



The North Dakota State Staff Senate met on April 8, 2019 via ND IVN.

- I. Call to order
 - a. The meeting was called to order at 2:30pm CT on April 8, 2019 by ND State Staff Senate Vice President Misti Wuori.
- II. Roll call
 - a. **Bismarck State College (BSC):** Laura Kalvoda, Mindy Sturn
 - b. **Core Technology Services Office (CTSO):** Brad Holcomb, Crystal Tangsrud
 - c. **Dakota College Bottineau (DCB):** (Absent)
 - d. **Dickinson State University (DSU):** Laura Fetting
 - e. **Lake Region State College (LRSC):** (Absent)
 - f. **Mayville State University (MaSU):** Susan Cordahl, Misti Wuori
 - g. **Minot State University (MiSU):** Mindy Rudnick
 - h. **North Dakota State College of Science (NDSCS):** Alissa Sherven, Bruce Woytassek
 - i. **North Dakota State University (NDSU):** Danielle Pinnick
 - j. **University of North Dakota (UND):** Tyler Clauson
 - k. **Valley City State University (VCSU):** Ben Ferguson
 - l. **Williston State College (WSC):** Megan Kasner, Kristina Kitchens
 - m. **NDUS Representative:** (Absent)
 - n. **HRC Representative (NDSCS):** (Absent)
 - o. **HRC Liaison:** (Absent)
 - p. **SBHE Representative (LRSC):** Andy Wakeford
- III. Approval of Agenda
 - a. A motion to approve the agenda was made by Danielle Pinnick (NDSU) and seconded by Ben Ferguson (VCSU). Following a vote, motion carried, agenda approved as is.
- IV. Approval of Minutes
 - a. A motion to approve the minutes was made by Mindy Sturn (BSC) and seconded by Tyler Clauson (UND). Following a vote, motion carried, minutes approved as is.
- V. Reports
 - a. Campus Updates –
 - b. SBHE Staff Advisor Report – Andy Wakeford (LRSC) reported that the State Board of Higher Education (SBHE) met on March 28th at BSC. Items discussed at the meeting included program approvals; policy updates; Audit Committee Report; and Governance Committee. The Audit Committee is looking into a survey tool that can be utilized by campuses. The next SBHE meeting is scheduled for April 25th via IVN or Conference Call. The agenda will be available at <http://ndus.edu/board/agenda/>.
 - c. HRC – No report given.
- VI. Business Agenda –
 - a. Planning June Face-to-Face meeting – The meeting will be held in the afternoon of June 19th and morning of June 20th at the CTS Office in Grand Forks. IVN Connections will be made available for those who are unable to attend in person. Misti Wuori (MaSU) shared a draft agenda via email. CTS will present on the services that they offer. Crystal Tangsrud (CTSO) will set up a welcome speaker and someone from CTS to present. There is a possibility for a tour of the CTS facilities. Misti will update the agenda and send for review via email.

- b. NDSSS Website Discussion – Crystal Tangsrud discussed that the current website has the following NDSSS information – campus contacts, officers, bylaws and constitution. The website no longer has the minutes from past meetings. The two options that are available for NDSSS moving forward are to have an external website or internally house documents via SharePoint. This will be added to the goals list at the June face-to-face meeting to create a subcommittee to look into the options.
- c. Goal Updates
 - i. Survey Taskforce – No updates.
 - ii. Legislative Taskforce – Andy Wakeford (LRSC) gave an update that Tammy Dolan mentioned that we are nearing the end of session and discussion has been held on pay raises for employees.
 - iii. Friday After Thanksgiving Taskforce – This committee will reconvene at the June meeting.

VII. Open Discussion –

- a. Governor Burgum’s Email Distribution Update – Item has been tabled to the June meeting.
- b. Other – Crystal Tangsrud (CTSO) mentioned that there will be a Campus Solutions update on June 12-15. CTSO will be hosting some lunch and learn sessions. Email Crystal for more information and updates.

VIII. Future Meetings

- a. The next meeting will be held on June 19-20 in Grand Forks.

IX. Adjournment

- a. The meeting adjourned at 3:27pm CT.

Respectfully submitted,

Laura Fetting (DSU)
ND SSS Secretary 2018-19