



Meeting Minutes

December 11, 2017

The North Dakota State Staff Senate met on December 11, 2017 via ND IVN.

- I. Call to order
 - a. The meeting was called to order at 2:35pm CST on December 11, 2017 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):**
 - c. **Dakota College Bottineau (DCB):**
 - d. **Dickinson State University (DSU):** Johnna Douthit, Laura Fetting
 - e. **Lake Region State College (LRSC):** Andy Wakeford, Carla Freschette, Cathleen Ruch
 - f. **Mayville State University (MaSU):** Misti Wuori and Rick Karboviak
 - g. **Minot State University (MiSU):** Mindy Rudnick, Cole Krueger, Michael Linnell
 - h. **North Dakota State College of Science (NDSCS):** Lisa Braun and Bruce Woytassek,
 - i. **North Dakota State University (NDSU):** Elizabeth Cronin, Diane Axness, Naomi Kosen, Kay Hopkins
 - j. **University of North Dakota (UND):** Amber Flynn, Tyler Clauson, Lisa Earls
 - k. **Valley City State University (VCSU):** Sarah Larsen
 - l. **Williston State College (WSC):** Katie Peterson and Amy Armstrong
 - m. **NDUS Representative:** (Absent)
 - n. **HRC Representative (NDSCS):** Lisa Braun
 - o. **HRC Liaison:** (Absent)
 - p. **SBHE Representative (LRSC):** Andy Wakeford
Invited Guest: SBHE Chair Don Morton
- III. Approval of Agenda
 - a. A motion to approve the agenda was made by Laura Fetting (DSU) and seconded by Lisa Braun (NDSCS). Following a vote, motion carried, agenda approved as is.
- IV. Approval of Minutes
 - a. A motion to approve the November 2017 minutes was made by Lisa Earls (UND) and seconded by Katie Peterson (WSC). Following a vote, motion carried, minutes approved as is.
- V. Reports
 - a. Campus Updates –Please get campus updates to Misti Wuori (MaSU), 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 November 30, 2017, in Bismarck at BSC. There was a presentation from the Bank of ND on 529 Savings plans and signing up more newborns. There was also

a discussion of intellectual property rights, and Dr. Dahlberg was named the Interim President at VCSU.

- c. HRC – Lisa Braun (NDSCS) reported from the December 5, 2017, meeting. Broadbands and having the same definitions on all campuses was discussed. A task force will be formed to take this on and further study. The next meeting is March 6, 2018.

VI. Business Agenda

- a. Policy Subcommittee: Retha Mattern (BSC) extended an invitation to have a SBHE member attend one of our State Staff Senate meetings to follow up from her September 2017 presentation to the SBHE, and SBHE Chair Don Morton attended via IVN from NDSU today to hear ideas and concerns regarding staff morale on our campuses.
- b. Some key points from the discussion were:
 - i. Mr. Morton stated that Andy Wakeford represents the NDSSS very well.
 - ii. The SBHE and campuses are dealing with disruption caused by technology. Lifelong learning is accelerating and the need for constant retraining and staff development exists. Being competitive in all realms is important—on-campus, hybrid and online learning.
 - iii. Technology transfer from universities to business start-ups is essential, and more emphasis is needed on private-public partnerships.
 - iv. To address the question of what is being done or considered to attract high quality staff—Incentives could be better for staff, including lifting the cap on tuition waivers for staff members pursuing higher education.
 - v. It was mentioned that different staff benefits or policies exist on different campuses, and different campuses have greater flexibility in implementing staff incentives. Mr. Morton stated there is a need to try to be seamless and easy for students and staff whenever possible. He encouraged staff members and NDSSS to come up with the issues and put them forward. Incentives, such as increasing staff days off, such as the day after Thanksgiving and Christmas Eve, should be on the table to support staff in a climate where salary increases remain difficult to implement.
 - vi. Paid family leave is another good area for discussion, as is proactive health prevention efforts and professional development funds.
 - vii. Succession planning in Higher Education needs to be much stronger; there is not sufficient cultivating of human capital for key positions.
 - viii. NDSSS members shared that SBHE support for staff policies is key as it is common to hear that flexibility on these issues is not allowed by SBHE policies. SBHE needs to clarify the autonomy of local campuses to meet the needs of employees.
 - ix. Mr. Morton explained that staff members are the important “third leg of the stool,” for staff, faculty, and staff on our campuses. We need to raise the visibility of NDSSS, and start discussion for ideas to bring forward by the SBHE Representative to the June retreat regarding staff policy needs.
 - x. Retha thanked Mr. Morton for his time today.

VII. Open Discussion –

- a. Envision 2030 meetings update provided by Retha. There is some discussion being held about a Faculty-Staff Envision 2030 shared summit or meeting. Retha is talking to the CCF president about a possible CCF and NDSSS joint meeting.

VIII. Future Meetings

- a. Next meeting –The next meeting will be held February 12, 2018, from 2:30-4:00 CST.

IX. Adjournment

- a. The meeting adjourned at 3:50 pm CST.

Respectfully submitted,

Misti Wuori
ND SSS Secretary 2017-18