



The North Dakota State Staff Senate met on May 11, 2020 via ND IVN.

- I. Call to order
  - a. The meeting was called to order at 2:30pm CT on May 11, 2020 by ND State Staff Senate President Misti Wuori.
- II. Roll call
  - a. **Bismarck State College (BSC):** Retha Mattern, Mindy Sturn
  - b. **Core Technology Services Office (CTSO):** Doug Osowski, Crystal Tangsrud
  - c. **Dakota College Bottineau (DCB):** Heidi Hauf
  - d. **Dickinson State University (DSU):** Laura Fetting, Josh Nichols
  - e. **Lake Region State College (LRSC):** Carla Freschette, Cathleen Ruch, Andy Wakeford
  - f. **Mayville State University (MaSU):** Alissa Perkins, 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):** Al Bernardo, April Helgaas
  - j. **University of North Dakota (UND):** Tyler Clauson, Whitney Maine, Brian Schill, Megan Wasylow
  - k. **Valley City State University (VCSU):** Lacey Udem
  - l. **Williston State College (WSC):** Megan Kasner, Kristina Kitchens
  - m. **NDUS Representative:** (Absent)
  - n. **HRC Representative ( ):**
  - o. **HRC Liaison:** (Absent)
  - p. **SBHE Representative ( ):**
- III. Approval of Agenda
  - a. A motion to approve the agenda was made by Mike Linnell (MiSU) and seconded by Tyler Clauson (UND). Following a vote, motion carried, agenda approved as is.
- IV. Approval of Minutes
  - a. A motion to approve the minutes was made by April Helgaas (NDSU) and seconded by ML (MiSU). Following a vote, motion carried, minutes approved as is.
- V. Reports
  - a. Campus Updates – Send to Laura Fetting (DSU) by May 22<sup>nd</sup>.
  - b. SBHE Staff Advisor Report – Retha Mattern (BSC) reported that the State Board of Higher Education (SBHE) met on April 29<sup>th</sup> via conference call. Discussion was held regarding opening campuses; this information was disseminated via email to the NDUS Listserv. Policy updates were voted on for first read. Danita Bye has been appointed to the SBHE by Governor Burgum. The next SBHE meeting is scheduled for May 29<sup>th</sup>. The agenda will be available at <https://ndus.edu/state-board-of-higher-education/agendas-minutes-videos/>.
  - c. HRC – Carla Freschette (LRSC) reported that the HRC met on May 5<sup>th</sup>. Discussion held on campus furloughs and leave. Returning to campus was also discussed. Changes in the workplace upon return (masks, sneeze guards, cleaning supplies, etc.) was discussed.
- VI. Business Agenda –
  - a. June Face-to-Face Meeting Planning – BSC is not hosting on campus events in June. Meeting will have to be postponed until a later date, possibly September. June meeting will be held via IVN to do regular annual planning (elections, planning, etc.).
  - b. Staff Concerns with COVID-19 and related actions – Discussion was held regarding campus furloughs and the reopening of campuses.
  - c. Goal Updates from Taskforce Chairs
    - i. NDSSS Website updates – Crystal Tangsrud (CTSO) gave an update on the website status and overview of what will be loaded onto the new website.

VII. Open Discussion –

- a. Individuals should look at the officer positions prior to the June meeting. Open positions include, VP, HRC Rep, Secretary, Communications Officer. Nominations and voting will take place at the June meeting.
- b. Check out the NDUS website for necessary campus information updates.

VIII. Future Meetings

- a. The next meeting will be held on June 22, 2020, from 2:30-4:00pm CST. Send agenda items to President Misti Wuori (MaSU).

IX. Adjournment

- a. The meeting adjourned at 3:50pm CST.

Respectfully submitted,

Laura Fetting (DSU)  
ND SSS Secretary 2019-20