North Dakota Board of Higher Education  
Roles and Responsibilities Taskforce  
December 4, 2013  

The State Board of Higher Education Roles and Responsibilities Task Force will meet at 1:30 p.m. CT December 4, 2013 at North Dakota State University, Old Main 102, President’s office conference room, 1340 Administration Ave., Fargo, ND 58102.

Members present:  
Dr. Kirsten Diederich, State Board President  
Dr. Larry C. Skogen, Interim Chancellor  
MG Murray Sagsveen, Chief of Staff and NDUS Ethics Officer  
Ms. Kirsten Franzen, Chief Compliance Officer  
Dr. Steve Shirley, Valley City State University President  
Dr. John Richman, North Dakota State College of Science President  
Dr. Robert Kelley, University of North Dakota President  
Dr. Dean Bresciani, North Dakota State University President  
Ms. Kristie Hetzler, Executive Assistant to the State Board  

Members absent:  
Mr. Don Morton, State Board Member  

Discussion on what should be the roles and responsibilities of the university system’s Presidents’, Chancellor, and North Dakota University System office.

The taskforce will review the 2006 roles and responsibilities report and bring forward recommendations at the next meeting. There was a consensus that the 2006 report will be used as a guide. The areas that have been immediately identified to be addressed are the definitions, policies, governance model, and unifying the system.

Chancellor Skogen points out that while there is not a consensus to validity of the Higher Learning Commission complaint, the reality is that it is complaint that needs to be addressed. The letter from the HLC in May 2012 stated that the State Board of Higher Education is the governing board for the eleven state colleges and universities separately accredited by the Commission, and the Chancellor of NDUS effectively functions as the chief executive officer for the system.

Members of the taskforce request that further discussion on what the system office role is, what type of governance the system should follow, what is the authority of the Chancellor is, and that the definitions and policies be defined. Mr. Sagsveen indicated that he will be working with Ms. Franzen on creating a
matrix for the taskforce that identifies the issues and determine who has the role and authority to address it. Mr. Sagsveen suggested that the way in which information and requests flow from the institutions to the board be refined, presidents agreed. A new process will be tested at the January 2014 cabinet and board meeting. The system office will request feedback from the institutions in regards to the new process and if there are any concerns.

President Diederich has been working with the Association of Governing Boards to determine what the best practice in good governance is. She stated the importance of the presidents to have direct contact with the board and that presidents should be allowed flexibility with boundaries.

Chancellor Skogen reviews board governance risks and how it effects the institutions, the board and the system office. Taskforce indicated that they would like clarification on the relationship between the board, chancellor, and presidents. Members also requested clarification on what the essential roles and non-essentials roles of the system office are, what areas has authority been delegated to the chancellor, and the decision rights of the individual campus presidents.

The taskforce recommended goals for the taskforce to consider:

- Set a governance model
- Roles and responsibilities of the board, presidents, and system office
- Define policy
- Clarify definitions
- Autonomy of the Institutions
- Define “CEO”
- Identify authority and accountability
- Clarify authority and responsibilities of system councils

Chancellor Skogen will send out a proposed agenda for the next roles and responsibilities taskforce meeting. Mr. Sagsveen and Ms. Franzen will create a matrix for members to review. The taskforce will set three goals to be met at the next meeting.

Approved by the State Board of Higher Education on February 26, 2014.