twice a year maybe when students aren’t there – what topics they might want to have discussed, what types of trainings? Going through policy updates and updating employee handbook – combine all employees and have different sections for faculty and staff
         4. Laura – Dickinson – recently had holiday party for employees – prior to COVID was staff and faculty, since COVID only staff on planning committee, partner with Foundation to offer door prizes, etc., had good feed back and some comments about what should do next year and what should change
         5. Megan – LRSC – have party next week open to staff and faculty – last year it was more mandatory but don’t know the vibe this year; door decorating and tree decorating contest on facebook today
         6. Anna – UND – doing a 50/50 raffle (internally & externally) – sell 600 tickets through the month of November and pull a winner each day in December, the money goes to support professional development for staff (Anna shared link to page: [Staff Senate | University of North Dakota](https://campus.und.edu/staff-senate/index.html); [Events | Staff Senate | University of North Dakota](https://campus.und.edu/staff-senate/annual-events.html)); collection for Project Dignity for people who are trying to get back on their feet after violent/sexual assault
   2. SBHE Staff Advisor Report:
      1. Met last week as State Board
         1. 2 fairly long executive sessions – allows to meet behind closed doors off public record
            1. One on compensation – been pushed off to next month mostly

Discussed executive compensation – especially considering the number of presidents that have quit or been poached; ways to support presidents but need checks and balances so that the person with the most money doesn’t control the president but no reason private dollars can’t compensate the president.

* + - * 1. Some about the Legislative session – had a budget presentation and state of the state speech but getting ready to switch over governor and governor’s cabinet

Don’t foresee major differences between Armstrong and Burgum but there will be differences so we’ll have to wait and see what’s going to happen over the next 30 days

Money for Challenge grants

Buildings – see where that goes, there is money there

4 & 3 % for pay raises

Budget was middle line – no major cuts but no big increases

* + - * 1. Retirement – Darling - President @ LRSC
        2. DSU Presidential search is underway – had some listening sessions
        3. Dual credit – request by NDSU – passed first reading but not cut and dry

Jenn gave comments from NDSU POV – Century Code allows all 11 campuses to offer Dual Credit but UND and NDSU have been cut out over the years; UND has their aviation program; NDSU doesn’t have anything including Ag classes as the Land Grant Agricultural college; Presidents from NDSU, Valley City, and NDSCS have come to an agreement to be reviewed annually that would allow NDSU to offer Dual Credit to students in Cass County that they can’t get through Valley City and NDSCS

Let Michael know any opinions on

* + - * 1. tenure special meeting is tomorrow late morning/early afternoon – let Michael know any opinions even though doesn’t directly impact staff
        2. Anna asked about the 90 credit hour bachelors and if that has been discussed – Michael said it hasn’t reached the full board but could still be in committee
  1. HRC Update:
     1. Dec. 3rd meeting – was unable to go and just got the minutes so will go through and post highlights to Teams

1. Business Agenda
   1. Taskforce Chair Updates –
      1. Legislative: Laura Fetting
         1. Nothing yet.
      2. Staff Recognition
         1. Michael wants that group to come up with a couple of recommendations to bring to the Chancellor before Michael’s end-of-term so that the Chancellor can get it passed before he leaves so that he can put his stamp of approval on it before he leaves – get a Chancellor’s Award that we help pick but he can set how often and if/how much monetary reward
            1. Anna asked about a timeline for that – draft by April? – Michael said that would work and then work on filling in the details
            2. Retreat is ~May 26-27 – would be nice to have to him before that for him to present at that retreat or to present him with it at the retreat as something to work on in the next few months
            3. Have a fairly pro-staff chancellor in place and Michael has a good working relationship with him so might be easy to push right now.
      3. Professional Development
         1. Have met on 12/2, meeting next Monday
         2. Still in the process of gaining a sense of interest of topics and formats from campuses
         3. Discussion last meeting – role of campuses different – i.e. UND and NDSU leverage resources and other campuses taking advantage of those resources
      4. Staff Affairs
         1. Andrea not present
         2. Sadie attempted to meet last week but it got cancelled; a lot of topics were part of the survey from NDUS for benefits.
   2. Employee morale-open discussion, idea sharing.
      1. Michael – do we have to formally request a copy of the NDUS survey results?
         1. Jenn – we got an update that the survey would be used primarily for legislative purposes; someone asked if we could see results and Mark said that he would check into it
         2. Michael said he would send an email to people at NDUS to see if Staff Senate can get a copy
      2. Anna – UND President is focused on mental health – wondering if there is any focus on staff and faculty on campuses? Lots of focus on students but what about staff and faculty.
         1. NDSU – Brain breaks – monthly hourly breaks to just relax
         2. Anna shared link of things they do at UND: [Mental Health First Aid](https://www.mentalhealthfirstaid.org/)
2. Open Discussion
3. Future Meetings: January 13, 2025, 2:30-4:00 CT.
4. Adjournment: Motion to adjourn by Greg Carlson; Second by Laura Fetting; Adjourned at 3:42 pm.

**Additional Information:**

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