



The North Dakota State Staff Senate met on November 12, 2019 via ND IVN.

- I. Call to order
 - a. The meeting was called to order at 2:30pm CT on November 12, 2019 by ND State Staff Senate President Misti Wuori.
- II. Roll call
 - a. **Bismarck State College (BSC):** Retha Mattern, Jessie Meckle, Mindy Sturn
 - b. **Core Technology Services Office (CTSO):** Michelle Kupich, Doug Osowski, Crystal Tangsrud
 - c. **Dakota College Bottineau (DCB):** Heidi Hall
 - d. **Dickinson State University (DSU):** Laura Fetting
 - e. **Lake Region State College (LRSC):** Cathleen Ruch, Andy Wakeford
 - f. **Mayville State University (MaSU):** Susan Cordahl, 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):** Wendy Baumann, Megan Bouret, April Helgaas
 - j. **University of North Dakota (UND):** Tyler Clauson
 - k. **Valley City State University (VCSU):** Benjamin Ferguson
 - l. **Williston State College (WSC):** Megan Kasner, Kristina Kitchens
 - m. **NDUS Representative:** Jane Grinde (guest)
 - n. **HRC Representative (LRSC):** Absent
 - o. **HRC Liaison:** (Absent)
 - p. **SBHE Representative (BSC):** Retha Mattern
- III. Approval of Agenda
 - a. A motion to approve the agenda was made by Susan Cordahl (MaSU) and seconded by Alissa Perkins (MaSU). Following a vote, motion carried, agenda approved as is.
- IV. Approval of Minutes
 - a. A motion to approve the minutes was made by Doug Osowski (CTSO) and seconded by Mindy Rudnick (BSC). Following a vote, motion carried, minutes approved as is.
- V. Reports
 - a. Campus Updates – Send campus updates to Laura Fetting (DSU) by Wednesday, November 27th, so they can be distributed to the NDSSS and SBHE prior to the next SBHE meeting on December 3rd.
 - b. SBHE Staff Advisor Report – Retha Mattern (BSC) reported that the State Board of Higher Education (SBHE) met on October 24th via conference call. Discussion was held on the Political Activities Policy . The policy is moving the student portions to a different student policy. The SBHE discussed changing presidential contracts from 3 years to 5 years. This was voted down 5 to 1 with concerns from staff, faculty, and students. A change in language in the contracts was voted down 4 to 2. The UND Presidential search is underway and they are interviewing 6 applicants and will recommend 3 or 4 to the SHBE for consideration. On November 14th, there will be a special meeting of the SBHE to name the Interim President for DSU. There was discussion regarding the Friday after Thanksgiving. This will be looked at with the legislature to look at possibly offering the day as a holiday. There will be further discussion on the topic in the future. The next SBHE meeting is scheduled for December 3rd. The agenda will be available at <http://ndus.edu/board/agenda/>.

- i. FMLA Policy update- Jane Grinde (NDUS) discussed the background of the FMLA policy update and where it is at now. A suggestion was made at the September SBHE meeting to consider adding a conserved leave balance. The Human Resource Council (HRC) discussed and decided to not recommend a conserved balance. Academic and Student Affairs Councils proposed a resolution to have a preserved balance added to the policy. The AAC decided to table the discussion until the next meeting. The HRC is planning to discuss further at their December meeting. A recommendation was made for the NDSSS representatives to go to their HRC and Administrative Affairs representatives to discuss the matter.
- c. HRC – Carla Freschette (LRSC) – No update.

VI. Business Agenda –

- a. Governor Burgum’s Email Distribution – Andy Wakeford (LRSC) gave an update that he has reached out to the Governor’s Office to request the distribution be changed and is waiting for a response. Michael Linnell (MiSU) will follow up, as well.
- b. Goal Updates
 - i. Survey Taskforce – No report.
 - ii. Legislative Taskforce- Andy Wakeford (LRSC) reported that the Interim Higher Education Committee met and discussed TrainND and the Higher Ed Funding Formula. Andy will send further information to the NDSSS listserv.
 - iii. Friday After Thanksgiving Taskforce – No update.
 - iv. NDSSS Website Taskforce – Crystal Tangsrud (CTSO) reported that the website is being created by CTS and the Taskforce will be meeting in the next week or so to get started.
 - v. Budget and Professional Development Taskforce – Laura Fetting (DSU) reported that the taskforce is looking to gather information from each campus regarding their plans for professional development in the spring semester. This information will be compiled and shared with the NDSSS to find areas where campuses could coordinate and possibly collaborate. Laura will send an email to the listserv requesting this information.

VII. Open Discussion –

- a. Andy Wakeford (LRSC) mentioned that the Campus Solutions system has had slow response times lately. Andy asked if anyone else has experienced these issues and how they are being handled. Crystal Tangsrud (CTSO) commented that CTS has been handling tickets for the issue and are aware of the slowness/downtime. CTS is working with the vendor to come up with a solution to resolve the issue.
- b. April Helgaas (NDSU) asked if any other campus senates have a member from administration that attends their meetings. A few campuses responded that they have representation by administration.

VIII. Future Meetings

- a. The next meeting will be held on December 9th, from 2:30-4:00pm CST. Send agenda items to President Misti Wuori (MaSU).

IX. Adjournment

- a. The meeting adjourned at 3:30pm CST.

Respectfully submitted,

Laura Fetting (DSU)
ND SSS Secretary 2018-19