



Meeting Minutes

April 9, 2018

The North Dakota State Staff Senate met on April 9, 2018 via ND IVN.

- I. Call to order
 - a. The meeting was called to order at 2:30 pm CST on April 9, 2018 by ND State Staff Senate President Retha Mattern (BSC).
- II. Roll call
 - a. **Bismarck State College (BSC):** Retha Mattern
 - b. **Core Technology Services Office (CTSO):** (Absent)
 - c. **Dakota College Bottineau (DCB):** (Absent)
 - d. **Dickinson State University (DSU):** Johnna Douthit, Krissy Kilwein
 - e. **Lake Region State College (LRSC):** Andy Wakeford, Carla Freschette
 - f. **Mayville State University (MaSU):** Misti Wuori, Jessica Amb, and Rick Karboviak
 - g. **Minot State University (MiSU):** Mindy Rudnick, Michael Linnell
 - h. **North Dakota State College of Science (NDSCS):** Lisa Braun, Bruce Woytassek
 - i. **North Dakota State University (NDSU):** Elizabeth Cronin, Diane Axness, Naomi Kosen
 - j. **University of North Dakota (UND):** Tyler Clauson, Lisa Earls, Jeremy Malheim
 - k. **Valley City State University (VCSU):** (Absent)
 - l. **Williston State College (WSC):** Amy Armstrong and Katie Peterson
 - m. **NDUS Representative:** Billie Jo Lorus
 - n. **HRC Representative (NDSCS):** Lisa Braun
 - o. **HRC Liaison:** (Absent)
 - p. **SBHE Representative (LRSC):** Andy Wakeford
- III. Approval of Agenda
 - a. A motion to approve the agenda was made by Lisa Braun (NDSCS) and seconded by Amy Armstrong (WSC). Following a vote, motion carried.
- IV. Approval of Minutes
 - a. An amendment to the March 2018 minutes was suggested by Lisa Earls (UND): "Representatives from UND, NDSU, and NDSCS voiced concerns based on the tone and content of the letter and asked that it not be sent but that each campus work through their own campus governance on the issues addressed". A motion to approve the March 2018 minutes with the addition of the amendment was made by Tyler Clauson (UND) and seconded by Lisa Braun (NDSCS). Following a vote, motion carried, minutes approved with the amendment added.
- V. Reports
 - a. Campus Updates –Please get campus updates to Misti Wuori (MaSU) by April 16, and she will share a final draft emailed after the meeting. Be sure to send Misti a note that says “no update” if applicable. Andy Wakeford shares the Campus Updates with the State Board.

- b. SBHE Staff Advisor Report – Andy Wakeford (LRSC) reported that the State Board of Higher Education (SBHE) met March 28, 2018, in Mayville. Three finalists for the Mayville State President position were interviewed. The faculty leave policy was tabled. Budget guidelines were approved that provide some flexibility for campuses to give salary increases in the next year. Campuses with a desire to increase salaries can get SBHE approval to do so. There are two positions open on the SBHE and a search is under way for those positions. Andy hopes to bring an emeritus status change to NDUS 430.2. He'd like to include all staff for this honor, and he is working on clarifying the proper channels for him to bring this change.
- c. HRC – Lisa Braun (NDSCS) reported that the face-to-face meeting is June 5-6, 2018, at NDSU. No other report.

VI. Business Agenda

- a. There is a Joint Summit with faculty and staff planned for April 13, 2018, in Bismarck at the State Capitol. Mileage reimbursement and lunch will be provided, but not hotel. Let Retha know if others from your campus are attending by Wednesday.
- b. Prior to the meeting, Retha Mattern (BSC) shared the response from SBHE Chair Don Morton to the letter regarding staff concerns.
- c. Jane Grinde, NDUS HR Director, has been in touch with Retha asking for staff representation on the NDUS Retirement Plan Committee. Grinde is looking for up to 4 staff members from different broad bands and institution types. Staff members do not need to be a member of a campus's staff senate. Grinde would like the names by May 1; please get names to Retha before then. Retha will forward the committee request to the NDSSS listserv for members to share back to their campuses. Katie Peterson (WSC) will stay on this committee.
- d. Misti Wuori (MaSU) will get the dates and information out to the NDSSS listserv to RSVP for the summer face-to-face meeting to be held in Mayville. A topic for the meeting that was suggested was a presentation on Robert's Rules. NDSCS has brochures on this topic, and they were asked if they'd like to do a training session at the summer meeting. Lisa Braun (NDSCS) will bring this up to their next campus staff senate meeting.

VII. Open Discussion – Lisa Earls (UND) reported that Governor Burgum was at UND last week and representatives from the various UND senates met with him. It was a very good meeting. On Governor Burgum's website, there is a link to leave comments for the Governor's Task Force on Higher Education Governance.

VIII. Future Meetings

- a. Next meeting –The next meeting will be held May 14, 2018, from 2:30-4:00 CST. We will finalize the agenda for the summer face-to-face meeting at this time.

IX. Adjournment

- a. The meeting adjourned at 3:02 pm CST.

Respectfully submitted,

Misti Wuori
ND SSS Secretary 2017-18