The Operations Council met on Wednesday, January 23rd, at 8:15 a.m. in the Student Union Dakota Room.

Members Present: Tamara Barber, Amy Brown (Note Taker), Bruce Emmil, Donna Fishbeck, Mary Friesz, Carla Hixson, Lane Huber, Rita Lindgren, Janelle Masters, Angie Milakovic, Henry Riegler, Don Roethler, Jane Schulz (Chair), Carla Sivesind and Elmer Weigel

Members Absent: Janet Dixon

Schulz called the meeting to order at 8:17 a.m.

Old Business

Approve January 9th, 2013 Meeting Minutes
Schulz reviewed the January 9th, 2013 meeting minutes. The minutes were approved and will be posted on the website.

Campus Quality Survey Results – Schulz
The Campus Quality Survey was sent to 332 full- and part-time benefitted employees with 242 surveys completed. Kara Welk is putting the results into a report for an open forum in February. When a survey is done, there is the obligation to do something with the results. The council discussed with whom this responsibility rests.

There were certain questions related to the Operations Council on the survey. The council reviewed the survey results to those questions and discussed possible actions. The council requested that Sivesind, Riegler and Milakovic go to their constituents in Staff Senate, Department Chairs/Program Managers, and Faculty Senate and start a dialogue about Operations Council and its purpose. The council also asked that they report their findings to the council.

New Business

Supervisor’s Meeting – Schulz
The council set the next Supervisor’s Meeting for Thursday, March 21st. Topics proposed for the agenda include the following: Flexible Work Hours policy, peer-to-peer applications, Campus Updates (Student Union construction, Bismarck Public Schools transition, budget impacts, and Pathways to Student Success), and Q &A. The council discussed the possibility of tapping the presentation for those who could not attend.

Revision of Faculty Adjunct, Overload, Extended Day, and Special Duty Pay Policy – Lindgren
The policy was proposed by Human Resources to a Faculty Senate subcommittee. The subcommittee and Faculty Senate have approved the policy. It includes clarification for higher
pay if an adjunct or faculty member receives a higher educational degree. The council approved the policy.

**Reports/Updates**

**Staff Senate Report – Sivesind**
- The ND State Staff Senate elected the same State Board of Higher Education representative as last year.
- The ND State Staff Senate has a Facebook page (search NorthDakota StateStaffSenate).
- The ND State Staff Senate has a new logo.
- State Staff Senate created a legislative assembly committee. Brenda Nottestad serves as BSC’s representative.

**Faculty Senate Report – Milakovic**
- Faculty has to submit their curriculum changes by the 2nd week of March for the new BSC one-year catalog.
- A study found that there was no real difference for dropout rates between an 8 week and a 16 week English online course. The rates were in line with NDUS drop rates.

**Department Chair/Program Manager Report – Riegler**
- The department chairs/program managers looked at possible changes to the academic alert student policy.
- They are moving forward on Faculty Senate’s wish that there be an evaluation of chairs by faculty. They are looking at the possibility of putting the evaluations online.

**Compliance Updates**
- No Report.

**Executive Council Updates – Schulz**
- The last Executive Council meeting included legislative-related discussion.

**Construction Updates – Roethler**
- The bid opening for resurfacing the track at the Community Bowl is set for January 31st.
- The first pre-construction meeting on the Student Union will be happening soon.
- The NECE 4th floor and the Kuntz building are pretty much complete.
- The BSC Foundation had a bid opening for an expansion on the Mechanical Maintenance building in Mandan. Only 1 proposal was submitted. The project should be completed by August classes.

**Bismarck Public Schools Transition Update – Roethler**
- BSC was able to find five classrooms in the Tech Center for BPS to use in their transition.
- The school board will be meeting on January 28th. They are looking into the possibility of using space at South Central and Riverside, but they will still need to use the space at BSC.
• Roethler has requested that BPS bus students to alleviate traffic and parking issues on campus.

Announcements
• Starting in April, BSC employees can go online to the Office of Innovations website and see how far along they are in the Endeavors Certification Program for Innovation. Those who complete the program will get their name on a wall plaque in Schafer Hall. They will also receive something to hang in their offices.
• The charging stations from the Wild Endeavors project are up around campus.

Meeting adjourned at 9:33 a.m.