



Staff Senate Agenda
March 14, 2018
Memorial Union River Valley Room
1:00 pm – 2:30 pm

1. PHOTOS
2. Call to Order
3. Announcements/Question Period
4. Approval of February 14, 2018 Staff Senate Minutes
5. Officer Reports - as needed
6. Staff Senate Committee Reports - as needed
7. University Committee Reports - as needed
 - a. Dawn Seaver & Deb Beiswenger selected for Senate Budget Committee
8. Suggestion Box
 - a. Can we work on getting an absolute on lunch breaks? It is frustrating to me to have the two 15 minutes as optional instead of mandatory. Some people are taking 1 hour breaks, some people are taking the half hour with both 15 minutes and some people only take the half hour because the optional 15 can't be an option with the amount of work that needs to get done. I am frustrated to be in a position where I feel like a slacker to take my two optional 15 minute breaks knowing that the majority of campus is getting 2.5 hours of additional breaks a week than I am (and I know I am not the only one who does not take the fifteens).
 - i. **Response:** Normal business hours are Monday through Friday 8:00 AM – 4:30 PM. Since the university is a 24-hour operation, there may be variations in shifts. Employees may be allowed a rest period of fifteen minutes each half day. Employees who work more than four hours in one day are allowed a minimum of thirty minutes (unpaid) for one meal.
9. Stop and Stretch
10. Business Items
 - a. Constitution, Bylaws & Elections Committee
 - i. VP Nominations
 - b. Staff Recognition
 - i. Staff Senator of the Year elections on Qualtrics
 - ii. Spring Fling sign up
 - c. Letter back to State Staff Senate
 - i. Greetings State Staff Senators,
UND's Staff Senate Executive Committee and full Staff Senate have had a chance to review the letter you have proposed sending to the SBHE. We did not have a lot of time to discuss the letter at either meeting but there was a lot more discussion at our Executive Committee meeting Wednesday. The letter was met with a fair amount of resistance and hesitation and nearly everyone on our Executive Committee agreed that if this letter is going to be sent, that it should not be on behalf of individual campuses and that it should be sent from who it was drafted by, The NDSSS Executive Committee.
I have been in communication with staff senators from another campus who mentioned the same issues with the letter that came up at our SS Exec meeting. Some commented that we are asking for too much in this letter; others comments were in relation to the wording of the letter. Folks seemed to be in agreement that even if we would all love to see the things presented here, they didn't feel right asking for all of them given our current financial climate. Our campus would rather see Staff Senate members work within our own Administrations to advocate for staff how they see fit.
We are planning to meet with President Kennedy to talk about some of these issues.
 - d. Staff Senate Mission, Vision, Values underway
11. Matters Arising/Open Discussion
12. Adjourn

Next Staff Senate Meeting
April 11, 2018
Meeting: 1:00 PM to 2:30 PM
Memorial Union River Valley Room

**Staff Senate Committee Report
March 14, 2018**

Staff Senate Committee Reports

- a. **Constitution, Bylaws and Elections**, Pam Shea– Constitution, Bylaws, and Elections – Committee has not met. Election season has begun. Staff has been notified that we are currently seeking nominations from March 1 thru 15. Pam will then create a ballot, and we will have elections for the 2018-2019 Staff Senate.
- b. **Community Relations** –Patricia Reed-The Senior Center is asking again for volunteers to ride along with Meals on Wheels to experience how important the program is for older adults. I plan on giving Staff Senate first chance and then will send it out to all staff this year on Monday. They are going to be offering another Community Champion week from March 19-23. Is there anyone on Staff Senate who would be interested in participating? This is a great opportunity to see how this program is so vital to the senior community. One of our charities for Denim Spirit Day is the Senior Center. The time commitment would be from 10:30am-12:00 noon one day during that week.
- c. **Fundraising**-Chris Choate
- d. **Legislative**-Courtney Souvannasacd
- e. **Public Relations**-Lesli Risky
- f. **Staff Development**-Barry Brode
- g. **Staff Recognition**-Chris Dingle-

Other University Committee Representation Reports

- a. **Budget, Restructuring, & Reallocation Committee**, Barry Brode & Sarah Abentroth -
- b. **Building/Facilities Access Committee** - Vacant
- c. **Conflict of Interest/Scientific Misconduct Committee** - Vacant
- d. **Master Planning Committee** – Janice Hoffarth
- e. **MIRA Space Management Committee**-Jana Thompson

Parking and Transportation Advisory Committee-Pam Shea and Tammy Hendrickson- The rate structure for the tiered parking will be available in the next few weeks after feedback from administration is considered. Mike Pieper has offered to attend an upcoming Staff Senate meeting to discuss in more detail, if needed. He also welcomes comments/feedback and requested that everything be compiled and forwarded to his assistant, Rhonda Saxberg at Rhonda.saxberg@und.edu

- f. **President's Cabinet**-Tyler Clauson –
- g. **Sexual Violence Prevention and Response Committee**-Lesli Risky and Courtney Souvannasacd
- h. **University Bookstore Advisory Committee**-Patricia Reed
- i. **University Senate**- Tyler Clauson, Lisa Earls, Patricia Reed -
- j. **University Senate Exec**-Tyler Clauson –
- k. **University Senate Legislative Affairs Committee**-Courtney Souvannasacd

Other State Committees:

North Dakota State Staff Senate –Tyler Clauson, Lisa Earls, and Pam Shea –