

**North Dakota State Staff Senate
January 27, 2014 Meeting Minutes**

The North Dakota State Staff Senate met on January 27, 2014 via IVN.

ND State Staff Senate President Kristi Swartz called the meeting to order at 3:00 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): Andy Wakeford, Patricia Wallace;

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;

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, Pat Hanson (HR);

Valley City State University (VCSU): Emma Tufte, Rick Clark;

Williston State College (WSC): James Foertsch;

CTSO: Clay Whilloughby, Laura Glatt;

SBHE Board Member: Janice Hoffarth

Additions to agenda: HRC Council Meeting Policies

Agenda: UND motion to approve, Minot seconded. Motion carried.

Minutes: Will approve next month

Campus Updates: The campus updates were distributed by email.

Presidents Report: No report

SBHE Report-Staff Senate Board Member Report:

a. Update: Met 2 weeks ago. Hoffarth recommend we all listen to the live streamed meetings if possible. The meeting in Devils Lake next Thursday will be interesting as a major item will be a resolution from Grant Shaft on Pathways. The institutions presidents would like to be able to set their own benchmarks and goals and report on progress. If pathways continues the way it is now UND and NDSU are projected to lose over 20,000 students and the other schools are not equipped to take on 20,000 more students. This loss will affect employee jobs at these institutions also.

b. Review SBHE Agenda: Janice requested we all review the sbhe agenda prior to our meetings so we can discuss the items and offer feedback to Janice when she attends the meetings. The agenda can be found on the website at: <http://www.ndus.edu/board/agendas/>

Old Business:

a. SBHE Election of Staff Representative: There was only 1 nominee – Janice Hoffarth Piehl (BSC) motioned to approve by acclamation, seconded by Wakeford (LRSC)

Election of SBHE Staff Representative	Yes	No
BSC	x	
DCB		
DSU	x	
LRSC	x	
MaSU	x	
MiSU	x	
NDSCS	x	
NDSU	x	
UND	x	
VCSU	x	
WSU	x	

b. Staff Representative for CTSO: Swartz and Hoffarth met with CTSO and a Staff Senate was formed with Clay Willoughby elected as President. Willoughby reported at the end of December, 2013 staff members were voted on and their bylaws and constitution were approved. They need to be sent to Chancellor Skogen for approval.

The NDSSS executive committee met on Friday, January 24, 2013 to look at our bylaws and constitution to see if CTSO staff senate can be added as a member of NDSSS. The verbiage is not clear and does not define a campus as being a university or college. Discussion continued on adding the names of all 12, which includes CTSO, members of the NDSSS in the constitution. Foertsch, as past president and chairperson of the bylaws committee, would need to establish a committee to amend the constitution and/or bylaws. Tufte (VCSU) noted 12 would mean we could get a tie when we vote and so we need a tie-breaker vote. Kurtz (UND) mentioned that the tie-breaker vote comes from the president of NDSSS and it is already stated in the by-laws, section 6.

BCSU motioned to create a 12 member voting group, invite CTSO to this group, and have the bylaws committee make the recommended changes and bring the changes to the next meeting. Seconded by MiSU

Changes to Constitution	Yes	No
BSC	x	
DCB		
DSU	x	
LRSC		x
MaSU	x	

MiSU	x	
NDSCS	x	
NDSU	x	
UND	x	
VCSU	x	
WSU	x	

Motion passed and NDSS welcomed Clay to the group.

Nichols (DSU), Hillebrand (UND), and Gibson (NDSU) volunteered to be on the committee. Foertsch will send the information via email.

NDSCS mentioned they will be looking at their bylaws and tightening up the language. Swartz would like all staff senates to send a copy of their constitution and bylaws to be put on the NDSSS website.

c. Tuition Waiver Taskforce: Nichols (DSU) noted it was a short meeting. Waiting to look at data on the number of waivers being used to see how many will be using them for online courses. A long-term solution would be to have the legislature fund online course tuition using workforce development funds. The chancellor is looking into this possibility. Hoffarth stated that the chancellor wants to know how staff members feel about a 3 way split between the host institution, employee institution, and employee for all courses, face-to-face and online. Hoffarth said is not an option for us to lose the free face-to-face courses. NDSSS have no recommendations for the board at this time.

New Business

a. Biennial Budget Process & Timeline: Swartz stated for all to be aware of the dates. Hoffarth added that things will be moving fast. If anyone has any questions please contact Hoffarth.

b. Health Insurance Update – HR Council Meeting Policies: The committee is looking at options due to the 7% increase and higher premiums. One of the things being discussed is the possibility of staff paying part of the premiums. There were questions on retirement funds and the large unfunded portion in the defined plan, however, Hanson (UND HR Rep) is not prepared to talk at this time. Glatt mentioned the possibility of increasing retirement which would off set any salary increases. Options Glatt stated were:

1. Increase liability
2. Modify retirement plan to reduce future liability through changing the retirement age or the interest on the plan
3. Do nothing and hope the return on investment is higher than expected

No decision has been made at this time. The PERS board will be making a recommendation. If we have feedback get it to Hoffarth and Swartz as they will be at the SBHE meeting. Bob (NDSCS) stated that it is critical to not change the benefits or increase the wages to compete with the private sector. Swartz is interested in forming a committee to review the options Glatt sent in an email. Hoffarth will share the email. Glatt (CTSO) it is good for us to be involved and have a voice in the retirement plan. We should talk to Sbarb Collins about having a voice on the committee.

c. November Statewide Vote on SBHE/Chancellor: This is the vote to abolish the SBHE and Chancellor coming up later this year. Need to get the word out to others. Hoffarth and SBHE are nto allowed to lobby for or against a bill. Piehl (BSC) NDUS PAC will discuss this and present the facts. Hoffarth noted we need the facts

to disseminate to others.

Future Meetings:

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

b. Tuesday, June 24, 2014, yearly f2f meeting in Valley City – Update: Rooms have been held for Monday night at the AmericInn for those needing to stay overnight. Need suggestions for the morning session. Hoffarth suggested Laura Glatt, the Chancellor, or the SBHE President to discuss the next biennium, ND Pers Issue and/or Pathways.

Open Discussion:

Adjournment: UND motion to adjourn meeting, second by NDSU. Motion carried. Meeting adjourned at 4:18 PM CST