



Meeting Minutes

July 10, 2017

The North Dakota State Staff Senate met on July 10, 2017 via ND IVN.

- I. Call to order
 - a. The meeting was called to order at 2:30pm CST on July 10, 2017 by ND State Staff Senate President Retha Mattern (BSC).
- II. Roll call
 - a. **Bismarck State College (BSC):** Retha Mattern
 - b. **Core Technology Services Office (CTSO):** Bradley Holcomb
 - c. **Dakota College Bottineau (DCB):** No one attending
 - d. **Dickinson State University (DSU):** Laura Fetting, Loretta Heidt, Krissy Kilwein
 - e. **Lake Region State College (LRSC):** Andy Wakeford
 - f. **Mayville State University (MaSU):** Misti Wuori, Rick Karboviak
 - g. **Minot State University (MiSU):** No one attending
 - h. **North Dakota State College of Science (NDSCS):** Lisa Braun, Bruce Woytassek
 - i. **North Dakota State University (NDSU):** Chad Lindberg, Diane Axness
 - j. **University of North Dakota (UND):** No one attending
 - k. **Valley City State University (VCSU):** No one attending
 - l. **Williston State College (WSC):** No one attending
 - m. **NDUS Representative:** Billie Jo Lorius
 - n. **HRC Representative (NDSCS):** Lisa Braun
 - o. **HRC Liaison:** (Absent)
 - p. **SBHE Representative (LRSC):** Andy Wakeford
- III. Approval of Agenda
 - a.
- IV. Approval of Minutes
 - a. The approval of the June 2017 meeting minutes will be at the next meeting, along with the July 2017 meeting minutes.
- V. Reports
 - a. Campus Updates – No verbal updates were given. Campus updates were shared prior to the meeting.
 - b. SBHE Staff Advisor Report – Andy Wakeford (LRSC) reported that the State Board of Higher Education (SBHE) met on Monday, June 26 (Retreat) and Tuesday, June 27 (Meeting). The next SBHE meeting is scheduled for September 28, 2017. The agenda will be available at <https://www.ndus.edu/board/agendas/>. Retreat planning focused on the consultants' study of the two-year campuses (Shared Services/Workforce Study), and expanding to other areas of the system to focus on other areas of greater efficiency. A committee was formed to look at articulation agreements (high school to colleges; two year to four year; etc.); shared services; common financial aid and application processes; and access to technical programs and meeting workforce needs. At the Tuesday, June 27 meeting,

Representative Rick Becker, Bismarck, spoke to the board; campus presidents' contracts were renewed and none of the college presidents nor the NDUS Chancellor received pay raises; new members were introduced, and more.

c. HRC – No Report

VI. Business Agenda

- a. June 2017 Face to Face meeting wrap up –Retha Mattern (BSC) shared an update from the Policy Goal Subcommittee. A timeline has been created and was shared by Retha to move forward on leave time flexibility for options beyond traditional class attendance.
 - i. Retha asked individual members to get feedback from their individual campuses by putting this issue on the agenda of the next local staff senate meeting, or emailing members for feedback if local staff senates are not meeting before September 11, 2017. Members are asked to have their feedback ready for the September 11, 2017, ND SSS meeting. The question to get feedback is, “What time and flexibility issues would you like to see (if you had a wish list)?”
 - ii. The subcommittee would like results to be shared at the September 28, 2017, SBHE meeting for feedback only (not a vote). This is to look at concerns, feasibility, etc., with policy suggestions.
 - iii. The subcommittee then would take this feedback and ideas back and have a refined policy (policies) by November 13, 2017.
 - iv. Then have policies approved by local campuses in January/February 2018. The end goal is to get a final policy to the SBHE in Spring 2018.
 - v. Retha stressed the need for members to discuss this issue at local staff senate meetings and to have them understand the timeframe for feedback. Providing feedback by September is important due to the timeframe established.
- b. Listserv Updates-Let Michael Linnell (MiSU) know if NDSSS members have changed for the listserv for the 2017-18 year.

VII. Open Discussion – Get campus updates for July and August 2017 to Misti Wuori (MaSU).

VIII. Future Meetings

- a. Next meeting – Discussion was held and there will not be a meeting in August. The next meeting will be held September 11, 2017, from 2:30-4:00 CST. There will be an update provided in August on the Policy Goal Subcommittee's work.

IX. Adjournment

- a. Motion to adjourn: Lisa Braun (NDSCS); Krissy Kilwein (DSU) second. The meeting adjourned at 3:25pm CST.

Respectfully submitted,

Misti Wuori
ND SSS Secretary 2017-18