North Dakota State Board of Higher Education
Minutes of the April 24, 2014, Meeting
At Dickinson State University

Board Chair Diederich called the meeting to order at 8:34 a.m. MT.

Members present:
- Dr. Kirsten Diederich, Board Chair
- Mr. Grant Shaft (phone)
- Ms. Kari Reichert
- Dr. Doug Munsiki, Faculty Adviser (phone)
- Mr. Don Morton

Dr. Terry Hjelmstad, Vice Chair
Mr. Devin Hoffarth
Ms. Janice Hoffarth, Staff Adviser
Mr. Duaine Espegard (phone)

Member Absent:
Ms. Kathleen Neset

Interim Chancellor present: Dr. Larry C. Skogen

Institution Presidents present:
- Dr. Ken Grosz, Dean, DCB
- Dr. D.C. Coston, President, DSU
- Dr. Doug Darling, President, LRSC
- Dr. Gary Hagen, President, MaSU
- Dr. John Richman, President, NDSCS
- Dr. Dean Bresciani, President, NDSU
- Dr. Robert Kelley, President, UND
- Dr. Steve Shirley, President, VCSU
- Mr. David Clark, Interim President, BSC
- Dr. Dick Jenkins, Vice President Student Affairs MiSU

NDUS senior staff present:
- Dr. Lisa Feldner, Vice Chancellor for Information Technology and Institutional Research
- Mr. Murray Sagsveen, Chief of Staff and Director of Legal Services
- Ms. Laura Glatt, Vice Chancellor for Administrative Affairs
- Ms. Linda Donlin, Director of Communications and Media Relations
- Mr. Tim Carlson, Chief Auditor
- Ms. Connie Sprynczynatyk, Director of Strategic Planning
- Ms. Kristie Hetzler, Executive Assistant to the State Board of Higher Education
Approval of Minutes
Board Chair Diederich requested the North Dakota Student Association report and the University of North Dakota Student Senate Resolution be included in the March minutes. Reichert moved, Hoffarth seconded, to approve the amended March 27, 2014, Board meeting minutes. Morton, Espegard, Hjelmstad, Hoffarth, Shaft, Reichert, Diederich voted yes. Neset absent. The motion carried.

Approval of Board agenda
Reichert moved, Morton seconded, to approve the April 24, 2014, Board agenda. Espegard, Hjelmstad, Hoffarth, Morton, Shaft, Reichert, Diederich voted yes. Neset absent. The motion carried.

Board Chair Report
Board Chair Diederich offered her condolences to the family and friends of Valley City State University student, Dan Buehner.

Interim Chancellor Report
Interim Chancellor Skogen announced that Dr. Merrill Schwartz and Clyde Allen from the Association of Governing Boards (AGB) will conduct Board training in the afternoon.

Mr. Clay Jenkinson and Ms. Sharon Kilzer reported on the progress of the Theodore Roosevelt Center (TRC) at Dickinson State University. The TRC has achieved national acclaim for its work in creating the Theodore Roosevelt Digital Library, a rich resource for original research, with nearly 21,000 documents available to date. The state legislature has challenged the TRC to secure funding for a new facility dedicated to Theodore Roosevelt. Planning and fundraising for such a facility is well underway.

Tenure
Morton moved, Hjelmstad seconded, to approve all recommendations for tenure, effective for the academic year of 2014-15, as submitted by Bismarck State College, Dickinson State University, Lake Region State College, Mayville State University, Minot State University and Dakota College at Bottineau, North Dakota State College of Science, North Dakota State University, the University of North Dakota, Valley City State University, and Williston State College. Hjelmstad, Hoffarth, Shaft, Reichert, Morton, and Diederich voted yes. Neset and Espegard absent. The motion carried.

Bismarck State College
Eric Bless, M.S., Assistant Professor of Biology, Department of Biological Sciences;
Dawn Hagerott, M.M., Assistant Professor of Music, Department of Music;
Shawn Iverson, M.S., Assistant Professor of Biology, Department of Biological Sciences;
Angie Milakovic, M.S., Assistant Professor of Geographic Information Systems, Department of Geographic Information Systems;
Sheryl Omlid, M.A., Assistant Professor of Speech, Department of Speech;
Brent Reems, M.S., Assistant Professor of Chemistry, Department of Chemistry;
Kristina Wells, M.Ed., Assistant Professor of Business and Office Technology, Department of Business and Office Technology; and,
Paul Zimmerman, B.S., Assistant Professor of National Energy Center of Excellence.
**Dickinson State University**
Marlys Bachamp, M.S.N., Assistant Professor of Nursing, Department of Nursing, College of Education, Business and Applied Sciences;
Holly McBee, Ph.D., Assistant Professor of English, Department of Language and Literature, College of Arts and Sciences;
Suzanne Russ, Ph.D., Associate Professor of Psychology, Department of Teacher Education, College of Education, Business and Applied Sciences;
Sethuram Soman, Ph.D., Assistant Professor of Agriculture, Department of Agriculture and Technical Studies, College of Education, Business and Applied Sciences;
Bruce Southard, D.MA., Assistant Professor of Music, Department of Music, College of Arts and Sciences; and,
Frank Varney, Ph.D., Assistant Professor of History, Department of Social Science, College of Arts and Sciences.

**Lake Region State College**
Lake Region State College has no recommendations for tenure for the AY 2014-15.

**Mayville State University**
Mayville State University has no recommendations for tenure for the AY 2014-15.

**Minot State University**
Aili Smith, Ph.D., Assistant Professor, Department of Humanities, College of Arts and Sciences
Bryan Schmidt, Ph.D., Assistant Professor, Department of Science, College of Arts and Sciences
Kathryn C. Kilroy, Ph.D., Assistant Professor, Department of Geoscience, College of Arts and Sciences
Laurel Dimler, RN, MS, Assistant Professor, Department of Nursing, College of Education and Health Sciences
Lisa M. Roteliuk, Assistant Professor, Department of Communications Disorders, College of Education and Health Sciences
Rebecca Petrik, Assistant Professor, Division of Music, College of Arts and Sciences.

**Dakota College at Bottineau**
Dakota College at Bottineau has no recommendations for tenure for the AY 2014-15.

**North Dakota State College of Science**
Sheila Goettle, M.S.N., R.N., Assistant Professor of Nursing, Department of Nursing;
Sheldon Schmiess, M.S., Assistant Professor Agriculture, Department of Agriculture;
John Travis, B.S., Assistant Professor of Electrical Technology, Department of Electrical Technology; and,
Craig Zimprich, B.S., Assistant Professor of Agriculture, Department of Agriculture.

**North Dakota State University**
Rick D. Axelson, Ph.D., Associate Professor of Sociology, and Director, Center for Social Research, Department of Sociology and Anthropology, College of Arts, Humanities and Social Sciences;
Fardad Azarmi, Ph.D., Assistant Professor of Mechanical Engineering, Department of Mechanical Engineering, College of Engineering;
Stephenson J. Beck, Ph.D., Assistant Professor of Organizational Communication, Department of Communication, College of Arts, Humanities and Social Sciences;
Erika Berg, Ph.D., Assistant Professor of Equine Studies, Department of Animal Sciences, College of Agriculture, Food Systems, and Natural Resources;
Mari Borr, Ph.D., Assistant Professor of Family and Consumer Science Education, School of Education, College of Human Development and Education;
Jeremy Brekke, DOA, Associate Professor of Trumpet, School of Music, College of Arts, Humanities and Social Sciences;
Jeffrey B. Bumgarner, Ph.D., Professor of Criminal Justice, and Head, Department of Criminal Justice and Political Science, Department of Criminal Justice and Political Science, College of Arts, Humanities and Social Sciences;
Kasey Maddock Carlin, Ph.D., Assistant Professor of Meat Science, Department of Animal Sciences, College of Agriculture, Food Systems, and Natural Resources;
Marla de los Angeles Alfonseca Cubero, Ph.D., Assistant Professor of Harmonic Analysis, Department of Mathematics, College of Science and Mathematics;
Stacy Duffield, Ph.D., Associate Professor of Teacher Education, School of Education, College of Human Development and Education;
Kathryn H. Gordon, Ph.D., Assistant Professor of Psychological Clinical Science, Department of Psychology, College of Science and Mathematics;
Donna Grandbois, Ph.D., Assistant Professor of Nursing and Public Health, Department of Nursing, College of Pharmacy, Nursing, Allied Sciences;
Kendra Greenlee, Ph.D., Assistant Professor of Insect Physiology and Immunology, Department of Biological Sciences, College of Science and Mathematics;
Carol E. Buchholz Holland, Ph.D., Assistant Professor of Counseling and Crisis Management, School of Education, College of Human Development and Education;
Samee U. Khan, Ph.D., Assistant Professor of Optimization, Security, and Data Computing, Department of Electrical and Computer Engineering, College of Engineering;
Jaeha Lee, Ph.D., Assistant Professor of Fashion and Retail Management, Department of Apparel, Design and Hospitality Management, College of Human Development and Education;
Juan Li, Ph.D., Assistant Professor of Distributed Systems and Semantic Web Technologies, Department of Computer Science, College of Science and Mathematics;
Zoltan P. Majdik, Ph.D., Assistant Professor of Rhetoric, Department of Communication, College of Arts, Humanities and Social Sciences;
Jack Norland, Ph.D., Assistant Professor of Natural Resources Management, School of Natural Resource Sciences, College of Agriculture, Food Systems, and Natural Resources;
Erika Offerdahl, Ph.D., Assistant Professor of Biochemistry/STEM Education, Department of Chemistry and Biochemistry, College of Science and Mathematics;
WooMi Phillips, Ph.D., Assistant Professor of Hospitality and Tourism Management, Department of Apparel, Design and Hospitality Management, College of Human Development and Education;
Carrie Anne Platt, Ph.D., Assistant Professor of Rhetoric and Digital Media, Department of Communication, College of Arts, Humanities and Social Sciences;
Shafiqur Rahman, Ph.D., Assistant Professor of Biosystems Engineering, Department of Agriculture and Biosystems Engineering, College of Agriculture, Food Systems, and Natural Resources; Elizabeth Blodgett Salafia, Ph.D., Assistant Professor of Adolescent Development, Department of Human Development and Family Science, College of Human Development and Education; Kelly Sassi, Ph.D., Assistant Professor of English and English Education, Department of English, Humanities and Social Sciences; Joy Sather-Wagstaff, Ph.D. Assistant Professor of Anthropology, Department of Sociology and Anthropology, College of Arts, Humanities and Social Sciences; Verena Theile, Ph.D., Assistant Professor of British Literature, Department of English, College of Arts, Humanities and Social Sciences; Ruilin Tian, Ph.D., Assistant Professor of Risk Management and Insurance, Department of Accounting, Finance, and Information Systems, College of Business; Steven Travers, Ph.D., Assistant Professor of Plant Evolutionary Ecology, Department of Biological Sciences, College of Science and Mathematics; Anita Welch, Ph.D., Assistant Professor of Teacher Education, School of Education, College of Human Development and Education; Nathan Wood, Ph.D., Assistant Professor of Doctoral Education, School of Education, College of Human Development and Education; Xiangfa Wu, Ph.D., Assistant Professor of Mechanical Engineering, Department of Mechanical Engineering, College of Engineering; Changhui Yan, Ph.D., Assistant Professor of Bioinformatics and Computation Technology, Department of Computer Sciences, College of Science and Mathematics; Pinjing Zhao, Ph.D., Assistant Professor of Inorganic and Organic Chemistry, Department of Chemistry and Biochemistry, College of Science and Mathematics; and, Alan Zuk, Ph.D., Assistant Professor of Sports and Urban Turfgrass Management, Department of Plant Sciences, College of Agriculture, Food Systems, and Natural Resources.

University of North Dakota
Pamela Beck, Ed.D. Assistant Professor of Reading Education, Department of Teaching and Learning, College of Education and Human Development; Kyle Conway, Ph.D., Assistant Professor of Communication, Communication Program, College of Arts and Sciences; Alejandro Drago, D.M.A., Assistant Professor of Music, Department of Music, College of Arts and Sciences; Guodong Du, Ph.D., Assistant Professor of Chemistry, Department of Chemistry, College of Arts and Sciences; Reza Fazel-Rezai, Ph.D., Assistant Professor of Electrical Engineering, Department of Electrical Engineering, College of Engineering and Mines; Ronald Fevig, Ph.D., Assistant Professor of Space Studies, Department of Space Studies, John D. Odegard School of Aerospace Sciences; Alan Frazier, M.P.A., Assistant Professor of Aviation, Department of Aviation, John D. Odegard School of Aerospace Sciences; Melissa Gjellstad, Ph.D., Assistant Professor of Languages--Norwegian, Department of Modern and Classical Languages and Literatures, College of Arts and Sciences;
Suzanne Gonsalez-Smith, MFA, Assistant Professor of Photography, Department of Art, College of Arts and Sciences;
Loren Keith Henry, PhD., Assistant Professor of Basic Sciences, Department of Basic Sciences, School of Medicine and Health Sciences;
Andrew Knight, Ph.D., Assistant Professor of Music, Department of Music, College of Arts and Sciences;
Lewis Liang, MS, Assistant Professor of Aviation, Department of Aviation, John D. Odegard School of Aerospace Sciences;
Sarah Mosher, Ph.D., Assistant Professor of Languages--French, Department of Modern and Classical Languages and Literatures, College of Arts and Sciences;
Brett Ommen, Ph.D., Assistant Professor of Communication, Communication Program, College of Arts and Sciences;
Jaako Putkonen, Ph.D., Assistant Professor of Geology, Harold Hamm School of Geology and Geological Engineering, College of Engineering and Mines;
Pauline Stonehouse, Ph.D., Assistant Professor of Educational Leadership, Department of Educational Leadership, College of Education and Human Development;
Deborah Worley, Ph.D., Assistant Professor of Educational Leadership, Department of Educational Leadership, College of Education and Human Development; and,
Lance Yarbrough, Ph.D., Assistant Professor of Geological Engineering, Harold Hamm School of Geology and Geological Engineering, College of Engineering and Mines.

Valley City State University
James Adams, DA, Assistant Professor in Music, Department of Music, Division of Fine Arts;
Shou-ching Chao, Ph.D., Assistant Professor of English, Department of Language and Literature, Division of Communication Arts and Social Science;
Brenda Finger, DM, Assistant Professor of Business, Department of Business, Division of Business and Information Technology;
Knut Peder Gjovik, Ph.D., Assistant Professor of Technology Education, Department of Technology Education, School of Education and Graduate Studies;
Armando Ramos, MFA, Assistant Professor of Art, Department of Art, Division of Fine Arts;
Dina Zavala-Petherbridge, MA, Instructor of Spanish, Department of Language and Literature, Division of Communication Arts and Social Science; and,
Jonna Ziniel, PhD., Assistant Professor of Communication, Department of Communication Arts, Division of Communication Arts and Social Science.

Williston State College
Derek Vander Molen, M.S., Assistant Professor of Chemistry, Instructional Division.
Matt Peterson, M.S., Assistant Professor of Economics and Mathematics, Instructional Division.

Provisional Tenure
Hoffarth moved, Reichert seconded, to approve provisionally all recommendations for tenure by Valley City State University for faculty who are in the process of completing their requirements of earning terminal degrees, and filing official documentation of the same with Valley City State University, prior to
the close of the spring 2014 semester. Hjelmstad, Hoffarth, Shaft, Reichert, Morton, and Diederich voted yes. Neset and Espegard absent. The motion carried.

**Valley City State University**
Anthony Dutton, MA, Instructor of History, Department of Social Science, Division of Communication Arts and Social Science;
Rob Walsh, Instructor of Communication Arts, Department of Communication Arts, Division of Communication Arts and Social Science; and,
Jamie Wirth, MAT Instructor of Mathematics, Department of Mathematics, Division of Math, Science, and Health and Physical Education.

**SBHE Academic and Student Affairs Committee Recommendations**
Morton moved, Hjelmstad seconded, to approve the following Stage II academic requests recommended by the State Board of Higher Education Academic and Student Affairs Committee:

**Stage II/New Programs**
- DCB - Request for a new A.A.S. in Health Information Management, via online distance delivery exclusively, effective fall 2014.

**Stage II/Organization Change**
- NDSCS - Name Change from Architectural Drafting and Estimating Technology Department to Construction and Design Technology Department; effective fall 2014.

Hjelmstad, Hoffarth, Shaft, Reichert, Morton, and Diederich voted yes. Neset and Espegard absent. The motion carried.

**Academic Requests**
Hjelmstad moved, Morton seconded, to approve the following Stage II programs:

- North Dakota State University’s request to establish the Global Institute of Food Security and International Agriculture (GIFSIA), effective fall 2014.
- North Dakota State University’s (NDSU’s) request to implement an undergraduate Certificate Program in Apparel, Retail Merchandising and Design (ARMD) by fall 2014, through online distance education exclusively, under the CIP Code of 19.0901.

Hjelmstad, Espegard, Hoffarth, Shaft, Reichert, Morton, and Diederich voted yes. Neset absent. The motion carried.

**SBHE Budget and Finance Committee Recommendations**
Hoffarth moved, Morton seconded, to approve the facility requests that were recommended by the State Board of Higher Education Budget and Finance Committee:
• Authorize an increase in legislative spending authority for the UND Law School renovation and addition project from $11,400,000 in state general funds to $13,907,448, of which $11,400,000 is paid from general funds and $2,508,448 to be paid from private funds. Further, authorize UND to solicit private funds to enable completion of the full scope envisioned for the Law School renovation and addition project. Additionally, authorize UND to seek Budget Section approval for the increase in spending per NDCC 15-10-12.1, and to proceed with the project once all approvals have been received.

• Authorize NDSU to proceed with the acquisition of the NDSU Equine Center at the cost of $1.

• Authorize North Dakota State College of Science to increase spending for the Old Main Renovation project from $8,085,879 to $8,444,657, an increase of $358,778 funded through the capital projects contingency pool; and to proceed with the project once all approvals have been received.

• Authorize Mayville State University to increase spending for the Campus-wide Drainage Improvements project from $2,153,650 to $2,249,209, an increase of $95,559 funded through the capital projects contingency pool; and to proceed with the project once all approvals have been received.

• Approve the 2014-2015 maximum ND State Grant amount of $1,650 per student and the following 2014-2015 tiered budgets as recommended by the State Grant:
  - Four-Year Research Universities $19,674
  - Four-Year Public Universities $17,088
  - Two-Year Public Universities $13,712
  - Tribal Colleges $13,712
  - Private Institutions $25,358

Hjelmstad, Hoffarth, Espegard, Shaft, Reichert, Morton, and Diederich voted yes. Neset absent. The motion carried.

Board Chair Diederich asked Mr. Espegard for an update on the University of North Dakota’s (UND) Energy and Environmental Research Center deficit. Mr. Espegard stated that he has requested an update in the near future from Alice Brekke, Vice President for Finance and Operations at UND.

Financial and Facility Requests
Hoffarth moved, Morton seconded, to approve the following financial and facility requests:

• Authorize UND to proceed with reconstruction of parking lots at an estimated cost of $2,100,000 to be funded from local funds (Housing & Auxiliary Facilities).

• Authorize the North Dakota State College of Science to proceed with the NDSCS Fargo renovation project estimated to cost a total of $350,000 from up to $200,000 of local funds and up to $180,000 of TAACCCT Federal Grant funding.

• Authorize NDSU to proceed with miscellaneous deferred maintenance repairs in Ceres Hall at an estimated cost of $750,000 to be funded from 2013-2015 extraordinary repair funds.

• Authorize NDSU to increase the project authorization of the low rise lavatories renovation project in Dinan Hall, Phase III by $100,000 from $1,085,000 to $1,185,000 to be funded from auxiliary local funds.
Authorize NDSU to proceed with deferred maintenance repairs in Stevens Hall at an estimated cost of $750,000 to be funded from 2013-15 extraordinary repair funds.

Hjelmstad, Hoffarth, Shaft, Reichert, Morton, and Diederich voted yes. Neset and Espegard absent. The motion carried.

Pres. Richman pointed out that the Football Complex project had been previously rejected by the Budget Section. However, he now believes there will be legislative support for the project. Morton moved, Reichert seconded, to approve the North Dakota State College of Science (NDSCS) request to increase spending for the renovation of the NDSCS Football Complex project from $1,350,000 to $1,500,000, an increase of $150,000 funded through no less than $550,000 in donations, up to $900,000 in auxiliary, and $50,000 in private funds; to seek authorization from the budget section; and to proceed with the project once all approvals have been received. Hjelmstad, Hoffarth, Shaft, Reichert, Morton, and Diederich voted yes. Neset and Espegard, absent. The motion carried.

State Board of Agricultural Research and Education (SBARE)
Hoffarth moved, Hjelmstad seconded, to approve the nominations of the following individuals to SBARE:

- Lance Gulleson
- JoAnn Rodenbiker
- Mike Beltz
- Mark Birdsall

Hjelmstad, Hoffarth, Shaft, Reichert, Morton, and Diederich voted yes. Neset and Espegard absent. The motion carried.

Policies (1st reading)

- SBHE HR Policy 4, Probationary Period is amended as follows:

  4.1 New staff employees are in a probationary status until a satisfactory evaluation is completed prior to the end of the initial six months of employment. During such period, the employee is employed “at will” and may be terminated with one week’s notice with no right to appeal. One week’s pay may be given in lieu of notice. Employees who elect to resign during the probationary period are requested to give one week’s notice. Employees not in a probationary status who are promoted or transferred to another staff employee position at the same institution or agency are not subject to a probationary period for the new position. (See NDUS HR Policy 17.2 for probationary review requirements.)

  4.1.1 The original probationary period shall not be shortened but it may be extended for a specific period of time not to exceed six months upon recommendation by the supervisor to the appropriate campus official. The reasons for the extension shall be in writing, signed by the supervisor, and a copy given to the employee and the appropriate campus official.
Morton moved, Hoffarth seconded, to approve first reading of SBHE HR Policy 4. Shaft, Diederich, Hjelmstad, Reichert, Morton, and Hoffarth voted yes, Neset and Espegard absent. The motion carried.

**Policies (2nd reading)**
- None

**Under Review**
- SBHE Policy 430.1 – Honorary Degrees (Amend)
- SBHE Policy 611.2 – Intellectual property (Amend)
- SBHE Policy 611.10 – Employee Responsibility and Activities: Theft, Fraud, Abuse and Waste (Amend)
- SBHE Policy 340.2 – Foundations
- SBHE Policy 703.2 – Benefits

Hoffarth moved to adjourn at 10:00 a.m. MT.

**Board Training**
The Association of Governing Boards conducted training on Thursday, April 24, 2014, from 1:00 p.m. until 3:50 p.m. MT. The training was held at the West River Community Center, 2004 Fairway Street, Dickinson, North Dakota. There was no Board business discussed or conducted during training.

SBHE Members present:
- Dr. Kirsten Diederich, Board Chair
- Dr. Terry Hjelmstad, Vice Chair
- Mr. Grant Shaft (phone)
- Mr. Devin Hoffarth
- Ms. Kari Reichert
- Ms. Janice Hoffarth, Staff Adviser
- Mr. Duaine Espegard (phone)
- Mr. Don Morton
- Ms. Kathleen Neset (phone)

SBHE Members absent:
- Dr. Doug Munski, Faculty Adviser

Interim Chancellor present: Dr. Larry C. Skogen

Institution Presidents present:
- Dr. Ken Grosz, Dean, DCB
- Dr. D.C. Coston, President, DSU
- Dr. Doug Darling, President, LRSC
- Dr. Gary Hagen, President, MaSU
- Dr. John Richman, President, NDSCS
- Dr. Dean Bresciani, President, NDSU
Dr. Robert Kelley, President, UND
Dr. Steve Shirley, President, VCSU
Mr. David Clark, Interim President, BSC

NDUS senior staff present:
Dr. Lisa Feldner, Vice Chancellor for Information Technology and Institutional Research
Mr. Murray Sagsveen, Chief of Staff and Director of Legal Services
Ms. Linda Donlin, Director of Communications and Media Relations
Mr. Tim Carlson, Chief Auditor
Ms. Kristie Hetzler, Executive Assistant to the State Board of Higher Education

Approved on May 29, 2014, by the State Board of Higher Education.