North Dakota State Board of Higher Education  
Minutes – September 16, 2013

Members present:
Dr. Kirsten Diederich, Vice President             Dr. Terry Hjelmstad, Vice President
Mr. Duaine Espegard                             Ms. Kari Reichert
Mr. Devin Hoffarth                              Mr. Grant Shaft
Ms. Kathleen Neset                              Ms. Janice Hoffarth, Staff Adviser
Dr. Don Morton                                  Dr. Douglas Munski, Faculty Adviser

Staff members present:
Dr. Larry Skogen, Acting Chancellor
Ms. Lisa Feldner, Vice Chancellor for Information Technology and Institutional Research
Ms. Claire Holloway, General Counsel
Ms. Kirsten Franzen, Chief Compliance Officer
Ms. Linda Donlin, Director of Communications and Media Relations
Mr. Noah Brisbin, Assistant General Counsel
Ms. Kristie Hetzler, SBHE Assistant

Also present:
Dr. Narcisa A. Polonio, Association of Community College of Trustees (ACCT)

The State Board of Higher Education met on Monday, September 16, 2013, at 10:00 a.m. CT, in the Dakota Room at Job Service North Dakota, 1601 E. Century Avenue, Bismarck, ND.

Approval of Board agenda
It was moved by Espegard, seconded by Reichert, to approve the Board agenda. The motion carried.

Deliberate Terms of Appointment
Mr. Morton and Mr. Espegard recommended that the interim chancellor not be permitted to apply for the permanent chancellor position. They stated that the interim chancellor will be more effective short-term, and the board can always reconsider this provision if need be at a later date. Ms. Reichert stated that this would only be imposing a limit on us and that she did not want to discourage either candidate at this time, stating that there is no need to make this a formal decision. Ms. Hoffarth agreed with Ms. Reichert and added that it is kind of late to inform the candidates of this provision in the contract terms. Mr. Shaft indicated that it will be an easier process for the board if the provision is set now and they want to reconsider later rather than not setting the provision and trying to make the provision at the end of the interims’ contract; Ms. Neset agreed. Dr. Polonio stated that this type of provision is common practice; if the candidate has aspirations to be the permanent chancellor, their role becomes different than the roles of the interim chancellor. Both candidates have been informed that this position is for the interim position.
only. She recommended that the contract have the following provisions in it. The interim chancellor will not be a candidate for permanent chancellor position, a defined evaluation process appropriate to the position, clearly defined terms of early termination or separation, and priorities for the interim chancellor responsibilities.

**Larry C. Skogen**
Dr. Skogen indicated that the most important stakeholder in the university system is the students. The overarching goal should be a mission driven university system focused on students’ educational goals as the highest priority. It is important that we collaborate with all the stakeholders, use common definitions for clear communications, and have data driven decisions and measurable outcomes.

**Shane Goettle**
Mr. Goettle presented five goals for interim chancellor; to build trust and restore confidence, mission focus, and strong management, build a budget, communicate with and involve all stakeholders. The students are the mission, this is about students, and we do not exist without them. The students need to be served more effectively and efficiently.

**It was moved** by Morton, seconded by Espegard, to delegate authority to the President and Vice President of the State Board to develop contact terms for the interim chancellor contract. Motion carried unanimously.

The meeting adjourned at 12:50 p.m. CT.