1. Call to Order
2. Announcements
3. **Guest Speakers:** Jed Shivers, Vice President for Finance and Operations | Informal summary of legislative process
4. **Introductions, lightning round:** Introduce with first name, last name, and New Year Resolution/Winter Activity/Music/Fruit or Vegetable
5. **Approve minutes from December 9, 2020 Staff Senate Meeting**
6. **Officer Reports**
   a. Vice President: **Brian Schill**
   b. Historian: **Dan Boese**
   a. Membership: **Melissa Casanova (Paula Cox temporary)**
   b. Secretary: **Paula Cox**
   c. Treasurer: **Devona Janousek**
   d. Member at Large: **Chris Dingle, Cindy Murphy, Peggy Schulz**
7. **Committee Reports**
   a. Community Relations: **Kari Holter & June Novacek** | Tubs of Love
   b. (Past President) and Constitution, Bylaws, & Elections: **Tyler Clauson** | Elections
   c. Engagement: **Emily Dougherty & Paula Cox**
   d. Legislative: **Kyle Markwardt & Brian Schill**
   e. Public Relations: **Brenda Haugen & Christina Mead**
   f. Staff & Professional Development: **Zauna Synnott**
   g. Staff Recognition: **Andria Spaeth**
8. **University Committee Reports** – as needed
   a. University Senate Budget Update: **Debra Beiswenger & Dawn Seaver** | No report
   b. University Senate Conflict of Interest Committee: **Christina Mead & Laura Vatnsdal**
9. **Staff Senate President Report**
   a. Faculty/Staff Town Hall: January 14 from 12pm-1pm – invite was sent out to Senators
   b. Provost Search Update
      i. Staff Forums are listed – invites were sent out to Senators. Don’t forget to submit survey.
   c. NDUS Smart Restart Task Force Meeting
   d. Pandemic Briefing Meeting
   e. ND State Staff Senate | Website is live and campus updates can now be found there
   f. University Senate: Did not meet in January
   g. Suggestion box – 2 new items posted on our [webpage](#)
      i. Student Fees
      ii. Tree Removal
      iii. Staff Senate Minutes
   h. Staff Senate Executive Committee Elections
      i. March Meeting: VP/President Elect nominations will be accepted, with a written document sent to the Senate one week prior to the April meeting
      ii. April Meeting: Elections for Secretary, Treasurer, Membership Officer, and Historian. If applicable, elections for any open chair positions not filled.
iii. May Meeting: Elections for 3 Members-at-Large
i. Staff Senator of the Year – Announced at April Meeting

10. Business Items

11. Matters Arising/Open Discussion
12. Adjourn - Option to stay on for informal questions/social

Next Staff Senate Meeting: February 10, 2021 | 3:00-4:30 PM | Zoom