North Dakota State Board of Higher Education
Minutes of the October 30, 2014, Meeting
At Valley City State University

Board Chair Diederich called the meeting to order at 8:30 A.M. CT.

Members present:

Dr. Kirsten Diederich, Board Chair
Mr. Grant Shaft
Ms. Kari Reichert
Dr. Eric Murphy, Faculty Adviser
Dr. Kevin Melicher

Dr. Terry Hjelmstad, Vice Chair
Mr. Chris McEwen
Ms. Janice Hoffarth, Staff Adviser
Ms. Kathleen Neset

Interim Chancellor present: Dr. Larry C. Skogen

Institution Presidents present:

Dr. Ken Grosz, Dean, DCB
Dr. Doug Darling, President, LRSC
Dr. Gary Hagen, President, MaSU
Dr. John Richman, President, NDSCS
Dr. Timothy Alvarez, Vice President for Student Affairs, NDSU
Dr. Robert Kelley, President, UND
Dr. Margaret Dahlberg, Interim President, VCSU
Ms. Tamara Barber, Interim Executive Vice President, BSC
Dr. Steve Shirley, President, MiSU
Mr. Terry Olson, Interim President, WSC

NDUS senior staff present:

Dr. Sonia Cowen, Interim Vice Chancellor for Academic and Student Affairs
Mr. Murray Sagsveen, Chief of Staff and Director of Legal Services
Ms. Linda Donlin, Director of Communications and Media Relations
Ms. Kristie Hetzler, Executive Assistant to the State Board of Higher Education
Ms. Cynthia Goulet, General Counsel
Ms. Tracy Kolb, Assistant General Counsel
Interview
The State Board of Higher Education members interviewed Dr. Tisa Mason for the position of Valley City State University president.

Chair Diederich stated the next item on the agenda is the selection of the next president of Valley City State University. This item may be discussed in an executive session. The legal authority for closing this portion of the meeting is North Dakota Century Code sections 15-10-17(1)(a) and 44-04-19.2. The purpose of this executive session is to review the recommendations of the search committee and chancellor, consider the appointment of a president, review any background information about the candidates, and consider the contract terms.

Hjemstad moved, McEwen seconded, in accordance with North Dakota Century Code sections 15-10-17 and 44-04-19.2, that the Board meet in executive session to consider (1) the appointment of, and contract terms for, the next president of Valley City State University; (2) consider any confidential or other background information on the candidates; and (3) limit the executive session to voting board members, nonvoting advisors, chancellor, the executive assistant to the State Board of Higher Education, and board counsel.

Chair Diederich announced the executive session will be recorded and all participants are reminded to limit their discussion during the executive session to the announced topic. Any collective decision, collective commitment, or other final action by the Board will occur after it reconvenes in an open meeting.

Chair Diederich also stated that the participants of the executive session would convene in the McFarland Hall Alumni Room and would reconvene the open portion of the meeting at approximately 10:15.

The following were present during executive session:

Dr. Kirsten Diederich, Board Chair
Dr. Terry Hjelmstad, Vice Chair
Mr. Grant Shaft
Mr. Chris McEwen
Ms. Kari Reichert
Ms. Kathleen Neset
Dr. Kevin Melicher
Ms. Janice Hoffarth, Staff Adviser
Dr. Eric Murphy, Faculty Adviser
Dr. Larry C. Skogen, Interim Chancellor
Mr. Murray Sagsveen, Chief of Staff
Ms. Kristie Hetzler, Executive Assistant to the State Board of Higher Education

The executive session was adjourned at 9:54 A.M. CT.
The State Board of Higher Education reconvened in the Student Center, Skoal room, at Valley City State University at 10:15 a.m.

Roll Call:
Dr. Kirsten Diederich, Board Chair
Dr. Terry Hjelmstad, Vice Chair
Mr. Grant Shaft
Mr. Chris McEwen
Ms. Kari Reichert
Ms. Kathleen Neset
Dr. Kevin Melicher
Ms. Janice Hoffarth, Staff Adviser
Dr. Eric Murphy, Faculty Adviser

Hjelmstad moved, Melicher seconded, to appoint Dr. Tisa Mason as the next president of Valley City State University, subject to the following:
1. Completion of required background checks to the satisfaction of the chancellor; and
2. Negotiation of an appropriate contract with Dr. Tisa, to be signed by the chancellor, which includes the following terms:
   a. Benefits in accordance with state law and board policy;
   b. Initial contract term is three years;
   c. Starting date is negotiable, but not later than December 31, 2014;
   d. Moving expenses in accordance with SBHE Policy 806.3.
   e. Salary to be negotiated by the chancellor, within the range approved by the Board in executive session.

Hjelmstad, Diederich, Melicher, Neset, Shaft, Reichert, and McEwen voted yes. The motion carried.

Approval of Board Agenda
McEwen moved, Reichert seconded, to approve the Board agenda.

Reichert, Neset, Shaft, Hjelmstad, Melicher, McEwen and Diederich voted yes. The motion carried.

The Board recessed until 10:30 a.m. CT.

Approval of Minutes
McEwen moved, Reichert seconded, to approve the September 3, 2014, Board meeting minutes.

Melicher, Neset, Hjelmstad, McEwen, Diederich, Shaft, and Reichert voted yes. The motion carried.

Interim Chancellor’s Report
The Executive Director of the Great Plains STEM Education Center, Dr. David DeMuth presented on the Science, Technology, Engineering, and Math (STEM) program offered at Valley City State University. He indicated more information regarding STEM can be found at www.ndstem.org.
Council of College Faculties (CCF) Report
Mr. Fernando Quijano stated the CCF has concerns regarding the new motor pool policy. He indicated that some faculty members expressed concerns on the ability to deliver their curriculum in certain demographics throughout the state. Chancellor Skogen stated he will inquire and report back to the Board.

DCB Progress Report
Dr. Ken Grosz, Dean of Dakota College at Bottineau (DCB), reported the results of the Higher Learning Commission evaluation team's review at DCB. DCB was reaccredited for the maximum allowable ten years. DCB was asked to submit two progress reports to the commission. The first report's topic, a report on planning (including finances, assessment, resource allocation, and enrollment management), was submitted on June 30, 2012, and approved by HLC. The second progress report is due November 1, 2014; the topic is a report on strategic planning, including an enrollment management plan and an integrated strategic plan document approved by the board.

Reichert moved, McEwen seconded, to approve DCB’s report due on November 1, 2014, to the HLC.

Hjelmstad, McEwen, Diederich, Shaft, Melicher, Neset, and Reichert voted yes. The motion carried.

IT Strategic Plan
The Assistant to the Chief Information Officer, Mr. Rich Lehn, presented a NDUS Information Technology Strategic Plan. The plan aligns with and supports the “Strategic Plan” approved by the State Board of Higher Education. The Board inquired whether the plan requires all NDUS email accounts to be unified system wide. Chancellor Skogen indicated that will be addressed at the November 20th Board meeting.

Melicher moved, McEwen seconded, to approve NDUS Information Technology Strategic Plan.

Diederich, Shaft, Melicher, Neset, Hjelmstad, McEwen, and Reichert voted yes. The motion carried.

WSC Interim President
Chancellor Skogen requested the Board ratify his appointment of Mr. Terry Olson as interim president of Williston State College effective October 21, 2014.

Hjelmstad moved, Neset seconded, to approve ratification of Dr. Skogen’s appointment of Terry Olson as Williston State College Interim President effective October 21, 2014.

Hjelmstad, McEwen, Diederich, Shaft, Melicher, Neset, and Reichert voted yes. The motion carried.

Minard Hall
Mr. Daniel Hull requested an amendment to an authorization for the NDSU’s Minard Hall project that was previously approved on September 25, 2013. The Board members requested more information.
McEwen moved, Neset seconded, to postpone action on NDSU’s Minard Hall request until November 20, 2014.

Hjelmstad, McEwen, Diederich, Neset, Shaft, Melicher, and Reichert voted yes. The motion carried.

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

Stage II -- Organizational Change
- North Dakota State University’s request for an organizational change to establish a new center: Center for Immunization Research and Education (CIRE), effective fall 2014.
- North Dakota State University’s requests for an organizational change to establish a new center: Communication Research and Training Center, effective fall 2014.
- University of North Dakota’s request for an organizational change of title: From University Children’s Center to University Children’s Learning Center, effective fall 2014.

Stage II -- Program Termination
- Bismarck State College’s request for program terminations:
  - Diploma (D) in Electronics/Telecommunications Technology, effective spring 2015;
  - Diploma (D) in Hospitality Management, effective spring 2015;
  - Diploma (D) in Instrumentation and Control Technology, effective spring 2015;
  - Diploma (D) in Power Plant Technology, effective spring 2015; and,
  - Diploma (D) in Process Plant Technology, effective spring 2015.
- Minot State University’s request for a program termination: B.S.Ed. with a major in Education of the Deaf, effective spring 2015.

Hjelmstad moved, Melicher seconded, to approve the SBHE Academic and Student Affairs Committee recommendations.

Melicher, Shaft, Hjelmstad, McEwen, Reichert, Neset and Diederich voted yes. The motion carried.

SBHE Budget and Finance Committee
The SBHE Budget and Finance Committee recommends approval for the following:
- Ratifying the Chancellor’s interim approval for VCSU to proceed with the Vangstad Auditorium and Classroom Building project at an estimated cost of $3,607,929 to be funded by $3,454,643 state capital assets funds and $153,286 in SBHE capital project contingency pool funds; further authorize transfer of $153,286 from SBHE capital contingency pool to VCSU.

Neset moved, Reichert seconded, to approve the SBHE Budget and Finance Committee recommendations.

Melicher, Shaft, Hjelmstad, McEwen, Reichert, Neset and Diederich voted yes. The motion carried.

Other Board Consent
• Authorize NDSU to proceed with the Heating Plant Boiler #1 Replacement Project at an estimated cost of $3,700,000 to be funded from: $960,000 2013-2015 extra-ordinary pairs; $1,730,703 2013-15 one time deferred maintenance pool allocation; and $1,009,297 utility sales local funds.
• Approve Renaming of NDSU School of Music after Robert and Sheila Challey.
• Ratify the Chancellor’s interim authorization for NDSCS to proceed with the NDSCS Auditorium Lighting Upgrades project estimated to cost $275,000 from a combination of 13-15 state Deferred Maintenance Pool allocation and local funds.
• Ratify the Chancellor’s interim authorization for NDSCS to proceed with the Haverty Hall elevator replacement project estimated to cost $300,000 from the 13-15 state Deferred Maintenance Pool allocation.
• Ratify the Chancellor’s decision to authorize UND to accept the donation of a house/lot at 2912 University Avenue in Grand Forks from the UND Alumni Association.

Reichert moved, McEwen seconded, to approve the following other Board Consent items:
• NDSU Heating Plant Boiler #1 Replacement Project
• Renaming NDSU School of Music
• NDSCS Auditorium Lighting Upgrades Project
• NDSCS Haverty Hall Elevator Replacement Project
• UND to accept the donation of a house/lot at 2912 University Avenue in Grand Forks from the UND Alumni Association

Hjelmstad, McEwen, Reichert, Neset, Melicher, Shaft, and Diederich voted yes. The motion carried.

Board Policy
Mr. Sagsveen presented the first reading of the following SBHE policies:

Policy 805.3 Application Fees
Policy 1912 Records Retention
Policy HR 23 Resignation

Ms. Kelly Rusch presented the first reading of SBHE Policy 611.2 Intellectual Property.

Reichert moved, Hjelmstad seconded, to approve first readings of SBHE policies 805.3, 1912, HR 23, and 611.2.

Melicher, Neset, Shaft, Hjelmstad, McEwen, Reichert, and Diederich voted yes. The motion carried.

Board Discussion Concerning Assessment of Meeting and Potential Future Agenda Items
Chancellor Skogen recommended consolidating the Board agenda materials by only submitting the ten point summary that was previously approved by the Board and to include the background materials within the summary by hyperlinking the documentation. He explained that the ten point summary will address the Board members’ top priorities and the hyperlink will provide further information if Board members have any questions. Board members agreed with the Chancellor’s recommendation to provide the following summary for Board agenda items:
McEwen moved to adjourn. Meeting adjourned at 1:20 p.m. CT.

Break for Lunch

Mr. Murray Sagsveen and Ms. Cynthia Goulet conducted Board orientation regarding legal responsibilities to new Board members. The following Board members were present:

- Dr. Kevin Melicher
- Mr. Chris McEwen
- Dr. Eric Murphy

Board training concluded at 2:45 p.m. CT.

Approved on November 20, 2014, by the State Board of Higher Education.