



The North Dakota State Staff Senate met on February 8, 2021 via Teams.

- I. Call to order
  - a. The meeting was called to order at 2:31pm CT on February 8, 2021 by ND State Staff Senate President Michael Linnell (MiSU).
- II. Roll call
  - a. **Bismarck State College (BSC):** Retha Mattern , Kara Welk
  - b. **Core Technology Services Office (CTSO):** Ramona Breuer, Benjamin Ford, Crystal Tangsrud
  - c. **Dakota College Bottineau (DCB):** Heidi Hauf
  - d. **Dickinson State University (DSU):** Laura Fetting, Josh Nichols
  - e. **Lake Region State College (LRSC):** Michael Engلمان, Mylee Kenner, Andy Wakeford
  - f. **Mayville State University (MaSU):** Alyson Beckman, Heather Bolstad, Misti Wuori
  - g. **Minot State University (MiSU):** Lindsey Benson, Michael Linnell
  - h. **North Dakota State College of Science (NDSCS):** Mindi Bessler, Lisa Braun, Leslie Shirek
  - i. **North Dakota State University (NDSU):** Al Bernardo, April Helgaas, Kay Hopkins
  - j. **University of North Dakota (UND):** Brian Schill, Megan Wasylow
  - k. **Valley City State University (VCSU):** Kelsie Carter
  - l. **Williston State College (WSC):** Megan Kasner, Kristina Kitchens
  - m. **NDUS Representative:** (Absent)
  - n. **HRC Representative (DSU):** Laura Fetting
  - o. **HRC Liaison:** (Absent)
  - p. **SBHE Representative (BSC):** Retha Mattern
- III. Approval of Agenda
  - a. A motion to approve the agenda was made by Brian Schill (UND) and seconded by April Helgaas (NDSU). Following a vote, motion carried, agenda approved as is.
- IV. Approval of Minutes
  - a. A motion to approve the minutes was made by Lisa Braun (NDSCS) and seconded by Al Bernardo (NDSU). Following a vote, motion carried, minutes approved as is.
- V. Reports
  - a. Campus Updates – Submit campus updates via the website submission form by Tuesday, February 23<sup>rd</sup>.
  - b. SBHE Staff Advisor Report – Retha Mattern (BSC) reported that the State Board of Higher Education (SBHE) met on January 28<sup>th</sup>. There was a presentation and discussion regarding COVID-19. The Governor’s Office has prioritized the NDUS employees at the bottom of Phase 1C, but will reprioritize so vaccines can be delivered prior to the start of the fall semester. A discussion was held regarding legislative update tracking. The next SBHE meeting is scheduled for February 25<sup>th</sup>. The agenda will be available at <https://ndus.edu/sbhe-overview/agendas-minutes-videos/>.
  - c. HRC – Laura Fetting (DSU) reported that the HRC met on February 2<sup>nd</sup> via Teams. Discussion included a review of policies that are 10+ years old, legislative update, and a past letter from the Chancellor regarding funeral leave.
- VI. Business Agenda –
  - a. Taskforce Chair Updates

- i. Legislative – Andy Wakeford (LRSC) – Andy discussed several bills to keep an eye on that the NDUS is tracking. More updates will be coming when there is more definitive information, as we are still early in the session.
    - ii. Tuition Waiver – Brian Schill (UND) will chair the taskforce. Contact Brian if you would like to be part of the taskforce. They would like to get started soon and decide on group parameters.
  - b. Request for representation: NDUS Retirement Plan Oversight Committee – The NDUS is requesting 4 names to be submitted for the committee. Only one individual will be selected to serve on the committee. Send names of interested individuals to Michael Linnell and he will forward them to the NDUS.
  - c. State Board of Higher Education Staff Adviser – The position is voted on in February of each year. Andy Wakeford (LRSC) made a motion to have Retha Mattern (BSC) continue serving for another year. Megan Wasylow (UND) seconded the motion. Following a vote, motion carried, Retha Mattern will remain the SBHE Staff Adviser for the upcoming year.
  - d. Staff Senate perks – Informational Only - Retha Mattern (BSC) noted that if you register on target.com with your university email address and role, you can get a once/year coupon for 10% off instructional items.
  - e. Staff Senate and COVID-19 Vaccinations – Discussed during the SBHE update. Informational only.
- VII. Open Discussion –
  - a. No open discussion.
- VIII. Future Meetings
  - a. The next meeting will be held on March 8, 2021 from 2:30-4:00pm CST. Send agenda items to President Michael Linnell (MiSU)
- IX. Adjournment
  - a. The meeting adjourned at 3:45pm CST.

Respectfully submitted,

Laura Fetting (DSU)  
ND SSS Secretary 2020-21