



## February 24, 2014 Meeting Minutes

The North Dakota State Staff Senate met on February 24, 2014 via IVN.

ND State Staff Senate President Kristi Swartz called the meeting to order at 3:04 PM CST. Staff Senators introduced themselves and their institutions.

### Schools present:

**Bismarck State College (BSC):** Marnie Piehl, Carla Sivesind;

**Dakota College Bottineau (DCB):**

**Dickinson State University (DSU):** Kathleen Obritsch, Josh Nichols, Krissy Kilwein;

**Lake Region State College (LRSC):**

**Mayville State University (MaSU):** John Peterson, Sarah Olsen, Sheena Moe;

**Minot State University (MiSU):** Linda Benson;

**North Dakota State College of Science (NDSCS):** Bob Heitkamp, Scott Anderson;

**North Dakota State University (NDSU):** Laura Dallmann, Wendy Gibson, Daniel Erickson;

**University of North Dakota (UND):** Janice Hoffarth, Patricia Young, Sharley Kurtz, Diane Hillebrand, Kristi Swartz;

**Valley City State University (VCSU):** Emma Tuft;

**Williston State College (WSC):**

**CTSO:** Clay Willoughby, Laura Glatt;

**SBHE Board Member:** Janice Hoffarth

**Additions to agenda:**

**Agenda:** Approved

**Minutes:** Willoughby (CTSO) motion to approve, Hillebrand (UND) 2<sup>nd</sup>

Approval of Minutes	Yes	No
BSC	x	
DCB		
DSU	x	
LRSC		
MaSU	x	
MiSU	x	
NDSCS	x	
NDSU	x	
UND	x	
VCSU	x	

Motion carried

**Campus Updates:** The campus updates were distributed by email.

**Presidents Report:** No report

**Chancellor's Report:** Will come back to this when the chancellor is on the line.

**SBHE Report-Staff Senate Board Member Report:**

**a. Update:** Meeting will be at Minot State. State Board will interview presidential candidates for Minot State. Hoffarth mentioned the Higher Learning Commission and measure 3, to remove the SBHE, and concerns that if the measure passes, will our institutions still remain accredited?

At the SBHE meeting in Devils Lake, pathways policy was sent back to the institutions with instructions for each individual institution to respond with a plan of action by March 1<sup>st</sup>.

**b. Review SBHE Agenda:** Hoffarth reviewed the agenda, highlighting items that may be of concern to staff, recommending we watch for these items. The meetings are live streamed for all to view. Please review the agenda prior to our NDSSS meetings for discussion during the meeting. The agenda can be found on the website at: <http://www.ndus.edu/board/agendas/>

Hoffarth discussed the New Policy Communication Committees created but staff are not on any of them. She is waiting to hear from the chancellor on this issue. Glatt stated that this has been discussed and the SBHE can assign anyone to any of the committees. Hoffarth indicated it may be interpreted that staff do not need representation and would like to see it in writing that we are included.

Brief discussion on HR policy and concerns about the family leave act and what constitutes a family. If there are any questions please contact Janice Hoffarth.

**Chancellor's Report:** Chancellor Skogen stated that the only requirement for the new policy committees membership is that there needs to be faculty on the academic committee. Staff are not precluded from any of the committees. Hoffarth would like it to be noted that staff are eligible to be on these committees and possibly have a discussion to amend the language to clarify this.

Skogen discussed where we are today and where we are going in higher education. We will do what is best for higher education in the state of ND. The SBHE has a great leader with a faculty background. He stated the need to build trust through transparency, which is what we are trying to do through live streaming of the SBHE meetings and a new communications plan.

On January 17 pathways was discussed and Grant Shaft was invited to write a resolution. Presidents of all institutions were asked to come up with ideas and recommendations. Pathways has 2 major issues – 1. The perception that there was a lot of buy-in from the institutions which was not true, and 2. The premises and strategies of the program were not well researched. A number of taskforces have been implemented to review this and recommend changes and timelines for inception.

Skogen appreciates all we have been doing and that despite the difficulties we experienced last year our institutions continued to run and do what we do. We are now moving in the right direction.

Hoffarth thanked Skogen on behalf of all staff.

**Old Business:**

**a. Bylaws Committee Update:** When changes are made to the constitution we need 2 weeks to review said changes. Swartz will send suggested changes out for review and we will discuss at the next meeting.

**b. Tuition Waiver Taskforce:** Have not met. Hoffarth mentioned the idea that undergrads can use their tuition waiver for online courses once the course costs have been met through enrollments, resulting in no monetary burden to any institution. Graduate students would have to pay a cost-share to take online courses. This has been sent to the taskforce as an option. Nichols (DSU) stated the taskforce have been collecting data, but all data is based on free courses not courses with a cost-share. Hoffarth explained how this would work in that the waiver information would be sent to the department offering the course and when it is known the course will run the waiver will be signed and returned so the staff member can enroll. Willoughby (CTSO) what happens if the class has begun and a paying student drops, putting the class under the minimum number of paying students will the class still go. Hoffarth – yes. Dahlman (NDSU) when will staff know if they can take the course, before class starts or after? Hoffarth – you will not know until the department knows and contact you. Hoffarth, there is discussion about getting rid of the term tuition waiver and change to professional development waiver. Heitkamp (NDSCS) what is the timeline for getting this together? Hoffarth stated it is in the hands of the Chancellor now. He will take it to the cabinet and get their response. Glatt (CTSO) mentioned the chancellor will review the information with UND and NDSU first as they have the most financial burden.

**c. Health Insurance Update:** Hoffarth heard from Sbarb Collins that the taskforce has already completed all the work so we have no opportunity to be a part of this taskforce. In future Hoffarth or Swartz will be contacted to have us be a part of future committees.

**d. November Statewide Vote on SBHE/Chancellor:** Swartz stated to keep this on our radar and look for information to be passed on. Factual information will be sent from Hoffarth to all that can be discussed and sent to all Staff Senators.

#### **New Business**

#### **Future Meetings:**

**a. Monday, March 24 @ 3:00 CST via IVN**

**b. Tuesday, June 24, 2014, yearly face to face meeting in Valley City – Update:** Rooms have been held for Monday night at the AmericInn for those needing to stay overnight.

#### **Open Discussion:**

**Adjournment:** Meeting adjourned at 4:10 p.m.