



The North Dakota State Staff Senate met on February 10, 2020 via ND IVN.

- I. Call to order
 - a. The meeting was called to order at 2:30pm CT on February 10, 2020 by ND State Staff Senate President Misti Wuori (MaSU).
- II. Roll call
 - a. **Bismarck State College (BSC):** Mindy Sturn, Retha Mattern
 - b. **Core Technology Services Office (CTSO):** Doug Osowski
 - c. **Dakota College Bottineau (DCB):** Heidi Hall
 - 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, Misti Wuori
 - g. **Minot State University (MiSU):** Michael Linnell
 - h. **North Dakota State College of Science (NDSCS):** Lisa Braun, Bruce Woytassek
 - i. **North Dakota State University (NDSU):** Megan Bouret, April Helgaas
 - j. **University of North Dakota (UND):** Tyler Clauson, Whitney Maine, Megan Wasylow
 - k. **Valley City State University (VCSU):** Ben Ferguson
 - 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 Michael Linnell (MiSU) 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 Michael Linnell (MiSU) and seconded by Susan Cordahl (MaSU). Following a vote, motion carried, minutes approved as is.
- V. Reports
 - a. Campus Updates – Send campus updates to Laura Fetting (DSU) by Monday, February 24th.
 - b. SBHE Staff Advisor Report – Retha Mattern (BSC) reported that the State Board of Higher Education (SBHE) met on January 28th via phone call. Discussion was held regarding several Budget and Finance Committee related items, updated policy items, and the BSC Presidential search. The next SBHE meeting is scheduled for February 25th. The agenda will be available at <https://ndus.edu/state-board-of-higher-education/agendas-minutes-videos/>.
 - c. HRC – Carla Freschette reported that the HRC met on February 4th via conference call. Discussion was held regarding HR 22 and the addition of a preserved leave balance. HRC has decided to leave the HR 22 as proposed and make updates to HR 6, HR 7, and HR 21 to accommodate a preserved leave balance. HR 6 would allow for a preserved 40 hours of annual leave. HR 7 would allow for a preserved 40 hours of sick leave. HR 21 would add a statement regarding use of FMAL and leave without pay while preserving leave balances as allowed in HR

6 and HR 7. The HRC discussed donated leave and preserved leave balances. The current donated leave policy states that employees must exhaust all of their leave balance in order to be eligible for donated leave.

VI. Business Agenda –

- a. June Face-to-Face meeting planning
 - i. BSC – Dates – Suggested dates are during the week of June 22nd. A poll will be sent via the NDSSS Listserv to determine the dates.
 - ii. Agenda Suggestions – Send suggestions to the NDSSS Listserv for discussion.
- b. Goal Updates from Taskforce Chairs
 - i. Survey Taskforce – Michael Linnell (MiSU) – Will follow up with NDUS. Waiting for NDUS to do a survey, but haven't heard anything about it, yet.
 - ii. Legislative Taskforce – Andy Wakeford (LRSC) – No updates.
 - iii. Friday After Thanksgiving Taskforce – Tyler Clauson (UND) – No updates.
 - iv. NDSSS Website Taskforce – Crystal Tangsrud (CTSO) – No updates.
 - v. Budget and Professional Development Taskforce – Laura Fetting (DSU) – Mike Linnell (MiSU) reported for that Laura sent out a report summarizing what various institutions reported they do for professional development and their ideas. It was just the raw data that was sent in. The taskforce will be working on looking for commonalities and see if there's anywhere we can partner together.

VII. Open Discussion –

- a. Susan from Mayville State University asked about Staff Senate funded scholarships. Mayville State has their Comet Pride Scholarship they offer to dependents and spouses of employees, but it has been brought up that it should be offered for staff as well. Looking for any feedback from other schools that do this.
 - i. Tyler (UND) said they switched their fundraising efforts toward benefiting UND employees around budget cut time. October through November they sell raffle tickets and give away cash prizes in December. Last year they made around \$6,000 doing this. In turn, staff can apply for a “grant” award for professional development. Staff members are limited to receiving \$500 per calendar year. It's not just for classes, they can use it for conferences, books, etc. Dependents already receive 50% off their tuition, so they wanted to add a benefit for employees. Even though employees receive 3 free classes per calendar year, some classes have special fees, books, etc. Plus there are many professional development opportunities if funding is made available ... conferences, test taking (GMAT, for example).
 - ii. Mike (MiSU) – their latest fundraiser is also a raffle. They do it around finals week in the spring, and also utilize Giving Day for matching funds. The money is set up for a scholarship fund that they have in an endowment. It's for staff or staff dependents, and they have to apply. They receive @ \$100-150 each (so it's not earth-shattering amounts), but it may cover a book or a fee, but it's ONLY for classes taken at Minot State. After hearing Tyler from UND speak, Mike stated there may be some opportunity for them to expand the use for staff wanting to go on for Masters or Doctorate.
 - iii. April (NDSU) said they do something similar. They have a scholarship committee and an endowment they utilize the interest off of. They leave recipient selection to the committee and have given it to staff members in the past, but it's predominately dependents that receive it.

VIII. Future Meetings

- a. The next meeting will be held on March 9, 2020, from 2:30-4:00pm CST. Send agenda items to President Misti Wuori (MaSU).

IX. Adjournment

a. The meeting adjourned at 4:00pm CST.

Respectfully submitted,

Laura Fetting (DSU)
ND SSS Secretary 2019-20

DRAFT