



The North Dakota State Staff Senate met on July 9, 2018 via ND IVN.

- I. Call to order
  - a. The meeting was called to order at 2:33pm CST on July 9, 2018 by ND State Staff Senate President Cole Krueger (MiSU).
- II. Roll call
  - a. **Bismarck State College (BSC):** Norm Betland, Retha Mattern
  - b. **Core Technology Services Office (CTSO):** Robert Azure, Crystal Tangsrud
  - c. **Dakota College Bottineau (DCB):** (Absent)
  - d. **Dickinson State University (DSU):** Laura Fetting
  - e. **Lake Region State College (LRSC):** (Absent)
  - f. **Mayville State University (MaSU):** Susan Cordahl, Misti Wuori
  - g. **Minot State University (MiSU):** Cole Krueger, Michael Linnell, Mindy Rudnick
  - h. **North Dakota State College of Science (NDSCS):** Bruce Woytassek
  - i. **North Dakota State University (NDSU):** Naomi Kosen, Megan Ramsett
  - j. **University of North Dakota (UND):** Tyler Clauson
  - k. **Valley City State University (VCSU):** (Absent)
  - l. **Williston State College (WSC):** (Absent)
  - m. **NDUS Representative:** (Absent)
  - n. **HRC Representative (NDSCS):** (Absent)
  - o. **HRC Liaison:** (Absent)
  - p. **SBHE Representative (LRSC):** Andy Wakeford
- III. Approval of Agenda
  - a. A motion to approve the agenda was made by Retha Mattern (BSC) and seconded by Megan Ramsett (NDSU). Following a roll call vote, motion carried, agenda approved as is.
- IV. Approval of Minutes
  - a. A motion to approve the minutes was made by Retha Mattern (BSC) and seconded by Tyler Clauson (UND). Following a roll call vote, motion carried, minutes approved as is.
- V. Reports
  - a. Campus Updates – No verbal updates were given.
  - b. SBHE Staff Advisor Report – Andy Wakeford (LRSC) reported that the State Board of Higher Education (SBHE) met on June 26<sup>th</sup> and 27<sup>th</sup> for the board retreat and meeting. At the retreat, they had a presentation on innovation. The SBHE meeting discussed the budget request proposal for the upcoming biennium. A request was made for a salary increase of up to 4%. Outgoing board members were recognized. Andy will send out the link to the budget request presentation. Cole Krueger (MiSU) noted that the Black Friday Taskforce was brought up to the SBHE and was well received by Chair Don Morton. The next SBHE meeting is scheduled for August 23<sup>rd</sup>. The agenda will be available at <http://ndus.edu/board/agenda/>.
  - c. HRC – There was no update from the HRC representative.
- VI. Business Agenda – Goal Updates
  - a. Survey Taskforce – Michael Linnell (MiSU) reported that the taskforce is working on getting a meeting time set up. He is looking into the logistics and setting up a timeline for the taskforce.

- b. Legislative Taskforce – Retha Mattern (BSC) reported that the taskforce has not yet met and will not have much to report on until around November. In the past, the taskforce worked with Lisa Feldner from the system office. Retha updated on how Lisa assisted the taskforce in the past with guidance on the bills that pertained to the NDUS.
- c. Black Friday Taskforce – Tyler Clauson (UND) reported that the taskforce has not yet met. They are planning to meet in the next month.
- d. Rest of the year meeting dates – Cole Krueger (MiSU) discussed the 2018-19 meeting dates. Meetings will be set for the second Monday of each month with the exception of November, which will be held on the second Tuesday due to the holiday. Crystal Tangsrud (CTSO) will send out calendar invites for the upcoming meetings. Follow up with your campus IVN Coordinators if you don't see your school's name/location listed in the invite.

VII. Open Discussion – Cole Krueger (MiSU) mentioned that MiSU had a guest speaker on time management and customer service. They had a good turnout. Tyler Clauson (UND) noted that the UND Staff Senate discussed what some of the other staff senates across the NDUS do for recognition and stand out initiatives. In order to better understand what others across the NDUS do on their senates, it was requested that each institution do a presentation at an NDSSS meeting. This is something that was done in the past and could be brought back. UND will present at the August meeting and other campuses will be able to sign up for a month to present. Tyler Clauson (UND) asked if another senates do an annual report on their activities and attendance each year. Discussion was held and noted that UND and NDSU both have their reports posted on their websites.

VIII. Future Meetings

- a. The next meeting will be held on August 13, 2018, from 2:30-4:00pm CST.

IX. Adjournment

- a. The meeting adjourned at 3:25pm CST.

Respectfully submitted,

Laura Fetting (DSU)  
ND SSS Secretary 2018-19