



The North Dakota State Staff Senate met on December 10, 2018 via ND IVN.

- I. Call to order
 - a. The meeting was called to order at 2:30pm CST on December 10, 2018 by ND State Staff Senate Vice President Misti Wuori.
- II. Roll call
 - a. **Bismarck State College (BSC):** Retha Mattern, Mindy Sturn
 - b. **Core Technology Services Office (CTSO):** Robert Azure, Crystal Tangsrud
 - c. **Dakota College Bottineau (DCB):** Hattie Albertson
 - d. **Dickinson State University (DSU):** Laura Fetting, Josh Nichols
 - e. **Lake Region State College (LRSC):** Carla Freschette, Cathleen Ruch
 - f. **Mayville State University (MaSU):** Rick Karboviak, Misti Wuori
 - g. **Minot State University (MiSU):** Cole Krueger
 - h. **North Dakota State College of Science (NDSCS):** Alissa Sherven
 - i. **North Dakota State University (NDSU):** April Helgaas, Naomi Kosen
 - j. **University of North Dakota (UND):** Tyler Clauson, Jeremy Malheim
 - k. **Valley City State University (VCSU):** (Absent)
 - l. **Williston State College (WSC):** Amy Armstrong
 - m. **NDUS Representative:** Lisa Johnson
 - 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 Crystal Tangsrud (CTSO) and seconded by Cathleen Ruch (LRSC). Following a vote, motion carried, agenda approved as is.
- IV. Approval of Minutes
 - a. A motion to approve the minutes was made by Amy Armstrong (WSC) and seconded by Cathleen Ruch (LRSC). Following a vote, motion carried, minutes approved as is.
- V. Reports
 - a. Campus Updates – No verbal updates were given. Please send updates to Laura Fetting (DSU) by January 11th. Updates will be provided to the SHBE members.
 - b. SBHE Staff Advisor Report – Andy Wakeford (LRSC) reported that the State Board of Higher Education (SBHE) met on November December 6th in Bismarck. Andy gave a summary of his visits to the campuses across the NDUS. Andy will be sending the compiled summary to the SBHE and NDSSS members. Discussion was held regarding the change to the policy for when the SBHE agenda needs to be posted. There will not be a set number of days and can be provided at any time prior to the meeting. The SBHE discussed Robert’s Rules of Order, the upcoming legislative session, and the Governor’s budget, as well as the new tuition rates in South Dakota. The next SBHE meeting is scheduled for January 24, 2019. The agenda will be available at <http://ndus.edu/board/agenda/>.
 - c. HRC – No report. The next HRC meeting is scheduled for January 8, 2019.
- VI. Business Agenda –
 - a. Goal Updates
 - i. Survey Taskforce – No updates, as the committee has not met.

- ii. Legislative Taskforce – Retha Mattern (BSC) reported that Lisa Johnson will be assisting the taskforce. She will update on items that pertain to the NDUS. Some items that Lisa updated on were the Governor’s budget recommendations – including a 5% reduction in base funding; salary increases; health insurance increases and possible employee contribution; priority capital projects; online curriculum development; Challenge Grant funding; ResearchND funding; and the UAS funding. Other items discussed were proposed changes to Title IX, legislation to permit the right to carry firearms on campus, and the proposed Staff Emeritus Policy.
 - iii. Friday After Thanksgiving Taskforce – Tyler Clauson (UND) reported that there are no updates at this time and we will be looking into bringing this up at a later date.
- VII. Open Discussion –
 - a. Bylaws update to reflect duties of the Communications Officer – Crystal Tangsrud (CTSO) noted that the listserv is already partially moderated by the System Office with a backup person set in place. The Communications Officer will not need to do anything with it at this time. No updates to the bylaws will be needed at this time.
 - b. Staff Emeritus Policy – Andy Wakeford (LRSC) reported that the existing Emeritus policy states that non-administrative and non-professional staff are not eligible for emeritus status with the NDSU. The proposed policy update includes all staff. This will be going to the Academic Affairs Council in January and Student Affairs Council in February. Thus far, the hang up has been on the word “emeritus.” Discussion was held on modifying the word to meritorious. Members of the NDSSS are not in favor of changing the word. Each campus should discuss this with their Academic Affairs officer prior to the January meeting.
 - c. Future Goals – If there are any goals or tasks that would be beneficial for NDSSS to look into or work on, send ideas to President Cole Krueger (MiSU).
 - d. Updates at SBHE meetings – President Cole Krueger (MiSU) noted that SBHE Chair Don Morton has requested that only the advisors to the SBHE give updates at the meetings. The senate chairs were not put on the agenda for the December meeting. Cole will meet with Mr. Morton and invite him to an upcoming NDSSS meeting.
- VIII. Future Meetings
 - a. The next meeting will be held on January 14, 2019, from 2:30-4:00pm CST. Send agenda items to President Cole Krueger (MiSU).
- IX. Adjournment
 - a. The meeting adjourned at 3:36pm CST by NDSSS President Cole Krueger.

Respectfully submitted,

Laura Fetting (DSU)
ND SSS Secretary 2018-19