

North Dakota State Staff Senate Meeting Minutes

August 11, 2025 @ 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) Called to Order at 2:30 pm.
- 2) Roll Call
 - a) BSC – Jessie Bessert
 - b) CTSO – Greg Carlson, Joshua DeNio
 - c) DCB – Jennifer Cote, Misty Lindgren, Mike O’Toole
 - d) DSU – Laura Fetting, Ashley Tillman
 - e) LRSC –
 - f) MaSU – Shannon Hofer
 - g) MiSU – Heather Halverson
 - h) NDSCS – Amy Carson, Maggie Jordahl
 - i) NDSU – Corey Landowski, Andrea Ludwig, Jenn Young
 - j) UND – Anna Kinney, Mariah Pingleton
 - k) VCSU – Janna Kohler, Jacob Olson
 - l) WSC – Carol Campbell
 - m) HRC Rep (Mindy Oconnor) – Not present
 - n) SBHE Rep (Anna Kinney) – Present
- 3) Approval of Agenda
 - a) Misty Lindgren (DCB) moved to approve; 2nd by Anna Kinney (UND); agenda approved.
- 4) Approval of [July Meeting Minutes](#)
 - a) Greg Carlson (CTSO) moved to approve; 2nd by Andrea Ludwig (NDSU); minutes approved.
- 5) Reports
 - a) Campus Updates – Submit to website
 - i) Andrea Ludwig (NDSU) – 3 applicants for the interim VP for RCA interviewing this week – one on Tuesday and two on Wednesday; position possibly for one year but are moving quickly with getting someone in place.
 - ii) Heather Halverson (MiSU) – Employee picnic next week on the 20th at Radio City Park – welcome back party for employees.
 - iii) Jessie Bessert (BSC) – July annual employee appreciation event; just had retreat for staff senate to do elections and do some strategic planning; met with president to see what his expectations for staff senate – focus on excellence on communication, meets with president at least once a month; will be working on by-laws this year

- iv) Mike O'Toole (DCB) – really nice to have that communication with upper leadership – not sure what will happen with current interim Campus Dean but previously had administration meetings with leadership from Faculty, Staff, and Student Senates. Everyone is swamped and busy at this time of year. Volleyball is already there, baseball comes in next week. Student services is busy, IT is busy with a few Teams rooms.
- v) Janna Kohler (VCSU) – Welcome week next week; family picnic is next week; campus engagement hosted an event almost every week this summer; finishing up parade float information; education building is open just in time for students
- vi) Anna Kinney (UND) – next week State of the University will recap key points from the past year and then the president will share the goals for the next year – will be streamed and is open to the public; a couple of town halls coming up – one more for employees and one more for students and parents/families; kicking off AI Forum again this week – 2nd Tuesday of every month on Zoom, 1st one is a philosophy professor
- vii) Shannon Hofer (MaSU) – preservices week next week; State of University typically held on Wednesday; football and volleyball are currently back; last week storm came through and football team helped with clean up; Old Main project is continuing

b) SBHE Staff Advisor Report (Anna Kinney):

- i) Have not met, July meeting cancelled. Meeting this week.
- ii) Website provided if you want to keep track of what's going on. [North Dakota University System | Agendas, Minutes & Videos](#)
- iii) Time of transition due to interim Chancellor.
- iv) COO position – new – Meredith Larson – part of reorganization of SBHE
- v) CIO position – Cory Quirk will be taking on that roll as current CIO retires

c) HRC Update (Mindy Oconnor):

6) Business Agenda

a) Taskforce Chair Updates –

- i) Legislative Taskforce / Bylaws (Anna Kinney) –
 - (1) Have a team – thanks to everyone who has reached out
 - (2) Will be putting together a Doodle poll
- ii) Staff Recognition (Heather Halvorson) –
 - (1) Have had 2 reach (Jennifer Cote and Mariah) so definitely need some more people
- iii) Professional Development (Greg Carlson) –
 - (1) Have had 2 reach out so still need some more
- iv) Staff Affairs (Carol Campbell) –
 - (1) One previously but no one recently
 - (2) Carol has done some research from around the country on what other university systems do for tuition reimbursement – kicking off point for this committee – no need to reinvent the wheel if other systems already have something good in place

- v) Carol – suggest send out another blurb; Mike suggested each chair to send out an email to the listserv asking for people to join; reminder that they don't have to be part of State Staff Senate to be a member of one of the committees
- vi) Executive Committee (Mike O'Toole) –
 - (1) Has not had a need to meet yet.
- b) Employee morale-open discussion, idea sharing.
 - i) Janna Kohler – sounds like several do a Staff Senate retreat to start off the year – what does it
 - (1) DCB – Inservice – not really a retreat – small trainings as part of it, especially yearly required trainings, Campus Dean will provide updates, Associate Deans will also provide updates – Done Tuesday-Thursday; Monday is a new staff and faculty orientation day
 - (2) BSC – all new officers attend – pay for a pizza lunch – go over expectations, what their role is and who they represent; go over everything in Teams and Robert Rules of Order; separate into different committees; what are the strategic goals for the college and how can incorporate into their goals; president came and talked; scheduled for 4 hours but only used 3; sort of informal; good way to get to know new people; janitorial and food service have not historically been represented and have a member from each this year
 - (3) UND – does a summer gathering – part of regular staff senate meeting and dedicate part of the meeting to team building and have snacks – last year did a SWOT analysis targeting staff; this year UND trivia – hard to schedule for so many people.
- 7) Open Discussion
- 8) Future Meetings: September 8, 2:30-4:00 CT.
- 9) Adjournment at 3:06 pm.

Additional Information:

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

UND SWOT Conversation that Anna Kinney dropped into Teams:

**SWOT(W) Conversation for Staff Senate
July 10, 2024**

Strengths:

1. Which of our achievements from the past year can we build upon?
2. What do we do better than anyone else?
3. Based on our strengths, what specific initiatives can we start this academic year?

Weaknesses:

1. What necessary resources are we currently lacking?
2. In what areas have we received criticism or negative feedback? How can we address these?

Opportunities:

1. What trends or changes in higher education can we take advantage of?
2. Are there upcoming events or milestones we can align with?
3. How can we enhance our visibility and engagement in the community?

Threats/Worries:

1. What worries do you have about the upcoming year?
2. What concerns do we have for our students for the upcoming year? How can we better support our students with this in mind?
3. What financial, political, or organizational pressures could impact staff campus wide or in your specific areas?