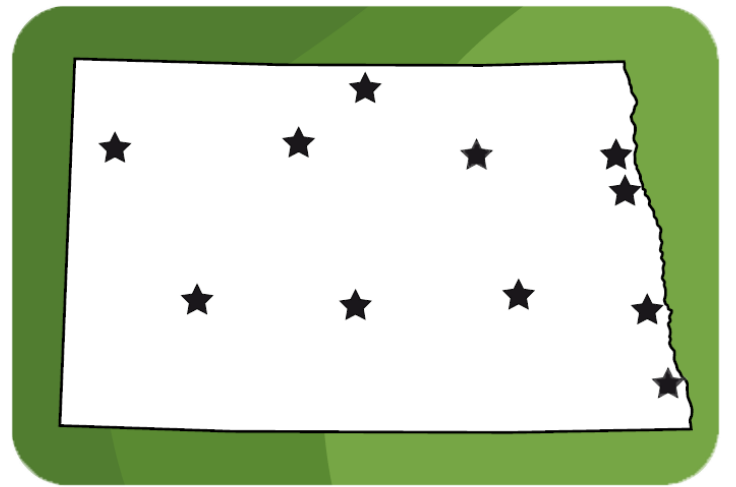


NORTH DAKOTA STATE UNIVERSITY  
SEPTEMBER 13 & 14, 2019  
VERSION 1

# General Assembly



# NDSA

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“THE VOICE OF THE STUDENTS”

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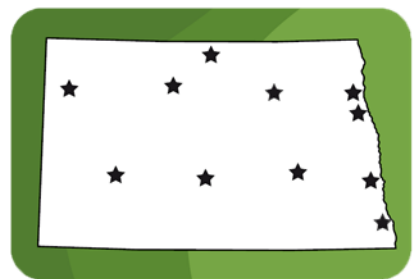


**NDSA**

# General Assembly

Agenda & Meeting Materials  
(Friday)

Chaired by **Cambree W. Smith**, President



**NDSA**



# General Assembly

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Agenda  
Friday, March 29, 2019

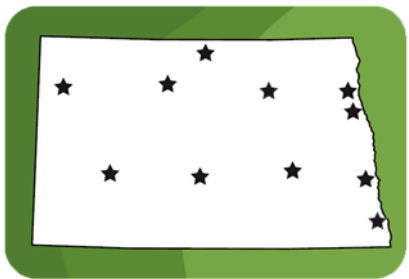
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- 4:45 PM I. Dinner Served
- 5:00 II. Welcome Address
- 5:05 III. Guest Speaker: Charles Stroup, NDSA Founder
- 5:30 IV. Preview of Committees
- V. Announcements
- 5:35 VI. Dismissal to Committees  
*Head Delegates: Meet with Council Chief Fleck.*  
*All others: Meet in IAC, SAC, or SLAC.*

# Internal Affairs Committee

## Agenda & Meeting Materials

Chaired by **Miranda Petrich**, Vice President of Finance and Operations



# NDSA



## Internal Affairs Committee

Funding Proposal: Backdrop Replacement  
Friday, March 29, 2019

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- I. Committee Activity
- II. Call to Order
- III. Roll Call
- IV. Explanation of Meeting Procedure
- V. Video: How to Join the NDSA Office 365 SharePoint [Video Link](#)
- VI. Additions to and Approval of the Agenda
- VII. Officer Reports:
  - A. Vice President of Finance and Operations, Miranda Petrich
- VIII. Order of Business:
  - A. Consider approval of vouchers
  - B. Institutional Breakaway Session

Consider the addition of institutional sessions on Friday evenings, prior to the standing committees, to allow for collaboration among like institutions.
  - C. Advancement of the Two-Year Representative position

Consider ways in which the NDSA can further legitimize and develop the two-year representative position.
  - D. Marketing Materials
  - E. Council Memorandums
  - F. Discuss IAC 2019/2020 Task List
- IX. Announcements and Comments
- X. Adjourn

# Student Affairs Committee

## Agenda & Meeting Materials

Chaired by **Lindsey Pouliot**, Vice President of Communication



# NDSA



## Student Affairs Committee

Agenda  
Friday, March 29, 2019

- I. Committee Activity
- II. Call to Order
- III. Roll Call
- IV. Explanation of Meeting Procedure
- V. Video: How to Join the NDSA Office 365 SharePoint [Video Link](#)
- VI. Additions to and Approval of the Agenda
- VII. Officer Reports:
  - A. Vice President of Communication, Lindsey Pouliot
- VIII. Open Forum for Student Concerns  
*Delegates shall discuss the statewide issues affecting students at their campuses.*
- IX. Order of Business:
  - A. Review Student Data Privacy and Security Bill of Rights Draft *Page 9*
  - B. Discuss the use of Blackboard across campuses for grading  
*Discuss what this means for students and how we will get involved across NDUS campuses.*
  - C. The future of Public Relations for the NDSA
  - D. Purchasing textbooks through Blackboard or Peoplesoft  
*Administrative Assistant John Hayes will*
- X. Announcements and Comments
- XI. Adjourn





## Student Affairs Committee

Student Data Privacy and Security Bill of Rights Draft  
Last Updated Friday, March 22, 2019

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The North Dakota University System (NDUS) and its 11 institutions of higher education are committed to responsibly using personally identifiable information (PII) and safeguarding this personally identifiable information from unauthorized access or disclosure. **This data is collected through various interactions with the NDUS system and your university. PII includes information such as phone number, address, email, and financial aid information, or any other information that can specifically identify you. For this reason, it is vital to protect such data in order to protect your identity. This Bill of Rights serves as a guiding document to ensure your rights to own your data, to have access to the data that is collected, to ensure that data is accurate, and to know who the university is sharing that data with. The entities in compliance with this Bill include the NDUS system and its eleven institutions of Higher education: institutions within the NDUS include Bismarck State College, Dickinson State University, Lake Region State College, Mayville State University, Minot State University, North Dakota State College of Science, North Dakota State University, University of North Dakota, Valley City State University, and Williston State College. The NDUS and all NDUS higher education institutions adhere to Federal Education Rights and Privacy Act (FERPA) guidelines. This document outlines student rights related to the privacy and security of educational data.**

1. Students have the right to know what personally identifiable information is being collected by the NDUS and NDUS higher education institutions, along with how the information is being stored and used. This information should be available on institution websites, student handbooks, and other appropriate locations. Students have the right to know what entities have access to their PII. Students are the original owners of their PII, and that right may not be given to any other entity without the consent of the student.
2. The NDUS and NDUS higher education institutions collect "directory information" about students that may be publicly disclosed to third parties; however, students have the right to request that any of their directory information is not disclosed.
3. A student's personally identifiable information cannot be sold or released for any commercial purposes by the NDUS or any NDUS higher education institution.
4. Students have the right to inspect and review the complete contents of their education record within the NDUS and each NDUS higher education institution.
5. Students have the right to challenge the accuracy of the student education record data that is collected and maintained by filing a written request through the process outlined by the respective NDUS higher education institution.
6. While NDUS and NDUS higher education institutions may utilize student educational data for research to inform assessment, accreditation, accountability, or to shape policies at the institution or program levels, students shall not experience punitive educational actions as a result of findings from assessment or educational research.
7. When student data is included in published or publicly presented reports, NDUS and NDUS higher education institutions shall take appropriate safeguards to prevent



## **Student Affairs Committee**

Student Data Privacy and Security Bill of Rights Draft  
Last Updated Friday, March 22, 2019

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identification of students through personally identifiable data, including adhering to a minimum cell (sample) size of 10 within publicly reported data as recommended by the North Dakota University System Institutional Research office.

8. The NDUS and NDUS higher education institutions are committed to implementing safeguards associated with industry standards and best practice under state and federal laws protecting the confidentiality of personally identifiable information. Information on these safeguards and practices shall be available on institution websites, student handbooks, and other appropriate locations. If institutions cannot protect student PII, then they should not collect it.

9. In the event that the NDUS or any NDUS higher education institution engages a third-party provider to deliver student educational services, the third party contractor or subcontractors will be obligated to adhere to State and Federal Laws as well as NDUS and NDUS higher education institution policies to safeguard student PII. The NDUS should be selective when disclosing student PII to any third party, always ensuring the student's best interest is preserved. Students may request information about third party contractors by contacting or can access the information on the NDUS or NDUS institution website.

10. Students have the right to file complaints about possible breaches of student data and have those claims addressed in a reasonable and appropriate manner. Complaints should be directed to the appropriate NDUS or NDUS higher education institution grievance procedures.

# State Legislative Affairs Committee

## Agenda & Meeting Materials

Chaired by **Taylor Toso**, Vice President of Governmental Affairs



# NDSA



## State Legislative Affairs Committee

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Agenda  
Friday, March 29, 2019

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- I. Committee Activity
- II. Call to Order
- III. Roll Call
- IV. Explanation of Meeting Procedure
- V. Video: How to Access the NDSA Office 365 SharePoint [Video Link](#)
- VI. Additions to and Approval of the Agenda
- VII. Officer Reports:
  - A. Vice President of Governmental Affairs, Taylor Toso
- VIII. Order of Business:
  - A. Discuss Interim Legislative Committees  
*Vice President Toso will update delegates on interim legislative activity.*
  - B. Discuss Dual-Credit Expansion  
*Vice President Toso will discuss the Executive Team's examinations into expanding dual-credit opportunities in North Dakota.*
  - C. Discuss NDSA Website Resources  
*Vice President Toso will discuss current resources available to students on NDSA's website concerning governmental affairs. Delegates will then discuss the usefulness of these resources as well as consider potential resources to add to the website.*
  - D. Discuss the student role in Census 2020
  - E. Discuss Directorship Positions
  - F. Discuss Future SLAC Meetings  
*Vice President Toso will solicit feedback on the first SLAC meeting and ask delegates what they would like to see in future meetings (e.g. speakers, presentations on specific topics).*
- IX. Announcements and Comments
- X. Adjourn

# General Assembly

Agenda and Meeting Materials  
(Saturday)

Chaired by **Cambree W. Smith**, President



**NDSA**



# General Assembly

## Summarized Descriptions of NDSA Positions

- 8:30 AM** I. Breakfast Served
- 8:45** II. Legislator Panel
- 9:45** III. Call to Order
- IV. [Roll Call](#) Page 16
- V. Explanation of Meeting Procedure Page 17
- VI. **ACTION: Additions to and Approval of the Agenda**
- A. Consider the Approval of RJ Tare for the position of Two Year Representative
  - B. Consider the Approval of John Hayes for the position of Chief Administrator
  - C. Consider the Approval of the Bill of Rights Introduction
  - D. Consider the Approval of [Resolution](#) NDSA-01-1920
  - E. Consider the Approval of Vouchers
- VII. **ACTION: Consider Approval of the Consent Agenda**  
*A consent agenda allows the General Assembly to approve routine and noncontentious agenda items and reports simultaneously in a single agenda item, saving time during the meeting. Items will be placed underneath this line item prior the start of Saturday's meeting. Members may request to remove items from the consent agenda.*
- A. Consider Approval of Minutes from February 22 and 23, 2019 [SharePoint](#)
  - B. *Consider the Approval of Vouchers*
- 10:00** VIII. Committee and Task Force Reports:
- A. Internal Affairs Committee
  - B. Student Affairs Committee
  - C. State Legislative Affairs Committee
- 10:10** IX. Two-Year Representative Report
- X. Presidential Report
- 10:15**



## General Assembly

### Summarized Descriptions of NDSA Positions

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- 10:20**
- XI. New Business
    - A. *Consider the Approval of RJ Tare for the position of Two Year Representative*
    - B. *Consider the Approval of John Hayes for the position of Chief Administrator*
    - C. *Consider the Approval of the Bill of Rights Introduction*
    - D. *Consider the Approval of [Resolution](#) NDSA-01-1920*
- 11:00**
- XII. Complete General Assembly Feedback Survey [Survey Link](#)
  - XIII. Additional Student Concerns
  - XIV. Institutional Reports *Page*
  - XV. Public Comment and Announcements
- 11:30**
- XVI. Adjourn



# General Assembly

Roll Call Sheet  
Saturday, March 30, 2019

INSTITUTION	STUDENT TOTAL	APPORTIONED VOTING DELEGATES	DELEGATES PRESENT	DELEGATES VOTING
Bismarck State College	3,756	7		
Dakota College at Bottineau	909	4		
Dickinson State University	1,425	4		
Lake Region State College	1,972	5		
Mayville State University	1,140	4		
Minot State University	3,216	6		
North Dakota State College of Science	2,985	6		
North Dakota State University	14,358	17		
University of North Dakota	14,406	17		
Valley City State University	1,522	5		
Williston State College	1,098	4		
		<b>TOTAL:</b>		





# General Assembly

## Institutional Reports

RULE	SECOND NEEDED	DEBATE / DISCUSSION	AMENDABLE	REQUIRED VOTE	DESCRIPTION
Point of Order	No	No	No	None	Used to address a misuse of the rules or a personal affront. <i>May interrupt a speaker.</i>
Point of Parliamentary Inquiry	No	No	No	None	Used to gain clarification about a rule or procedure. <i>May interrupt a speaker.</i>
Point of Information	No	No	No	None	Ask a question of a speaker in control of the floor.
Recess	Yes	No	Yes	Simple Majority	Recess the meeting for a specified period of time.
Table a Motion	Yes	Yes	Yes	Simple Majority	Postpone consideration of a business item until a future meeting.
Previous Question	Yes	Yes	No	Two-Thirds Majority	End debate on a proposal and bring it to an <i>immediate</i> vote.
Open a Speaker's List	Yes	No	No	Simple Majority	Used to create a list for delegates wishing to speak. Speakers will then indicate to the Chair or their appointee if they want to be added to the list.
Limits on Debate	Yes	Yes	Yes	Two-Thirds Majority	Impose (or repeal) a limit on the length of any form of debate. Limits may be specified in terms of time or number of speeches.
Suspension of the Rules	Yes	No	No	Two-Thirds Majority	Used to allow the General Assembly to violate its own rules, except for rules specified in the Constitution. The object of suspension must be specified.
Division of the Question	Yes	Yes	No	Simple Majority	Divide a resolution or report into two or more clauses/sections, each to be voted on separately. This motion is used after the passage of Closure of Debate.
Reconsideration of a Motion	Yes	Yes	No	Two-Thirds Majority	Reconsider an item on which debate has ended or upon which a vote has taken place.
Appeal a Decision of the Chair	Yes	Yes	No	Simple Majority	Challenge a ruling made by the Chair. <i>May interrupt a speaker.</i>

**Final approval of any NDSA resolution requires the affirmation of at least 60% of the General Assembly.**