



The North Dakota State Staff Senate met on July 13, 2020 via ND IVN.

- I. Call to order
 - a. The meeting was called to order at 2:31pm CT on July 13, 2020 by ND State Staff Senate President Michael Linnell.
- II. Roll call
 - a. **Bismarck State College (BSC):** Ashley Mattson, Laurie Niblick, Courtney Reiswig, Kara Welk
 - b. **Core Technology Services Office (CTSO):** Benjamin Ford, Crystal Tangsrud
 - c. **Dakota College Bottineau (DCB):** Heidi Hauf, JaLee Lynnes
 - d. **Dickinson State University (DSU):** Laura Fetting, Josh Nichols
 - e. **Lake Region State College (LRSC):** Cathleen Ruch, Andy Wakeford
 - f. **Mayville State University (MaSU):** Ashley Kulland, Alissa Perkins, Misti Wuori
 - g. **Minot State University (MiSU):** Michael Linnell
 - h. **North Dakota State College of Science (NDSCS):** (Absent)
 - i. **North Dakota State University (NDSU):** Al Bernardo
 - j. **University of North Dakota (UND):** Tyler Clauson, Brian Schill, Megan Wasylow
 - k. **Valley City State University (VCSU):** (Absent)
 - l. **Williston State College (WSC):** Megan Kasner
 - m. **NDUS Representative:** (Absent)
 - n. **HRC Representative (MaSU):** Alissa Perkins
 - o. **HRC Liaison:** (Absent)
 - p. **SBHE Representative (BSC):** (Absent)
- III. Approval of Agenda
 - a. The agenda was approved by unanimous consent.
- IV. Approval of Minutes
 - a. A motion to approve the minutes was made by Megan Wasylow (UND) and seconded by Al Bernardo (NDSU). Following a vote, motion carried, minutes approved as is.
- V. Reports
 - a. Campus Updates – Laura Fetting (DSU) gave an overview of what campus updates should include. Updates for July can be sent to Laura by Monday, July 20th.
 - b. SBHE Staff Advisor Report – No update provided. The next SBHE meeting is scheduled for July 23rd. The agenda will be available at <http://ndus.edu/board/agenda/>.
 - c. HRC – Alissa Perkins (MaSU) reported that the HRC met on July 7th. Items discussed include Title IX policy changes which go into effect August 14th; Admin Affairs asked to waive leave certain policies due to COVID-19; working campuses looking for guidelines regarding requests to continue working remotely.
- VI. Business Agenda –
 - a. Taskforce Chair Updates
 - i. NDSSS Website: Crystal Tangsrud – No major changes have been made yet. The committee needs to post old/archived minutes;
 1. Discussion on URL – NDUS.edu domain is free to use from the NDUS; ideas for URL were discussed: sss.ndus.edu, ndusstaffsenate.ndus.edu, staffsenate.ndus.edu – Josh Nichols (DSU) made a motion to use

staffsenate.ndus.edu. Cathleen Ruch (LRSC) seconded. Following a vote, motion carried, URL is approved as staffsenate.ndus.edu.

- b. 2020-2021 ND State Staff Senate Goals
 - i. New Staff Senate Goals and Committee Formation
 - 1. Suggested item: Legislative Taskforce – Michael Linnell (MiSU) will reach out to Retha Mattern (BSC) re: chairing the committee. Contact Michael if wish to be part of the committee.
 - 2. Suggested item: Budget and Professional Development – Laura Fetting (DSU) gave an overview of the committee and work that was done the past year. Laura will chair the committee. Those interested in joining can contact Laura.
 - 3. Staff Needs during COVID-19 – Michael Linnell suggested having a taskforce to look at needs of staff members during COVID-19. There was not a consensus to create this taskforce, will table for future, if needed.
 - c. IVN Scheduling Process – Should we continue with PEXIP MeetMe – works with IVN rooms? Suggested to hold off for the time being and wait to see what options CTS and NDUS bring forth in the future months. Send any questions regarding Pexip MeetMe and connection issues to Crystal Tangsrud (CTS). If you choose to utilize an IVN room for the meetings, contact your campus IVN coordinator to schedule a room.
- VII. Open Discussion –
 - a. Andy Wakeford (LRSC) – suggested that campuses share their campus’ COVID-19 website and NDSSS compile a list of the websites. Michael Linnell (MiSU) mentioned that the NDUS has compiled this list and it is on the NDSU website. <https://cts.ndus.edu/coronavirus/>
- VIII. Future Meetings
 - a. The next meeting is scheduled for August 10, 2020, from 2:30-4:00pm CST. Send agenda items to President Michael Linnell (MiSU).
- IX. Adjournment
 - a. The meeting adjourned at 3:16pm CST.

Respectfully submitted,

Laura Fetting (DSU)
ND SSS Secretary 2020-21