



The North Dakota State Staff Senate met on September 10, 2018 via ND IVN.

- I. Call to order
 - a. The meeting was called to order at 2:33pm CST on September 10, 2018 by ND State Staff Senate Vice President Misti Wuori (MaSU).
- 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):** Hattie Albertson
 - d. **Dickinson State University (DSU):** Johnna Douthit, Laura Fetting, Josh Nichols
 - e. **Lake Region State College (LRSC):** Cathleen Ruch
 - f. **Mayville State University (MaSU):** Susan Cordahl, Rick Karboviak, Misti Wuori
 - g. **Minot State University (MiSU):** Michael Linnell, Kowan O'Keefe
 - h. **North Dakota State College of Science (NDSCS):** Alissa Sherven, Bruce Woytassek
 - i. **North Dakota State University (NDSU):** April Helgaas, Naomi Kosen
 - j. **University of North Dakota (UND):** Tyler Clauson, Jeremy Malheim, Pam Shea
 - k. **Valley City State University (VCSU):** Kari Bodine
 - l. **Williston State College (WSC):** Amy Armstrong
 - m. **NDUS Representative:** (Absent)
 - n. **HRC Representative (NDSCS):** (Absent)
 - o. **HRC Liaison:** (Absent)
 - p. **SBHE Representative (LRSC):** Andy Wakeford
- III. Approval of Agenda
 - a. A motion to approve the agenda was made by Amy Armstrong (WSC) and seconded by Michael Linnell (MiSU). Following a roll call vote, motion carried, agenda approved as is.
- IV. Approval of Minutes
 - a. A motion to approve the minutes was made by Mindy Sturn (BSC) and seconded by Susan Cordahl (MaSU). Following a roll call vote, motion carried, minutes approved as is.
- V. Reports
 - a. Campus Updates – No verbal updates were given. Send updates for September to Laura Fetting (DSU) by Friday, September 21st.
 - b. SBHE Staff Advisor Report – Andy Wakeford (LRSC) reported that the State Board of Higher Education (SBHE) will meet next on September 27th at VCSU where they will be conducting Presidential interviews. On September 26th, there will be a joint boards meeting between SBHE, DPI, and ESPB in Bismarck. There was discussion about an article in the Grand Forks Herald discussing pay raises for NDUS employees. The Higher Education Task Force will be meeting on September 28th. The next SBHE meeting is scheduled for September 27th. The agenda will be available at <http://ndus.edu/board/agenda/>.
 - c. HRC – The committee has formed a special committee to look into the current FMLA policy and updating it.
- VI. Business Agenda –
 - a. Minot State Staff Senate Presentation – MiSU Staff Senate President Kowan O'Keefe. MiSU Staff Senate is comprised of 22 senators out of 220 total staff members. Kowan discussed some of the highlights from the last year and where they are going in the future. MiSU Staff Senate hosts events throughout the year, ranging from the Fall Kickoff for all employees to

the monthly High 5 award to recognize staff members. MiSU Staff Senate just finalized a Staff Emeritus Policy and grandfathered 80+ retired employees.

- i. Determining October Institution Presentation – Vice President Wuori (MaSU) mentioned that NDSU will be presenting in October. If your campus would like to present in November (or other future meetings) let President Cole Krueger know which month you would like to present.
- b. Goal Updates
 - i. Survey Taskforce – Michael Linnell (MiSU) reported that the taskforce has not yet met. They are working on setting up their first meeting.
 - ii. Legislative Taskforce- Retha Mattern (BSC) reported that she has reached out to the system office to request someone meet with the group. The taskforce will meet closer to the time of the legislative session.
 - iii. Friday After Thanksgiving Taskforce – Tyler Clauson (UND) requested that individual campuses send an email to the NDUS Staff Senate Listserv stating their position on the idea by Monday, September 17th. The taskforce will draft a letter to the SBHE once all campuses have responded. It was suggested that President Cole Krueger (MiSU) present this to the SBHE.
- VII. Open Discussion – Crystal Tangsrud (CTSO) requested that you send updates for the Listserv to her. Andy Wakeford (LRSC) would like to meet with individual campuses across the state. Please put Andy in contact with your campus senate’s president to arrange a date/time to meet.
- VIII. Future Meetings
 - a. The next meeting will be held on October 8, 2018, from 2:30-4:00pm CST. Send agenda items to President Cole Krueger (MiSU).
- IX. Adjournment
 - a. The meeting adjourned at 3:42pm CST.

Respectfully submitted,

Laura Fetting (DSU)
ND SSS Secretary 2018-19