



Meeting Minutes

July 26, 2016

The North Dakota State Staff Senate met on July 26, 2016 via ND IVN.

- I. Call to order
 - a. The meeting was called to order at 2:30pm CT on July 26, 2016 by ND State Staff Senate President Robert Heitkamp (NDSCS).
- II. Roll call
 - a. **Bismarck State College (BSC):** Sheila Bitz
 - b. **Core Technology Services Office (CTSO):** Randy Wald
 - c. **Dakota College Bottineau (DCB):** No members present.
 - d. **Dickinson State University (DSU):** Laura Fetting, Loretta Heidt
 - e. **Lake Region State College (LRSC):** Andy Wakeford
 - f. **Mayville State University (MaSU):** Misti Wuori
 - g. **Minot State University (MiSU):** Linda Benson, Ashley Blake, Mindy Rudnick
 - h. **North Dakota State College of Science (NDSCS):** Lisa Braun, Robert Heitkamp, Carin Kassa
 - i. **North Dakota State University (NDSU):** Ryan Brinkman
 - j. **University of North Dakota (UND):** Amber Flynn, Diane Hillebrand
 - k. **Valley City State University (VCSU):** Greg Carlson, Kelli Heath
 - l. **Williston State College (WSC):** Katie Peterson
 - m. **NDUS Representative:** Linda Donlin (Absent)
 - n. **HRC Representative (NDSCS):** Lisa Braun
 - o. **HRC Liaison:** Gail Ebeltoft (Absent)
 - p. **SBHE Representative (LRSC):** Andy Wakeford
- III. Approval of Agenda
 - a. Motion to approve agenda with the removal of the Cost Containment Task Force report and ND SSS terms was made by Lisa Braun (NDSCS) and seconded by Diane Hillebrand (UND). The agenda was unanimously approved with the removal of the two items.
- IV. Approval of Minutes
 - a. Motion was made by Carin Kassa (NDSCS) and seconded by Katie Peterson (WSC) to approve the June 21-22, 2016 minutes with the correction to the date in *Open Discussion*. The minutes were unanimously approved.
- V. Reports
 - a. Campus Updates – The campus updates were distributed via email. No verbal updates were given.

- b. SBHE Staff Advisor Report – Andy Wakeford reported on the following items from the State Board of High Education (SBHE).
 - i. SBHE Executive Session met to discuss contracts for campus presidents. All contracts were approved, with the exception of NDSU.
 - ii. Next SBHE Meeting: September 29th at UND; agenda will be available at <http://ndus.edu/board/agendas>.
 - iii. The Interim Higher Ed Committee will meet on August 18th & 19th at UND.
 - iv. The Legislative Assembly will convene starting August 2nd to discuss budget cuts.
- c. HRC – Lisa Braun reported that the HRC has not met since May. The next meeting is scheduled for the end of September at VCSU. Lisa will bring up the Prescription Drug Coverage questions/comments that are gathered from campuses.
- d. SBHE Task Forces
 - i. Shared Services – Diane Hillebrand (UND) reported no update.
 - ii. Tuition/Fees Model – Andy Wakeford (LRSC) reported that the committee will continue to meet and look at tuition waivers. The next meeting is August 4th.

VI. Business Agenda

- a. June Face-to-Face Meeting Wrap-up – Diane Hillebrand (UND) thanked Katie and WSC for hosting the Face-to-Face meeting.
- b. Senate President Reimbursement – Diane Hillebrand (UND) wanted to get the discussion started and to gather this feedback from other institutions. It was a general consensus that senate presidents currently do not receive any compensation or reimbursement for extra duties. Some institutions reported that their supervisors have allowed them to complete this work during office hours.

VII. Special Elections

- a. Communications Officer –
 - i. Lisa Braun (NDSCS) nominated Carin Kassa (NDSCS). Nomination accepted. Katie Peterson (WSC) moved to close nominations and cast a unanimous ballot for Carin Kassa. Motion carried.
- b. Vice President/President-Elect
 - i. Due to the Robert Heitkamp's (NDSCS) resignation, Katie Peterson (WSC) will become the ND SSS President. Discussion was held as to when Katie would take office. It was determined that Katie will take over as soon as Robert's position has been officially vacated.
 - ii. Diane Hillebrand (UND) nominated Ryan Brinkman (NDSU). Nomination was not accepted. Amber Flynn (UND) moved to table the Vice President/President-Elect election to the August meeting. Carin Kassa (NDSCS) seconded. Motion carried.
 - iii. Senators are to discuss this position with those Senators who were unable to attend the meeting and bring forth nominations at the August meeting.

VIII. Open Discussion

- a. Katie Peterson (WSC) mentioned that when you reply to messages sent to the listserv, it automatically gets sent to the entire listserv. Please be cognizant of this and remove the listserv address and enter the name of the person to whom you would like to reply.
- b. Amber Flynn (UND) stated that they are attempting to elect a COSE representative for UND. COSE will be taking a vote to see if it should be disbanded.
- c. Robert Heitkamp (NDSCS) gave an update on his meeting regarding Prescription Drug Coverage issues. Large corporations are taking advantage of consumers and pharmacies are getting hurt in the process. There is no checks and balances system or laws enacted to control what is going on. Bob stated that there will be upcoming meetings to discuss this and future lobbying to have laws put in place. He plans to continue working on this issue and will update as needed.

IX. Future Meetings

- a. Schedule for ND SSS Meetings – Katie Peterson (WSC) mentioned that it was discussed at the June Face-to-Face meeting that meetings would be the third Monday of each month at 2:30pm CT.
- b. Meeting is tentatively scheduled for August 15th at 2:30pm CT.

X. Adjournment

- a. The meeting adjourned at 3:26pm CT.

Respectfully submitted,

Laura Fetting
ND SSS Secretary 2016-17