

The North Dakota State Staff Senate met on April 11, 2022, via MS Teams.

1. Call to order
   1. The meeting was called to order at 2:30pm CT on April 11, 2022, by ND State Staff Senate President April Helgaas (NDSU).
2. Roll call
   1. **Bismarck State College (BSC):** Caitlin Magilke, Roni Martin, Becca Patrick
   2. **Core Technology Services Office (CTSO):** Ramona Breuer, Devin McCall
   3. **Dakota College Bottineau (DCB):** Heidi Hauf, JaLee Lynnes, Carissa Pollman
   4. **Dickinson State University (DSU):**  Laura Fetting, Samantha Wohletz
   5. **Lake Region State College (LRSC):** Absent
   6. **Mayville State University (MaSU):** Teresa Agnes
   7. **Minot State University (MiSU):** Mindy Rudnick, Doug Tiedman
   8. **North Dakota State College of Science (NDSCS):** Mindi Bessler
   9. **North Dakota State University (NDSU):** Al Bernardo, April Helgaas, Kay Hopkins
   10. **University of North Dakota (UND):** Paula Cox
   11. **Valley City State University (VCSU):** Kelsie Carter
   12. **Williston State College (WSC):** Jenae Hunter, Kristina Kitchens
   13. **NDUS Representative:** (Absent)
   14. **HRC Representative (MiSU):** Absent
   15. **HRC Liaison:** (Absent)
   16. **SBHE Representative (BSC):** Retha Mattern
3. Approval of Agenda
   1. A motion to approve the agenda was made by Kay Hopkins (NDSU) and seconded by Al Bernardo (NDSU). Following a vote, motion carried, agenda approved as is.
4. Approval of Minutes
   1. A motion to approve the minutes was made by Al Bernardo (NDSU) and seconded by Paula Cox (UND). Following a vote, motion carried, minutes approved as is.
5. Reports
   1. Campus Updates – Submit campus updates to Laura Fetting (DSU) or via the [website](https://staffsenate.ndus.edu/campus-updates/) by Monday, April 25th.
   2. SBHE Staff Advisor Report – Retha Mattern (BSC) reported that the State Board of Higher Education (SBHE) met on March 31st at NDSCS. Items that took place at the meeting included: NDSCS Presidential Interviews, Budget and Finance Committee items, discussion of upcoming meetings for May and June. The next SBHE meeting is scheduled for April 28th via MS Teams. The agenda will be available at <https://ndus.edu/sbhe-overview/agendas-minutes-videos/>.
   3. HRC – Michael Linnell (MiSU) reported that the HRC met on April 5th via MS Teams. The E Performance team is in the final days of system testing and there will be in-person sessions in Grand Forks and Fargo. Each campus will get training virtually if they can’t make the sessions. It will be live by the end of the month and with full training happening in June. They voted on a job offer expiration date in Recruitment Solutions. Discussed PeopleSoft Governance Board and a new representative, vendor solicitations, administrative leave, using a universal form for previous retirement plan participation, who uses the Consumer Price Index, and paying out sick leave for those who move from accrual to non-accrual. None of these seem to be especially important for Staff Senate, but please reach out if you have questions.
6. Business Agenda –
   1. Taskforce Chair Updates
      1. Legislative: Andy Wakeford (via e-mail) - There was a meeting in Fargo, in February.  I don’t think there’s much report other than a couple NDUS items related to funding and or financial aid.  See the unapproved [minutes](https://ndlegis.gov/assembly/67-2021/interim/23-5107-03000-meeting-minutes.pdf).   A meeting was scheduled for this week but is now cancelled.
      2. Tuition Waiver: Brian Schill reported that the committee is moving forward and will be meeting with Dr. Casey Ryan soon to discuss further.
   2. NDSSS Face to Face Meeting – Laura and April will be putting together some dates and sending a Doodle poll soon.
7. Open Discussion –
   1. Kay Hopkins – Discussion regarding scholarships for staff and/or dependents of staff.
   2. April Helgaas – NDSU Remote Work ad hoc committee is sending out surveys to staff and supervisors regarding remote work.
8. Future Meetings
   1. The next meeting will be held on May 9th from 2:30-4:00pm CST. Send agenda items to President April Helgaas (NDSU).
9. Adjournment
   1. The meeting adjourned at 2:51pm CST.

Respectfully submitted,

Laura Fetting (DSU)

ND SSS Secretary 2021-22