

**North Dakota University System Staff Senate Meeting
September 28 & October 27, 2011 Meeting Minutes**

The North Dakota University System Staff Senate met on September 28, 2011 on IVN.

Schools present:

Bismarck State College (BSC): Scott Helphrey;
Dakota College Bottineau (DCB): Tracy Chisholm and Loretta Forsberg;
Dickinson State University (DSU): Anthony Willer;
Lake Region State College (LRSC): Annette Schmid;
Mayville State University (MaSU): Susan Cordahl;
Minot State University (MiSU): Linda Benson and Anton Huether;
North Dakota State College of Science (NDSCS): Aaron Berg;
North Dakota State University (NDSU): Kelly Bisek and LaDonna DeGeldere;
University of North Dakota (UND): Janice Hoffarth, Kristi Swartz, and Patricia Young;
Valley City State University (VCSU): Jan Drake, Emma Tufte, and Rick Clark;
Williston State College (WSC): Rita Ann Deichert and James Foertsch.

Schools Absent: None

Human Resource Council representative: Diane Nelson, UND

NDUS Staff Senate President Aaron Berg called the meeting to order at 3:00 p.m.

Campus Updates: The campuses provided updates. See attached.

Approval of June 14, 2011 Minutes

Motion by LaDonna DeGeldere, NDSU to approve minutes. Second by Rick Clark, VCSU. Motion carried.

Staff Senate Board Member Report: Janice Hoffarth reported that she attended her first SBHE meeting in Dickinson. Thank you to Anthony Willer (DSU) and Scott Helphrey (BSC) for their support. John Girard has a facebook page with updated information on the SBHE meetings that Janice suggested following for updates. Council of College Facilities also supports the resolution for tuition waivers. Anthony Willer (DSU) said that at the meeting there was a lot of respect for Janice and she did a great job representing SSS.

Old Business

1. Constitution Bylaw Ratification
Changes in name in section 5 and adding board member to list of officers. Janice will distribute to listserv.
2. Tuition Waiver Survey/Resolution

The survey has 1429 respondents and is 40 pages long. It is 12.2% of total ND staff employees.

Kelly Bisek (NDSU) mentioned that he felt that the only responses that we will probably be receiving at the individuals who are for the tuition waiver.

Anthony Willer (DSU) asked about a closing date for the survey.

Meeting ended at 3:50 pm due to IVN disconnect.

Meeting reconvened on October 28, 2011 at 11:00.

Schools Present:

Bismarck State College (BSC): Scott Helphrey, Carla Sivesind, and Sara Vollmer;
Dakota College Bottineau (DCB): Tracy Chisholm;
Dickinson State University (DSU): Heidi Larson and Anthony Willer;
Lake Region State College (LRSC): Annette Schmid;
Mayville State University (MaSU): Susan Cordahl;
Minot State University (MiSU): Linda Benson, Anton Huether, and Nathan Anderson;
North Dakota State College of Science (NDSCS): Aaron Berg;
North Dakota State University (NDSU): Kelly Bisek and LaDonna DeGeldere;
University of North Dakota (UND): Janice Hoffarth, Kristi Swartz, Loren Liepold and Cindy Rerick;
Valley City State University (VCSU): Rick Clark;
Williston State College (WSC): Not Present.

Old Business (cont.)

1. Tuition Waiver Survey/Resolution

Janice Hoffarth (UND) gave an update on UND's recent meeting with Provost LaBel. Thanks to LaDonna DeGeldere (NDSU) who supplied Janice with a cost estimate of about \$10,000 last year of employees who had used the online tuition waiver at NDSU. UND's Provost was taking that information back to the VPFO. SBHE meets on November 17th in Valley City and will be looking for an update.

Anthony Willer (DSU) sent out the updated survey results to the listserv. We now have 1743 responses.

Aaron Berg (NDSCS) reported that John Girard and himself had been corresponding and that most faculty will not be responding to the survey due to faculty having their doctorate degrees.

Janice Hoffarth (UND) reported that she felt we should take the resolution and ask the SBHE to investigate the policy and find out how we can work with them. Anthony Willer (DSU), who had help with the Dickinson resolution, agreed to work with Janice to rewrite the resolution and present it to the SSS via email the first week of November so Aaron Berg can present it at the SBHE meeting on November 17th in Valley City. All campuses except Williston, who was not present, were in favor of proceeding.

The survey will be sent out to all state employees again with a closing date of November 4th, 2011.

Aaron Berg (NDSCS) will also present the final resolution to the Council of College Facilities for their signed approval.

New Business

1. Funding Model

Janice Hoffarth reported the Legislative committee will be meeting next Thursday and Friday to discuss the statewide funding models. She explained the straight line funding model, where there are no lab fees and everyone pays the same across the board and also the retention model, where a college is paid on their graduates and students who stay in the area. If anyone has any questions or concerns please contact Janice.

2. Chancellors Cabinet Representative Attendance

It was decided that attendance was not necessary but the SSS agenda will be provided to the Chancellor's Cabinet Representative in a timely manner so if feedback is needed they can offer it before the meeting time.

3. Chancellor Search Committee

Aaron Berg (NDSCS) reported that the committee met two weeks ago in Bismarck. Majority of the discussion was on the job description of the Chancellor. The chair of the committee, Grant Shaff, is sending out the history of 304.1 policy to the committee so they can decide on the job description. Anyone having any advice to give Aaron please feel free to contact him.

4. Compensation Report for SBHE Budget Representation

Carla Sivesind (BSC), Aaron Berg (NDSCS), and Janice Hoffarth (UND) will be representing SSS.

Future Meetings

Doodle

Scott Helpfrey (BSC) reported that when Minot and Mayville, who are on separate emailing systems, federate their systems we will be able to schedule through our Outlook or BPOS system. Until then we will be using Doodle – Kristi will send out the next meeting Doodle for the first week of December.

Open Discussion

Linda Benson (MiSU) gave us a heads up that they are working with officials to help state flood impacted people.

Janice Hoffarth (UND) gave kudos to all Dickinson staff in showing their dedication to their University during this time.

Cindy Rerick will update the listserv with any new members and remove old ones when requested by the staff senates.