North Dakota State Board of Higher Education  
Minutes of the June 26, 2014, Meeting  
NDUS Information Technology

Board Chair Diederich called the meeting to order at 8:05 a.m. CST.

Members present:
- Dr. Kirsten Diederich, Board Chair
- Dr. Terry Hjelmstad, Vice Chair
- Mr. Grant Shaft
- Ms. Janice Hoffarth, Staff Advisor
- Mr. Duaine Espegard
- Mr. Don Morton
- Dr. Doug Munski, Faculty Advisor
- Mr. Devin Hoffarth

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
- Mr. Steve Bensen, Executive Vice President Business Administration, 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
- Mr. Brian Foisy, Vice President of Administration & Finance, MiSU
- Dr. Ray Nadolny, President, WSC

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 Spryczynatyk, Director of Strategic Planning
- Dr. Sonia Cowen, Interim Vice Chancellor for Academic and Student Affairs
- Mr. Rick Tonder, Director of Facilities Planning
- Ms. Kristie Hetzler, Executive Assistant to the State Board of Higher Education

Approval of Minutes
Morton moved, Hjelmstad seconded, to approve May 29, 2014, Board meeting minutes.
Espegard, Hjelmstad, Hoffarth, Shaft, Morton, and Diederich voted yes. The motion carried.

**Approval of Board agenda**
Shaft moved, Hoffarth seconded, to approve the Board agenda.

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

**Board Chair’s Report**
Board Chair Diederich presented plaques to the retiring board members and faculty representative- Mr. Espegard, Mr. Hoffarth, and Dr. Munski- and thanked them for their service. She congratulated Dr. Melicher and Mr. McEwen as new members to serve on the board and welcomed Dr. Murphy as the new faculty representative to the SBHE. The Board Chair announced the 2014-2015 membership of the SBHE committees as follows:

- SBHE Academic and Student Affairs Committee: Dr. Hjelmstad, Dr. Murphy, Mr. McEwen, and Ms. Reichert (chair);
- SBHE Budget and Finance Committee: Mr. Shaft, Dr. Diederich, Ms. Hoffarth, and Mr. Morton (chair);
- SBHE Audit Committee: Dr. Diederich, Mr. Morton, and Ms. Neset (chair).

**SBHE Retreat**
Interim Chancellor Skogen stated there will be no board business conducted at the July 30 and 31, 2014, Board retreat. The Association of Governing Boards (AGB) will be conducting training, and Ms. Connie Sprynczynatyk will assist the SBHE with development of the 2015-2020 NDUS Strategic plan.

**Presidential Evaluations**
Dr. Skogen informed the SBHE that he has completed presidential evaluations for FY14. After talking with a consultant, he decided not to move forward with the 360 reviews of the presidents. He explained that due to ND’s open record laws, the value of a 360 review would be limited since there is not an effective way to provide meaningful feedback. Further, he noted his time as interim chancellor is less than a year and that he will defer the use of a 360 review process to his successor.

NDUS Director of Strategic Planning Connie Sprynczynatyk provided a brief to the Board regarding NDUS participation in the 2020 and Beyond planning effort. She indicated the 2020 & Beyond planning documents, other similar planning efforts, plus broad stakeholder input from across North Dakota, will inform the work of the Board at its strategic planning retreat on July 31. She said the 2015-2020 strategic plan is expected to be finalized in October 2014.

Interim Vice Chancellor of Academic & Student Affairs Dr. Sonia Cowen indicated that taskforces were formed to address the expectations outlined in the Pathways to Student Success plan. Interim Chancellor Skogen reached out to the Chancellor’s Cabinet, Academic Affairs Council (AAC), Student Affairs Council (SAC), Council of College Faculty (CCF), and the Superintendent of Public Instruction (DPI) for representatives to serve on the following taskforces:

- Admissions Index for Student Success
- Best Practices in Remedial/Developmental Education for Student Success
- Remedial/Developmental Education via Grade 12 of North Dakota’s Public P-12 Schools

Dr. Lori Reesor, University of North Dakota’s vice president of student affairs, and Dr. Raymond Gerszewski, Mayville State’s VPSA & institutional research, presented the Admissions Index taskforce recommendations to the Board. **Admissions Index for Student Success.**

Vice Chancellor of Information Technology and Informational Research Dr. Lisa Feldner demonstrated website [https://slds.ndcloud.gov/public/default.aspx](https://slds.ndcloud.gov/public/default.aspx) to show data on student achievement. The data from school districts and Regional Education Association (REA) has been consolidated so that school districts can review the information collectively without violating Family Educational Rights and Privacy Act (FERPA) laws.

Vice Chancellor for Administrative Affairs, Laura Glatt updated the Board on actions to address affordability. These include expanding eligibility in the needs-based state grant program to part-time students, including the adult learners. North Dakota’s participation in two national efforts: FAFSA completion project and American College Application Campaign.

Dr. Cheryl Nilson, chair of math & computer science department at Minot State University and Dr. Ken Haught, dean of college of arts & sciences at Dickinson State University, presented best practices in remedial/developmental education in Math and English to the Board.

Dr. Sonia Cowen briefed the Board on remedial/developmental education via grade 12. North Dakota (ND) State Department of Public Instruction (DPI) and North Dakota University System (NDUS) worked collaboratively to form a task force of ND’s secondary and postsecondary leaders in December 2013 to address the pending implementation of Pathways to Success Plan, as approved by the SBHE in November 2012. Specific attention was paid to Pathway’s initiatives identified under the categories of “Quality” and “Learning”:

- Ensure alignment between secondary and postsecondary standards and expectations.
- Provide quality and timely feedback to K-12 for improvement in a P-20 environment.

The SBHE discussed whether this would have to be addressed with legislation. Dr. Skogen indicated that he would follow up on the discussion with Superintendent Kirsten Baesler.

Dr. Skogen informed the Board that joint NDUS and DPI standards have been developed for dual credit courses (college courses that students take during their high school years that become dually eligible for high school credit). Ms. Glatt informed the SBHE, consistent with Pathways Plan expectations, two common dual credit rates have been established for implementation no later than Fall 2015. Furthermore, consistent definitions, coding and reporting, have also been identified.

Ms. Glatt indicated institutional and system personnel have been working diligently over the past several months to develop a comprehensive tuition model that incorporates the elements outlined in the Pathways Plan. The development of individual campus tuition model is complex given the number of simultaneously changing variables:
• Flat rate to per credit, at most campuses;
• Blend non-mandatory fees with tuition;
• Blended on-campus and on-line rate;
• Changes in residency rates;
• Limits on waivers.

The taskforce asked the Board to consider eliminating the requirement of common rates within tiers, due to: its inherent conflict with the new higher education state funding model and given the variation of current rates and models, the transition costs would be significant at some campuses. She also recommended that the timeline for implementation of the new tuition model be delayed permitting the new admission index to go into place first. This would help campuses to better predict potential revenue impacts as a result of admission standards and differentiate those impacts from enrollment changes due to tuition model changes.

**Council of College Faculties (CCF) Report**
Dr. Douglas Munski announced Dr. Eric Murphy will serve on the SBHE to represent the council of College Faculties (CCF) beginning July 1, 2014.

**Staff Senate Report**
President of State Staff Senate, Ms. Emma Tufte, announced the following State Staff Senate officers for the 2014-2015 year:

- Emma Tufte, President, Valley City State University
- Kristi Swartz, Past President, University of North Dakota
- Diane Hillebrand, Vice President/President Elect, University of North Dakota
- Janice Hoffarth, Staff Representative to the State Board of Higher Education, University of North Dakota
- Sarah Olson, Secretary/Treasurer, Mayville State University
- Josh Nichols, Communications Officer, Dickinson State University
- Carla Sivesind, HRC non-voting representative, Bismarck State College

Ms. Tufte requested the Board to waive the second reading for Policy 820, employee tuition waiver, so implementation can take place in the fall of 2015.

**Capital Projects Presentations**
Each campus presented their 2015-2017 capital project priorities to the SBHE.

The Board recessed at 12:30 p.m. to attend an announcement from the University of North Dakota and the Hess Corporation at University Place. The announcement took place at 3601 University Avenue, Grand Forks, ND, 58202.

The Board reconvened at NDUS Information Technology building at 2:14 p.m.

**Appointments**
Espegard moved, Hoffarth seconded, to appoint Dr. Hjelmstad to the Board Challenge Grant Review Committee.

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

Espegard moved, Morton seconded, to appoint Dr. Melicher to the School of Medicine and Health Sciences Advisory Council.

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

Morton moved, Espegard seconded, to appoint Dr. Melicher to the Centers of Excellence Commission.

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

**Strategic Plan**
Espegard moved, Hoffarth seconded, to extend the current 2009-2013 NDUS strategic plan until December 31, 2014.

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

**UND Core Library**
Espegard moved, Hoffarth seconded, to approve the memorandum of agreement for the UND Core Library.

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

**Presidential Contract Terms**
Hjelmstad moved, Morton seconded to approve presidential contract terms.

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

**Master Plan**
Espegard moved, Shaft seconded, to accept the Paulien & Associates master plan findings and recommendations, and further direct NDUS to develop an implementation plan to be presented to the SBHE in September 2014.

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

**SBHE Academic and Student Affairs Committee**
Committee Chair Diederich stated the committee recommends consent approval for the following:

Stage II – Organizational Change
- University of North Dakota’s Request for an Organizational Change to establish a New Center: Center for Comparative Effectiveness Analytics; effective fall 2014.
Stage II – Institutional Organization Notice and Approval


- Central Michigan Renewal
- Embry-Riddle Renewal
- Park University Renewal
- Rasmussen College Renewal

Hoffarth moved, Morton seconded, to approve the SBHE Academic and Student Affairs Committee recommendations.

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

Tenure Requests

Shaft moved, Hjelmstad seconded, to approve the tenure request submitted by North Dakota State University.

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

SBHE Budget and Finance Committee

Committee Chair Espegard stated the SBHE Budget and Finance Committee recommend approval for the following:

- Approve the FY15 NDUS Office budget.
- Approve TIAA-CREF Revenue Credit disbursement.
- Approve retirement plan Investment Policy Statement.
- Approve 13-15 Deferred Maintenance Funding Allocation (remaining $5 million).
- Authorize BSC to enter into a land lease agreement with the Student Housing, LLC (a wholly owned subsidiary of the Bismarck State College Foundation) to enable the construction by the Student Housing, LLC, of apartment units on the BSC campus to provide housing for BSC students, and approve terms of the land lease agreement between BSC and the Student Housing, LLC.
- Approve an increase in LRSC’s mandatory student activity fee. ($300 to $480 effective Fall 2016, contingent on sales tax increase).
- Ratify Chancellor’s authorization for NDSU to increase spending authority for the new STEM Classroom/Lab building from $28,120,000 to $29,367,709 (4.4371%), an increase of $1,247,709 to be funded from the capital project contingency pool as per SB 2003.

Espegard moved, Hoffarth seconded, to approve the SBHE Budget and Finance Committee recommendations.

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

Shaft moved, Hjelmstad seconded, to approve the proposed 2015-17 Biennial Operating Budget request, including sufficient funding to permit a tuition freeze at all campuses in the 2015-2017 biennia.

Hoffarth, Shaft, Hjelmstad, Morton, Espegard, and Diederich voted yes. The motion carried.
Financial and Facility Consent:
Espegard moved, Shaft seconded, to approve the following financial and facility consent items:

- Approve VCSU line item transfer from the operations line to the capital assets line, totaling $95,000, as permitted in Section 35 of SB2003. The transfer is for the construction of a new storage facility to house various departments’ equipment and supplies and allows VCSU to remove an old grain building currently used for storage.
- Authorize VCSU to proceed with the Demolition of Retired Science Building at an estimated cost of $500,000 to be funded up to $500,000 with appropriated deferred maintenance funds.
- Authorize UND to proceed with miscellaneous renovations of the Old Main Marketplace food court located within the Memorial Union at an estimated cost of $360,000 to be funded from local funds.
- Request modification of November 2010 SBHE approval of the Master’s Degree in Public Health (MPH) degree program to remove the following language: “Neither university will offer any tuition waivers during the ‘core course’ phase unless otherwise specified by NDUS policy.”

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

Board Policy 820
Ms. Glatt requested to add language to section three regarding employee tuition waivers. Following Employee tuition waivers, including mandatory student fees add “excluding CND, NDSA and technology fees.” The new complete sentence would read: “Employee tuition waivers, including mandatory student fees (excluding CND, NDSA and technology fees), for a "benefited employee," as that term is defined in Policy 703.2.”

Shaft moved, Hjelmstad seconded to approve the first reading, waive second reading, and adopt Policy 820, with language added.

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

Board Policy 703.3
Mr. Sagsveen presented the second reading of SBHE Policy 703.3.

Morton moved, Hoffarth seconded, to adopt SBHE policy 703.3.

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

Mr. Duaine Espegard thanked everyone he had the privilege working with for the past seven years, and for their part in advancing the university system.

Adjourn

Approved on October 2, 2014, by the State Board of Higher Education.