



**March 24, 2014 Meeting Minutes**

The North Dakota State Staff Senate met on March 24, 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):** Carla Sivesind;
- Dakota College Bottineau (DCB):**
- Dickinson State University (DSU):** Krissy Kilwein, Kathleen Obritsch, Josh Nichols;
- Lake Region State College (LRSC):** Andy Wakeford, Erin Wood;
- Mayville State University (MaSU):** John Peterson, Sarah Olson, Sheena Moe;
- Minot State University (MiSU):** Derek Van Dyke, Aaron Hughes, Linda Benson;
- North Dakota State College of Science (NDSCS):** Keri Kava;
- North Dakota State University (NDSU):** Wendy Gibson, Daniel Erickson;
- University of North Dakota (UND):** Patricia Young, Sharley Kurtz, Diane Hillebrand, Kristi Swartz;
- Valley City State University (VCSU):** Rick Clark, Jan Drake, Emma Tufte;
- Williston State College (WSC):**
- CTSO:** Laura Glatt;

**SBHE Board Member:**

**Additions to agenda:**

**Agenda:** Approved

**Minutes:** UND motion to approve, NDSU 2<sup>nd</sup>

Approval of Minutes	Yes	No
BSC		
CTSO		
DCB		
DSU		
LRSC	x	
MaSU	x	
MiSU	x	
NDSCS	x	
NDSU	x	
UND	x	
VCSU	x	

WSU		
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Motion carried

**Campus Updates:** The campus updates were distributed by email.

**Chancellor’s Report:** No report.

**SBHE Report-Staff Senate Board Member Report:**

**a. Update:** Swartz stated to look at the budget guidelines and tuition increases. Linda (Minot) asked if there would be any discussion on pathways at the SBHE meeting. Glatt (CTSO) said no there would not.

**b. Review SBHE Agenda:** Swartz - If you see anything on the agenda that you have questions or in-put on please let Hoffarth know. The meetings are live streamed for all to view. Please review the agenda prior to our NDSSS meetings for discussion during the meeting. The agenda can be found on the website at: <http://www.ndus.edu/board/agendas/>

**Old Business:**

**a. Bylaws Committee Update:** No new information is available so Swartz put forth to table until the next meeting.

Table Bylaws Committee Update	Yes	No
BSC	x	
CTSO		
DCB		
DSU	x	
LRSC	x	
MaSU	x	
MiSU	x	
NDSCS	x	
NDSU	x	
UND	x	
VCSU	x	
WSU		

**b. Tuition Waiver Taskforce:** Nichols (DSU) No new information. Glatt (CTSO) Chancellor Skogen will contact Hoffarth regarding this. A memo has been finalized and will go out soon.

**c. November Statewide Vote on SBHE/Chancellor:** Swartz stated to keep this on our radar. Hillebrand (UND) asked if they had been distributed by everyone. Sivesind (BSC) Their senate meeting was postponed until tomorrow but it should be on the agenda.

**New Business:**

- a. HRC March 11/12 Meeting Update:** Sivesind (BSC) noted 3 things
- Affordable Care – How does this affect part-time students, graduate assistants, and adjuncts? More information is needed from BCBS to answer this question

- Retirement Plan Oversight Committee – We have 2 staff members representing NDUS staff on the committee. The purpose is to look at retirement participant needs. Will get an update next month.
- Title IX and Clery Act discussion on sexual misconduct regarding staff and students.

**Future Meetings:**

**a. Monday, April 21 @ 3:00 CST via IVN:**

**b. Tuesday, June 24, 2014, yearly face to face meeting in Valley City – Update:** Tufte (VCSU) Please register for the event so they can get the food count. Also gather your successes and things that have not worked to share with others.

May meeting is scheduled on Memorial Day so should we have the meeting or skip it. Swartz will set up the meeting and we will see what everyone decides.

**Open Discussion:** Hillebrand (UND) look at the document that was sent out regarding the November vote on SBHE/Chancellor. Would senators want more of a postcard handout identifying what we have now and what it would look like if it change? Benson (MiSU) – this information was put together by the Public Affairs Council. Benson will pass on this information and see what they say.

**Adjournment:** Meeting adjourned at 3:45 PM CST