



Staff Senate Minutes
April 8, 2020
Via Zoom
3-4:30 pm

Members Present: Dan Boese, Jessica Cadreau, Melissa Cassanova, Tyler Clauson, Paula Cox, Chris Dingle, Samantha Eastman, Jordan Eberhardt, Carissa Green, Brenda Haugen, Devona Janousek, Kristin Ellwanger, Jade Gourneau, Kari Holter, Jamey Holweger, Brian Larson, Jennifer Lunde, Whitney Maine (President), Kyle Markwardt, Christina Mead, Tina Monette, June Novacek, Tyler O'Hara, Brian Schill, Jill Schroeder, Jayson Sharp, Andria Spaeth, Zauna Synnott, Michael Ullrich, Laura Vatsndal, Megan Wasylow (Vice President/President Elect)

Members Absent: Monica Evavold, Jennifer Lynch-Hurst, Melissa Mager, Tonya Parton, Peggy Schulz, Carla Spokely,

Ex-Officio Present: Peggy Varberg

Guests: Jay Smith, Tim Burrows, Debbie Storrs, Angie Novak, and Kristi Bruggeman

1. **Call to Order** – Maine called the meeting to order at 3:07 pm, quorum was met.
2. **Announcements:** No announcements, but Peggy Varberg wanted to know if anyone had any questions for the Human Resources department, if you did not want to say them over Zoom, you can contact her office and ask them privately. She also wanted to remind us that they are there for us.
3. **Approve minutes from March 11, 2020 Staff Senate meeting:** Chris Dingle made a motion to approve, Megan Wasylow 2nd the motion, there was no discussion, vote was passed by majority.
4. **Officer and Committee Reports:**
 - a. Treasurer Update – Funds will be carried over into next fiscal year, except appropriated fund 31405-3250.
 - b. Historian Update – Dan to change the picture on the website. Needs an updated list of senators. Staff Senator application on website – Melissa to get the members list out. April Elections – Members-at-Large, no new nominations.
 - c. Engagement – Staff Takeovers on hiatus. Send Laura or Melissa any suggestions or ideas you may have for online activities for staff.
 - d. Staff Recognition – Spring Fling Luncheon cancelled. The March UShine winner was recognized via Zoom. We need some nominations for April. April will be the last one for the year and then will vote for the UShine of the Year. Andria asked if Chris Mead would send out a reminder to nominate.
 - e. Community Relations – April 3 Special Denim Spirit Day for the Angel Fund. Kari mentioned they are still taking donations for this through April 15th and to send

your money into Jade Gourneau. They also encourage staff to sign up for payroll deduction.

- f. Staff & Professional Development – Speakers postponed until we receive approval. Everything is on hold for now.
- g. Public Relations – Chris Mead is adding more posts on Facebook so we can start doing more here. Already getting started on next months newsletter. Putting up tips on working remotely, and follow the work well page.
- h. Legislative – Nothing new. Lots of senators are serving lot's of different topics.
- i. There are only a few nominations, Cheryl Misialek, Cindy Murphy, Jen Proulx, Christina Mead - currently in a term, so we are extending the deadline for new senators. Tina Monette is finishing out her term. Thank you to her for her service on the senate. We will keep the link open and promoting staff senate with leaders in administration.

5. Business Items:

- a. Vice President Statements & Vote – Statements were read by Paula Cox and Brian Schill. Whitney Maine gave an overview of the position. After the vote via Qualtrics and Zoom, Brian Schill was voted the New Vice President/President Elect. Congratulations to Brian.
- b. Officer Elections
 - i. Historian – Dan Boese ran unopposed and was voted via Qualtrics as the Historian. Congratulations to Dan.
 - ii. Membership – Melissa Cassinova ran unopposed and was voted via Qualtrics for Membership. Congratulations to Melissa.
 - iii. Secretary – Paula Cox ran unopposed and was voted via Qualtrics as the Secretary. Congratulations to Paula.
 - iv. Treasurer – Devona Janousek ran unopposed and was voted via Qualtrics as the Treasurer. Congratulations to Devona.
- c. Staff Senator of the Year Award – This was awarded to Megan Wasylow. Well deserved. Congratulations to Megan.
- d. Staff Senator Certificates – These will be printed and sent out via inter-campus mail.
- e. UND President Cabinet Updates
 - i. Request for Support for Senator nominations – Letter to Vice President's and Presidents cabinet for support. They were given an update of the benefits of the Staff Senate and what we do.
 - ii. Pandemic Planning & Response committee – Just keep working remotely, Spring flooding looks like we have good news here.
- f. ND State Staff Senate updates
 - i. Retha voted Staff representative. Very impressed with her. She speaks up and that is what we need and want to see.
- g. Supporting staff with adjustments to working remotely
 - i. HR message of flexibility and accountability, Peggy talked earlier about being there for us.
 - ii. Online resources – all can be saved to the cloud. If we need laptops reach out to supervisors. Watch out for phishing emails and Zoom bombing. Forward office phones.
 - iii. Work Well – Give a big shout out to the Work Well crew for their postings of ways to stay active while working from home.
- h. Suggestion Box – The few we had, Peggy is looking into.

- i. Thank you, Senators for the past year! Congratulations to Tina Monette for completing her term.
 - j. May Staff Senate Meeting
 - ii. Welcome to new Senators
 - iii. Committee Assignments
 - iv. President Gavel Pass
- 6. Matters Arising/Open Discussion:**
- i. Supervisor needs to send a written approval for the Vice President/President Elect position.
 - ii. Check Facebook for GGFP meetings. Coffee Hour to network via Zoom.
 - iii. Are we saying goodbye to anyone else? Kyle Markwardt and Jordan Eberhart are still interested in continuing, Carissa Green and June Novacek we are waiting on.
 - iv. Chris Mead made a motion o extend meeting by 3 minutes, Brenda Haugen 2nd the motion.
 - v. Whitney will be done the end of the semester and has already moved to her new home in Virginia due to the Covid-19.
 - vi. Tyler Clausen will be serving as past president again for the next year.
- 7. Adjournment** –Adjourned at 4:35 pm.

Next Staff Senate Meeting:
May 13, 2020
3:00 – 4:30 pm
Zoom