Staff Senate Meeting  
1/15/13  
2:00-3:30 pm

Present: Tanya Fuher, Mike Gayette, Linda Greenstein, Deb Kraft, Michelle Kraft, Emily McKay, Brenda Nottestad, Leigh Nygaard, Kathie Overson, Lee Red Horse, Carla Sivesind, Kristi Tetzloff, Taunia Welch, Eve Wentz, Kylee Wilson, Alison Zarr, Dave Clark, Scott Helphrey

Absent: Roxanne Van Zomeren (excused), Dar Wixcey (excused), Laura Kalvoda (excused), Kristyn Olzweski (excused), Marnie Piehl (excused)

I. Call to Order – Meeting was called to order by Carla Sivesind at 2:00 pm.

II. Standing Committee Reports

- **Salary, Benefits, and Compensation** (Mike, Tanya, Kathie, Kristi) – No report, but will be meeting with HR on Wednesday, January 16. Carla said that Rita Lindgren will provide committee members with the Hay Study information that the State did two years ago.

- **Staff Rights and Campus Life** (Laura, Brenda, Kristyn, Eva) – Brenda reported that the NDUS SSS Legislative Assembly Committee discussed retirement and pension plans, the State of our State, and the Governor’s Budget which includes a change in compensation for advanced degrees. No changes have been decided upon at this time.

- **Orientation and Campus Relations** (Kylee, Marnie, Leigh, Emily, Carla) – Leigh reported that they are looking into expanding the staff mentoring program and also revamping the current buddy system for new employees. They are also working on creating a map of options available to employees across campus, including Enrichment, Empowerment and other opportunities.

- **Professional Development** (Roxanne, Taunia, Alison, Michelle, Dar) – Michelle reported that they met with Rita on December 28 to discuss how STAFF Day should be handled moving forward. She said that Rita was in favor of the breakout session format. The only change that was made to the current plans was that the new name was officially approved as STAFF Day rather than Staff Development Day.

- **Constitution & Bylaws** (Deb, Lee, Linda, Norm) – Carla reported that, with the recent changes to the bylaws, new officers for Staff Senate will be elected in June so they are ready to begin work in July.

- **Election Committee** (Ad Hoc - Alison) – No report.

- **Senate Ethics** (Ad Hoc) – No report.

III. Other Committee Reports

- **NDUS State Staff Senate** (Carla) – Carla reported that Janice Hoffarth was reelected as the State Staff Senate rep for the State Board of Higher Education. Carla said that Janice has a Facebook page setup where she posts updates on SBHE activities. It can be found at facebook.com/northdakota.statestaffsenate.com. She also said that Chancellor Shirvani visited with staff at UND on January 8th. Carla said that the State Staff Senate is planning to hold their annual face-to-face meeting in Bottineau in June.
• **Operations Council** (Carla) – Carla reported the last Operations Council meeting was held on January 9. At that meeting, several items were discussed.
  o A revised tobacco policy was passed. The revisions were made to include e-cigarette use on campus.
  o Dr. Skogen discussed the state of higher education and where many educators feel it is headed. He passed out an article from the American Interest Magazine and Carla said the information share was very interesting. Dr. Skogen also gave an update on Bismarck Public Schools and the plans proposed for the new high school. He provided some details on how BSC and BPS will work together if the students come to campus. Dave said BSC and BPS currently share two buildings on campus (Tech Center and the Career Academy) and there is the possibility of sharing additional space down the road in a performing arts space. He said that if they were to come to BSC, the first group of freshmen (approximately 300 students) would be housed in 5 portables south of the Career Academy, starting in fall of 2013. In fall of 2014, there would be an additional 300 students on campus, a new set of freshmen, and another 5 portables. Many details are still to be determined, but Dr. Skogen is supportive of sharing additional space with BPS. Dave also said that they hope to have a decision made by the end of January.

• **Emergency Operations** (Roxanne) – No report, but Dave said that they have been visiting with the Bismarck Police Department to see which duties are the responsibility of peace officers on campus and which things are specifically assigned to the police department. In addition, he said that Governor Dalrymple is looking into having 24 hour security on campuses, which could result in four new security officers for BSC.

• **BSC Aquatic & Wellness Center** (Kylee) – Kylee reported that they have discussed what needs to be done to get cable working on all the exercise machines at the Center. She said that it currently isn’t working on several of the machines because there is a disconnect between the machines and the cable company. She also said that they discussed supplying towels, and adding them would result in an additional expense to facility members. Dave said that they are still looking into some cleanliness and other general concerns. He also said that they are going to work with the Board of Governors now and in the future on additional purchases, which could include additional exercise equipment.

• **Holiday Party & Employee Recognition Dinner** (Kayla) – Leigh reminded everyone that there are still a few days to complete the Holiday Party Survey.

### IV. Old Business

• **NDUS State Staff Senate Logo** (Michelle) – Michelle has been working on options for a logo, which Carla had sent out to Staff Senate members. Carla also reported that the logo was shared at the last State Staff Senate meeting, and they will make a final decision in the next couple of months. The logo designs were well received at that meeting.

• **Building Construction Updates** (Roxanne) – Dave reported that he had updates in Roxanne’s absence.
  o **4th floor**: Almost complete. They are finalizing the punch list. Any funding left after everything is completed will be used to purchase equipment for the labs.
o **Kuntz Building**: Complete and finished on budget.

o **Student Union**: Contracts were awarded. Pre-construction meetings will begin at the end of January, and it will be close to an 18 month project. Parking on the north side of the union will be gone.

o **Creative Visual Arts Building**: Dave reported that the Governor estimated $13 million could be potentially set aside for the complex, which would replace the library. Dave said he was very optimistic that funding would be received.

• AQIP/Professional Development (Scott) – Scott reported that he met with Rita again, and the professional development program ties in closely with AQIP and BSC’s strategic plan. He said that he will submit the AQIP application, but if it isn’t accepted, they will look at how it could be fulfilled through the strategic plan. He said that it doesn’t have a Vice President champion yet. He will reach out to potential planning members if it is picked up by AQIP.

V. New Business

• District Concerns
  o Scott reported that IS is still working on a roll out plan for the Core Portal. When they have more information in place, they will send out details. He said that several projects have started across campus, but general departmental roll out has not happened yet.
  o Carla reported that due to the fiscal cliff, Angie Frieze said that the government has determined that taxes will not need to be paid for tuition assistance.

VI. District Updates

  o Tanya reported that, as part of a Wild Endeavor, new rapid charge stations will be placed around campus. They are all currently being housed in the bookstore but will be distributed around campus soon.

VII. Upon motion made by Eva and seconded by Taunia, the meeting adjourned.