

**North Dakota University System Staff Senate Meeting
December 6, 2011 Meeting Minutes**

The North Dakota University System Staff Senate met on December 6, 2011 via IVN.

Schools present:

Bismarck State College (BSC): Rita Nodland, Carla Sivesind, and Sara Vollmer;
Dakota College Bottineau (DCB): Not present;
Dickinson State University (DSU): Scott Staudinger, Heidi Larson, and Anthony Willer;
Lake Region State College (LRSC): Joycelyn Hagen;
Mayville State University (MaSU): Jay Hendrickson and Karen Amundson;
Minot State University (MiSU): Linda Benson, Vicki Troftgruben, and Anton Huether;
North Dakota State College of Science (NDSCS): Not present;
North Dakota State University (NDSU): LaDonna DeGeldere and Kelly Bisek;
University of North Dakota (UND): Kristi Swartz, Loren Liepold, and Patricia Young;
Valley City State University (VCSU): Rick Clark and Emma Tufte;
Williston State College (WSC): Not present.

Schools absent: Dakota College Bottineau (DCB), North Dakota State College of Science (NDSCS), Williston State College (WSC).

Human Resource Council representative: None

NDUS Staff Senate President Anthony Willer called the meeting to order at 1:00 pm MT (2:00 pm CT).

Approval of minutes: Approved via email vote. See attached. (MotionApprovalMinutes2011.pdf)

Campus Updates: The campuses provided updates. See attached. (NDSS Campus Updates.doc) Discussion:

Anthony Willer congratulated Mayville on their \$1,000,000 grant.
Minot reported that they will keep us updated on any new progress on the tax rebate proposal.
Anthony Willer reported that NDSCS staff senate will be meeting next week to elect a new president.
NDSU, as of October 12, 2011 has a new Senate Coordinating Council.

SBHE: Staff Senate Board Member Report

Janice Hoffarth, UND, supplied us with a written update since she was unable to attend. See attached. (SBHE Nov Update.doc)

Old Business:

Tuition Waiver Resolution: See Attached. (NDSSS Tuition waiver resolution.doc)

Each campus is asked to get approval from their senate. Send the approval/disapproval in writing on campus letterhead to Anthony Willer at 291 Campus Drive, Dickinson, ND 58601. Also include your campus response to the following questions:

- What does their institution allow as per on-line waivers?

- How does it work? (ie. At NDSCS they allow the waivers once the course is profitable. How is that decided, who monitors, etc)
- If they do allow the waivers, what is the cost to the institution?
- If they allow the waivers, can they separate out the costs from the home institutions employees utilizing the waiver and cost of other NDUS employees.
- Where do the funds come from to cover the costs?

Anthony Willer requests to have this to him before the February SBHE meeting.

Chancellor Search Committee:

At the SBHE meeting Grand Shaft stated that he did not feel the need to replace Aaron Berg on the search committee due to the fact that Janice Hoffarth, who also is on the hiring committee, can represent staff.

Compensation Report Committee:

Carla Sivesind reported that they had been contacted by Cathy McDonald who informed them that they would be notified as to when the committee will meet. Nothing has been set yet.

New Business:

Maximizing Results through Efficiencies: See attached. (Maximizing Results through Efficiencies.doc)

Grant Shaft has asked for feedback from staff on the attached document. Feedback can be submitted to Janice Hoffarth or Anthony Willer.

The following website has been created for comparison of college fees. <http://fees.ndus.edu/>

NDSSS Logo:

Logo ideas are to be submitted for our March meeting.

NDSSS Budget:

There is no budget for ND SSS.

Emma Tufte requested that Carla Sivesind find out if the Compensation Report Committee will be meeting soon.

Date of Campus Senate Meetings:

Anthony Willer asked each campus to email him the dates of their staff senate meetings. He is interested in meeting with the various staff senates.

Future Meetings:

Doodle:

Kristi Swartz, UND will send out a doodle for our March meeting.

June Meeting at NDSCS:

Anthony Willer will ask NDSCS if they still wish to host the June meeting and get back to us via email as soon as possible.

Open Discussion:

Janice Hoffarth will be attending the SBHE meeting in Fargo next week.

Adjournment:

Vicki Troftgruben, MSU, made a motion to adjourn meeting. Seconded by Kelly Bisek, NDSU. Motion carried.