



The North Dakota State Staff Senate met on December 9, 2019 via ND IVN.

- I. Call to order
 - a. The meeting was called to order at 2:30pm CT on December 9, 2019 by ND State Staff Senate President Misti Wuori.
- II. Roll call
 - a. **Bismarck State College (BSC):** Retha Mattern, Jessie Meckle, Mindy Sturn
 - b. **Core Technology Services Office (CTSO):** Michele Kuppich, Doug Osowski
 - c. **Dakota College Bottineau (DCB):** (Absent)
 - d. **Dickinson State University (DSU):** Laura Fetting
 - e. **Lake Region State College (LRSC):** Carla Freschette, Cathleen Ruch, Andy Wakeford
 - f. **Mayville State University (MaSU):** Susan Cordahl, Alissa Perkins, Misti Wuori
 - g. **Minot State University (MiSU):** (Absent)
 - h. **North Dakota State College of Science (NDSCS):** Lisa Braun, Alissa Sherven, Bruce Woytassek
 - i. **North Dakota State University (NDSU):** Wendy Baumann, April Helgaas
 - j. **University of North Dakota (UND):** Tyler Clauson, Whitney Maine, Megan Wasylow
 - k. **Valley City State University (VCSU):** Ben Ferguson, Lacey Udem
 - l. **Williston State College (WSC):** Megan Kasner, Kristina Kitchens
 - m. **NDUS Representative:** (Absent)
 - n. **HRC Representative (LRSC):** Carla Freschette
 - o. **HRC Liaison:** (Absent)
 - p. **SBHE Representative (BSC):** Retha Mattern
- III. Approval of Agenda
 - a. A motion to approve the agenda was made by Alissa Perkins (MaSU) and seconded by Susan Cordahl (MaSU). Following a vote, motion carried, agenda approved as is.
- IV. Approval of Minutes
 - a. A motion to approve the minutes was made by Alissa Perkins (MaSU) and seconded by Ben Ferguson (VCSU). Following a vote, motion carried, minutes approved as is.
- V. Reports
 - a. Campus Updates – Send December Campus Updates to Laura Fetting (DSU) by January 6, 2020.
 - b. SBHE Staff Advisor Report – Retha Mattern (BSC) reported that the State Board of Higher Education (SBHE) met December 3rd in Grand Forks. The SBHE interviewed and selected the next UND President. The first reading of the Political Activities Policy passed. MaSU presented on their Title III grant they have been awarded. The next SBHE meeting is scheduled for January 28th via conference call. The agenda will be available at <https://ndus.edu/state-board-of-higher-education/agendas-minutes-videos/>. Retha mentioned that she plans to visit three more campuses in December and the last three in January.
 - c. HRC – Carla Freschette (LRSC) reported that the HRC met on December 3rd via conference call. Discussion was held regarding HR 22 (FMLA) and adding a retained balance of either 40 or 80 hours of leave to the policy. A statement from MaSU was provided stating their non-support for adding a retained leave balance, but looking at HR 7 to allow for an appeal process in the event a supervisor denies an employee from accumulating a negative leave balance. A suggestion was made to have campuses HR officers and Staff Senates to discuss

the topic and their stance on it. Campus senates can send information discussed or questions to Carla and Retha.

VI. Business Agenda –

- a. Governor Burgum’s Email Distribution – Andy Wakeford (LRSC) reported that Michael Linnell (MiSU) reached out to the Governor’s Office and they will be removing the NDSSS from their email listserv. This should take place in the next week or so.
- b. Goal Updates from Taskforce Chairs
 - i. Survey Taskforce – No update.
 - ii. Legislative Taskforce – No update.
 - iii. Friday After Thanksgiving Taskforce – No update.
 - iv. NDSSS Website Taskforce – Misti Wuori (MaSU) reported on behalf of Crystal Tangsrud (CTSO) that the taskforce met to discuss the next steps for the project. The taskforce is looking at templates for the website and should have some more work done by the next NDSSS meeting. If anyone has any suggestions or ideas for the website, sent them to Crystal.
 - v. Budget and Professional Development Taskforce – Laura Fetting (DSU) reported that the taskforce is continuing to gather information from campuses regarding their planned spring professional development sessions. This information will be compiled and presented at the next meeting.

VII. Open Discussion –

- a. Misti Wuori (MaSU) requested that members from BSC Staff Senate bring forth potential dates for the summer face-to-face meeting to the next meeting.

VIII. Future Meetings

- a. A motion was made by Cathleen Ruch (LRSC) and seconded by Alissa Perkins (MaSU) to cancel the January meeting. Following a vote, motion carried, January meeting will be canceled.
- b. The next meeting will be held on February 10, 2020, from 2:30-4:00pm CST. Send agenda items to President Misti Wuori (MaSU)

IX. Adjournment

- a. The meeting adjourned at 3:12pm CST.

Respectfully submitted,

Laura Fetting (DSU)
ND SSS Secretary 2019-20