

**North Dakota State Staff Senate
September 23, 2013 Meeting Minutes**

The North Dakota State Staff Senate met on September 23, 2013 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, Mike Hardy;

Dakota College Bottineau (DCB):

Dickinson State University (DSU): Josh Nichols, Krissy Kilwein;

Lake Region State College (LRSC): Andy Wakeford, Nicole Lundquist, Patricia Wallace;

Mayville State University (MaSU): John Peterson, Sheena Moe;

Minot State University (MiSU): Linda Benson;

North Dakota State College of Science (NDSCS): Melissa Friday;

North Dakota State University (NDSU): Laura Dallmann, Kelley Bisek, Daniel Erickson;

University of North Dakota (UND): Janice Hoffarth, Patricia Young, Sharley Kurtz, Diane Hillebrand, Kristi Swartz, Joy Johnson (HR);

Valley City State University (VCSU): Emma Tufte, Rick Clark;

Williston State College (WSC): Katie Peterson;

SBHE Board Member: Janice Hoffarth

Agenda: UND motion to approve, Minot seconded. Motion carried.

Minutes: There was a misspelled name and a typo on page 4. Bismarck moved to approve the June 18 minutes as distributed. Mayville seconded. Motion carried.

Campus Updates: The campus updates were distributed by email.

Presidents Report: Swartz stated that an old NDSSS constitution and bylaws was used when conducting elections in June. In June 2011 the position of parliamentarian was taken out of the constitution. Should we add this position back in or change the election? Dickinson stated that Anthony (parliamentarian) would not be able to attend all of the meetings due to work conflicts and so if we do keep it in we would need to elect someone else. Bismarck stated the position was not needed.

2 motions are on the floor; 1 to approve election as is and keep the position of parliamentarian, 2 is to void the election of the parliamentarian only.

Bismarck made the motion to void the election. NDSU seconded.

Discussion: Would this motion void the entire election? It would only void the parliamentarian.

VCSU motioned to change the motion to void the election of the parliamentarian. Bismarck accepted the friendly amendment and NDSU seconded. Motion carried.

SBHE Report:

a. Update: Last week the chancellor interviews were held with 2 candidates, Skogen & Gettle. Skogen is very academically focused while Gettle focus is more on business and management. The new chancellor will be chosen on Wednesday and Janice would like input from staff prior to the meeting on Wednesday.

b. Review SBHE Agenda: Janice requested we all review the sbhe agenda prior to our meetings so we can discuss the items and offer feedback to Janice when she attends the meetings. The agenda can be found on the website at: <http://www.ndus.edu/board/agendas/>

Janice will bring up the 5% pay increase for NDUS office employees.

Pathways is moving ahead, still plan on 2014 for implementation. UND mentioned the difficulties for high school counselors to figure out the right path for students based on current records due to the changes. This information needs to get to the high schools so students can plan for their future.

UND discussed tuition waiver task force –it is on hold right now. We do not know where things are on this and will not know until pathways is completed. Much depends on the issue with self-supporting online courses. DSU stated this has been on the back burner for a long time, can we approve one of the 3 original plans so we have it in place for when we do get to it? Janice will take it to the SBHE. NDSCS argued the where the funding comes from needs to be approved by all the schools. Janice noted that the SBHE supports staff taking classes from any school, the issue is with who will bear the brunt of the cost. If we are willing to support a model, the 33/33/33 where each school and the staff member share equal cost, Janice will take it to the board. DSU made a motion to support and UND seconded. NDSCS not willing to approve for her campus as she does not want her staff to bear the burden of paying for classes when they do not have to now. DSU the 3-way split is only for self-supporting classes not for other classes. VCSU made a motion to table the discussion until we have the options in front of us. NDSU seconded. Kristi will see what information is available from our discussions for the next meeting.

Vote to table the motion	Yes	No
BSC	x	
DCB		
DSU		x
LRSC	x	
MaSU	x	
MiSU	x	
NDSCS	x	
NDSU	x	
UND	x	
VCSU	x	
WSU	x	

Motion carried.

Janice will notify the SBHE that there is ongoing discussion about this.

Janice reminded all to look at the agenda items for the next SBHE meeting for discussion at our next NDSSS meeting. Please read and send comments to Janice.

Old Business:

a. NDSSS Website Content: The website has been updated. Please send updates about elections of presidents to Krissy. Check out the content to make sure links are correct and officer lists are correct. Access to

the website is through NDUS.edu, select North Dakota University System at the top of the page, select campus councils on left, then ND State Staff Senate on the left.

b. Staff Representative for NDUS/SITS: Skogen has given approval for NDUS/SITS staff to create their own Staff Senate and an email has been sent to current NDUS/SITS staff.

c. NDSSS Name update & Executive Committee added to Bylaws: This was an issue last spring. It was not in the bylaws for the executive committee to be able to meet and take care of business until the next full meeting. Sometimes we need to meet more often and allowing the executive committee to do this relieves the burden on everyone trying to find a time to meet.

Vote allow exec committee to meet between full meetings to take care of business	Yes	No
BSC	x	
DCB		
DSU	x	
LRSC	x	
MaSU	x	
MiSU	x	
NDSCS	x	
NDSU	x	
UND	x	
VCSU	x	
WSU		

d. HR/Payroll Task Force Update: No report

e. Tuition Waiver Task Force: Discussed earlier. See notes above.

f. Updates on Pathways: Discussed earlier. See notes above.

Questions: BSC – Need to put HRC on the next agenda. They met in September in Minot and there are some changes with the flexible service providers that will affect some schools.

New Business

Future Meetings: Valley City State University will hold the June meeting next year. SBHE is not meeting in October, should we still meet? It was agreed to meet next month. Janice will be in Bismarck Tues, Wed and Thurs this week and is willing to meet with senates if they want.

Open Discussion:

Adjournment: UND motion to adjourn meeting, second by NDSU. Motion carried. Meeting adjourned at 4:20 PM CST