

STATE BOARD OF HIGHER EDUCATION
Minutes – November 20-21, 1997
Minot, North Dakota

The State Board of Higher Education met November 20-21, 1997 at the International Inn in Minot. The president called the meeting to order at 1:00 P.M. Members present were:

Paul Ebeltoft, President	Beverly Clayburgh
Joe Peltier, Vice President	Craig Caspers
Cynthia Kaldor	Shane Waslaski, Student Member
Jeanette Satrom	Kay Fulp, Faculty Representative
John Hoeven	

Presidents and Executive Deans present were:

Dr. Ken Baker, UND	Dr. Thomas Plough, NDSU
Dr. Ellen Chaffee, MaSU/VCSU	Dr. Erik Shaar, MiSU/MiSU-BC
Dr. Phil Conn, DSU	Mr. Garvin Stevens, UND-W
Dr. Sharon Etemad, UND-LR	Dr. Donna Thigpen, BSC
Dr. Jerry Olson, NDSCS	

Staff members present were:

Larry A. Isaak, Chancellor
Michel Hillman, Vice Chancellor for Academic Affairs
Laura Glatt, Vice Chancellor for Administrative Affairs
H. P. Seaworth, General Counsel & Executive Secretary
Stacy Herron, Director of Communications
Carol Asplund, Administrative Officer

Mr. Ebeltoft introduced Senators Rolland Redlin and Darlene Watne and Representatives Gerald Sveen, John Warner, and Janet Wentz who attended portions of the meeting.

Minutes

It was moved by Mrs. Kaldor, seconded by Mr. Caspers, and unanimously carried to approve the October 15-16, 1997 minutes as distributed.

Board President's Report

Mr. Ebeltoft reported on the Board's joint meeting with Governor Schafer and the Legislative Council to present the Board's Strategic Six-Year Plan. He said the governor and legislators were very pleased with the plan and complimented the Board for the good report.

Chancellor's Report

Chancellor Isaak reported on his and Peggy Wipf's meetings in Washington, D.C. to meet with the Congressional delegation, Department of Education officials and others.

The University System office staff will provide capital improvement tracking reports, including the status of major capital projects at UND and NDSU, the alternative tuition models study, and the SAGE (administrative systems) project to the Legislative Council Budget Section on December 3.

The Board reviewed the final draft of the first University System viewbook which will be printed and distributed to all high school juniors in North Dakota. The viewbook includes information on programs, services and costs at each System institution.

Chancellor Isaak spoke at a Greater North Dakota Association meeting. The keynote speaker, Dr. David Birch, said North Dakota is successful in educating students. Dr. Birch cited four key reasons, in priority order, for a successful economy: (1) good colleges and universities that businesses can access, (2) airports, (3) a nice place to live, and (4) an entrepreneurial culture.

Chancellor Isaak suggested the March 19, 1998 Board meeting scheduled over the Interactive Video Network be changed to a one-day meeting in Bismarck. The Board concurred.

Student Association Report

Willy Maxwell, ND Student Association President, addressed the common calendar issues NDSA members considered at their last meeting:

- A. The Friday before finals be a reading and review day and that it be recognized as an academic day of instruction.
- B. The Wednesday before Thanksgiving be an optional Administrative Day with no exams on that day.
- C. No papers due or tests given on Monday and Tuesday before reading and review day for the fall semester or Wednesday and Thursday before reading and review day for the spring semester.
- D. Stagger registration times to prevent overloads on the computer system.

UND student Jonathan Sickler, a member of the committee studying alternative tuition models, said students support the current tuition model. He said NDSA passed the following resolution at their November 14-15 meeting:

“Whereas, the students and administrators do not have adequate factual data to support changing to a per credit model; and

Whereas, decreased enrollments and loss of focus on liberal arts education are great concerns which will be affected by per credit models; and

Whereas, students express concern with basic assumptions underlying per credit models; and

Whereas, the University System should facilitate exploratory and generalized learning through minors and additional non-required courses; and

Whereas, full-time students have made a full-time commitment to academic learning; and

Whereas, full-time students are more likely to be involved in extracurricular activities and the University System should facilitate this involvement; and

Whereas, it is justifiable that part-time students should pay an additional amount for the convenience of attending part-time,

Therefore, be it resolved that the North Dakota Student Association supports the current tuition model with continuing dialogue on the concerns raised by the current model.”

Mr. Sickler said the students have decided to stay with their stance to limit a tuition increase to 4 percent. They do not support the 5 to 6 percent increase in tuition as stated in the Board’s Strategic Plan.

Mr. Ebeltoft said the tuition issue will be discussed later in the meeting.

Mr. Sickler said last year, as an organization, they made great strides in becoming a well-informed and viable organization. This could not have been possible without the assistance of many people. He read the following resolution passed by the North Dakota Student Association:

“Whereas, the transportation and monetary support of President Baker was essential to the successful operation of NDSA’s lobbying effort; and

Whereas, President Baker has consistently supported NDSA in its leadership during the troubled times of the organization’s life; and

Whereas, there was a concentrated effort to include student opinion and input by the North Dakota University System personnel; and

Whereas, the office support given to NDSA during the Legislative Session was a vital part of the lobbying effort;

Therefore, be it resolved that the North Dakota Student Association formally recognizes both President Baker of UND and Chancellor Larry Isaak as the representative of the NDUS office for their support of NDSA during the 1997 Legislative Session.”

Council of College Faculties Report

Ms. Fulp said she attended a dinner honoring Dr. Sudhir Mehta at NDSU for his excellence in teaching and his innovative use of technology in the classroom.

Ms. Fulp said Board members will be invited to the statewide faculty conference in Bismarck in April. The conference will focus on what faculty do. The Council of College Faculties wants to know if the Board desires to have a sick leave policy for faculty and administrators on the campus. The Council is currently studying the issue.

Ms. Fulp urged Board members to support the common calendar and work toward solutions within the individual campuses rather than change the current model as requested by the students.

Special Orders

Western Governors University

Jeff Livingston, Chief Executive Officer, Western Governors University, reported on the progress of implementation of the Western Governors University. He said the goals of WGU are to (1) expand access through technology, (2) provide formal

recognition of acquired skills and knowledge by focusing on competencies of students, and (3) minimize the costs of duplication of programs. Mr. Livingston said WGU will provide credentials through other providers from the associate degree through graduate degrees and will market programs and courses for transfer to a traditional institution. The providers must meet WGU quality standards. He said four agencies have joined together to create an accrediting committee which will create a set of standards and requirements for WGU's accreditation.

Sixteen states are participating in WGU. The Board of Trustees consists of four governors, three higher education officials, and seven business leaders, however North Dakota is not represented on the Board of Trustees. The initial funding came from the participating states. The remainder of funding has come from foundations and corporations. WGU is considering issues such as tuition and financial aid.

Mr. Livingston said the states will have to decide if the institutions will be participating as exporting and/or importing institutions. Bismarck State College has been identified as an access center in the pilot project.

Following discussion Mr. Peltier **moved** that the State Board of Higher Education strongly urges the Western Governors University Board of Trustees to amend its bylaws to provide that there be at least one representative from each of the originating states on the Board of Trustees. Mrs. Clayburgh seconded the motion. Mrs. Kaldor, Mr. Peltier, Mrs. Satrom, Mr. Hoeven, Mrs. Clayburgh, Mr. Caspers, Mr. Waslaski, and Mr. Ebeltoft voted aye. The motion carried.

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Congressman Earl Pomeroy addressed the Board at this time. He said he appreciates the partnership the congressional delegation has had with the campuses and Chancellor. He said Congress is showing an inclination to commit federal resources to higher education, however they are reluctant to appropriate funds for new buildings.

Six-Year Plan

The Board reviewed the fourth draft of the North Dakota University System Strategic Plan for 1998-2004. **It was moved** by Mr. Hoeven to accept and approve the Six-Year Plan for the University System and the campuses' six-year plans for the period of 1998-2004, subject to timeline and budget revisions as the 1999-2001 biennial budget request is developed. Mrs. Satrom seconded the motion.

Mr. Waslaski **moved** to amend the motion and approve the Plan with this change: amend paragraph 2 under Section C on page 4 to read as follows: "The Board will strive to maintain tuition and fee rates which are reasonable and affordable. ~~If state resources increase at least 5-6% per year, student tuition increases will be no greater than 5-6% per year.~~ The ability to do this will depend primarily on future state general fund appropriations." Mr. Caspers seconded the motion. Mr. Maxwell indicated that the North Dakota Student Association endorses this amendment. Mrs. Kaldor, Mr. Peltier, Mrs. Satrom, Mr. Hoeven, Mrs. Clayburgh, Mr. Caspers, Mr. Waslaski, and Mr. Ebeltoft voted aye. The motion carried.

The Board then voted on the main motion to approve the Strategic Plan as amended. Mrs. Kaldor, Mr. Peltier, Mrs. Satrom, Mr. Hoeven, Mrs. Clayburgh, Mr. Caspers, Mr. Waslaski, and Mr. Ebeltoft voted aye. The motion carried.

Chancellor Isaak thanked the Cabinet, the campus staffs, and the University System office staff for all of their work in preparing the Plan.

Common Course Numbering Status Report

Dr. Hillman presented an update on the common course numbering initiative. He reviewed the actions taken over the past few years to improve the transfer of students and the future plans and the process to implement common course numbering. Dr. Hillman said the thrust of the common course numbering initiative is to develop an on-going System-wide, student-centered process that promotes a positive transfer experience.

Dr. Hillman said the faculty discipline conference in September focused entirely on implementation of common course numbering. Another conference is scheduled for April 1998. He said the implementation of the Student Progress and Achievement Research Cooperative (SPARC) or an equivalent system is needed in order to address faculty concerns, meet the needs of students, and assist in improving the common course numbering system.

Dr. Hillman said the University System will have a significant number of common course numbers, titles and prefixes in place for the Fall, 1998.

Dr. Hillman thanked the Board for authorizing the expenditure of funds for a full-time NDUS Coordinator of Articulation and Transfer. The screening committee has narrowed applications for the full-time coordinator and hopes to have a person appointed and active by January 1, 1998.

Long Range Compensation Committee Status Report

Dr. Paul Venzke presented a summary of the NDUS Compensation Committee report. Taking the targets set in the six-year plan, the committee is discussing the following long-term salary strategy:

- ◆ Increases of 1% over projected inflation of 3% for each of the first two years (1999-2001) for a total increase of 4%;
- ◆ Increases of 1.5% above inflation for each of the next two years (2001-2003) for a total increase of 4.5%; and
- ◆ Increase of 2% above inflation of each of the last two years (2003-2005) or 5%.

Dr. Venzke said the committee's draft recommendation also supports the six-year plan strategy which calls for internal reallocation of 5% over the six-year period or approximately .83% per year for additional salary increases.

The benefits committee is discussing issues such as professional/career development for faculty and staff, tuition waivers, job sharing, flexible work hours, new insurance programs, and overload and/or overtime pay related to retirement contributions. Dr. Venzke said the final report will include recommended priorities within salary increases and benefit enhancements combined, along with the estimated cost of

implementing the various recommendations. Mr. Ebeltoft asked the compensation committee to address the extent to which faculty and staff are committed to reallocating resources to increase salaries.

Minot State University-Bottineau Campus Status Report

President Shaar reported on the progress of the merger of Minot State University and MiSU-Bottineau Campus. Dr. Shaar said he would like to delay a full merger until after the reaccreditation visit at Minot State by North Central Association of Colleges and Schools. Dr. Kathleen Corak-Sund reviewed some of the activities at the Bottineau campus. She said Bottineau is positioned to respond to the Welfare to Work program to help women pursue vocational training designed to get them off of welfare. She said Bottineau's close proximity to the Turtle Mountain Reservation can provide MiSU students both pre-practicum and student teaching experiences with culturally diverse populations. Bottineau has an articulation agreement with Brandon University in Manitoba which addresses the needs of their students in Horticulture and Forestry. Negotiations are proceeding in the areas of Water Quality and Wildlife Management. Dr. Corak-Sund said there is a market for people trained in commercial recreation management and the parks and recreation curricula at Bottineau can meet that need. She will begin discussions with leadership at the Minot Air Force Base to offer many associate degree programs at the base.

President Shaar said he is not sure when a full merger will take place since there are many issues to resolve. Dr. Shaar said he will keep the Board apprised of developments.

Major Capital Project Status Report on UND and NDSU Animal Research Facilities

Dr. Plough reviewed the status of the proposed \$10 million Animal Research Facility at North Dakota State University. The Legislature appropriated state funding of \$4 million, \$1 million of local funds, and \$5 million from the Federal Government for the project. Since NDSU has approximately \$1.9 million of the \$5 million federal funds, Dr. Plough said NDSU is considering the possibility of proceeding with the project in two phases. Phase I would be for the large animal research facility and would match the \$1.9 million of federal funds that are in hand with \$1.9 million in state and local funds for a \$3.8 million project. Phase II of the facility, which is for small animal research, would be delayed until additional federal funds become available.

President Baker explained the funding for the proposed School of Medicine Animal Research Facility. He said UND is lacking \$1.2 million in federal funds for the full \$6 million project since UND did not receive their grant from the Federal Government. The University is trying to raise the funds needed for the project, however if that is not successful, President Baker reviewed alternative construction options, including delaying equipping the building and delaying construction of the laboratories.

Chancellor Isaak said both of the proposals presented by NDSU and UND are within legislative intent and the law. He said these projects will be discussed at the Legislative Council Budget Section meeting in December. Mr. Ebeltoft said legislation gives both NDSU and UND authority to proceed with the projects as proposed, however if either departs from the original resolution, further authorization may be necessary from the Board. President Ebeltoft also expressed concern about delaying the equipping of the

building. He suggested this is not a practice that the Board endorses and discouraged UND and NDSU from developing plans based on this concept.

Status Report on Agricultural Research Board

President Plough reviewed the activities of the Agricultural Research Board. Membership on the Board consists of President of North Dakota State University, the Vice President of Agricultural Affairs, the administrator of the Agricultural Experiment Station, five persons appointed by the Agricultural Coalition, and five persons appointed by the Extension Service Multi-program unit.

The duties of the Board are to determine the causes of any adverse economic impact on crops and livestock produced in the State, to develop strategies for the provision of research solutions to these adverse economic impacts, make available the financial resources necessary to do that, develop an annual budget for the operation of the Experiment Station, develop a biennial budget request, maximize the use of financial resources, evaluate the research at NDSU, advise the administration at NDSU on the selection of the Vice President for Agricultural Affairs, and to advise the director of Extension in the operation of the Extension Service.

The Board requested that they have a chance for input in budget preparation before it is submitted for approval.

Consent Agenda

It was moved by Mr. Peltier, seconded by Mrs. Kaldor to approve consent agenda items 1 through 13. Mrs. Kaldor, Mr. Peltier, Mrs. Satrom, Mr. Hoeven, Mrs. Clayburgh, Mr. Caspers, Mr. Waslaski, and Mr. Ebeltoft voted aye. The motion carried.

1. Authorize **Dickinson State University** to advertise for architect/engineering services for the renovation and expansion of the Student Center and grant authority to the Chancellor to identify the most suitable arrangement and combination of revenues for funding, using excess auxiliary reserves, University Fees, and possibly oil revenue extracted from University property. Estimated cost of the project is between \$1.5 and \$2 million.
2. Approve the Joint Powers Agreement between the City of Bismarck and the North Dakota State Board of Higher Education to provide the authority for the City to provide approximately \$2.3 million to the Bismarck Community Bowl located on the **Bismarck State College** campus. Exhibit A.
3. Approve **Bismarck State College's** request to spend \$150,000 of excess income as follows as a result of increased enrollment:

Salaries and Wages	\$50,000
Operating Expenses	50,000
Equipment	25,000
Plant Improvements	25,000

4. Permit **Valley City State University** to advertise for architect/engineering services for the Osmon Fieldhouse Arena Floor project and authorize the Vice Chancellor for Administrative Affairs to award a contract.
5. Permit **Valley City State University** to advertise for architect/engineering services for the McFarland Hall renovation/remodeling project and authorize the Vice Chancellor for Administrative Affairs to award a contract.
6. Ratify the action of the Vice Chancellor for Administrative Affairs in awarding contracts for the Old Main Emergency Exits Phase I to Mackley for \$178,900 at **Minot State University**. Funding for this portion of the project is from the 1995-97 carry-over.
7. Approve the Joint Powers Agreement between the Board of Higher Education and Ward County for the North Central Research Extension Center Building Campaign to allow the North Central Research Extension Center to accept \$25,000 from Ward County for the purposes of constructing an agriculture-based technology transfer center. Exhibit B.
8. Authorize **North Dakota State University** to proceed with window replacement for Thompson and Seim Halls and the installation of new entrances to the east and west elevators of these buildings. Estimated cost of each building is \$186,000 and will be funded from resident hall repair and replacement funds.
9. Authorize **NDSU** to proceed with parking lot additions, repairs to asphalt lots and repairs to curbs, gutters, and sidewalks. Estimated cost is \$350,000 and will be funded from parking permit fees and income from the pay and metered lots.
10. Authorize **NDSU** to proceed with electrical distribution systems, electrical rewiring, and fire alarm upgrades. Estimated cost is \$225,000 and will be funded by residence hall repair (\$165,000) and from 1997-99 capital improvement budget (\$60,000).
11. Accept the grants and contracts received by **NDSU** and **UND**.
12. Delegate authority to the Chancellor to award the 1997-98 Eisenhower Higher Education grants funds.
13. Ratify the action of the Vice Chancellor for Administrative Affairs in awarding the contract for the surface and subsurface drainage project at **UND-Lake Region** to Nodak Contracting Inc. in cooperation with the City of Devils Lake and the Devils Lake Public School District. The contract is in the amount of \$1,203,945.90.

400 Academic Affairs

University of North Dakota

Dr. Hillman presented UND's request for authorization to offer a Master of Science in Atmospheric Sciences degree and a Master of Science in Atmospheric Sciences degree through distance learning facilities. The program is planned on a two-year cycle so each semester the department will need to offer four courses. **It was moved**

by Mrs. Satrom, seconded by Mrs. Clayburgh to approve the program. Mrs. Kaldor, Mr. Peltier, Mrs. Satrom, Mr. Hoeven, Mrs. Clayburgh, Mr. Caspers, Mr. Waslaski, and Mr. Ebeltoft voted aye. The motion carried.

600 Personnel

Policy

Mr. Seaworth explained that amendments to the following policies eliminate employee appeals to the Board, except for tenured faculty, where the employee is terminated for cause. Mr. Seaworth requested the Board approve the policies on first reading. **It was moved** by Mr. Hoeven, seconded by Mrs. Satrom to adopt the amendments to the following policies on first reading. Mrs. Kaldor, Mr. Peltier, Mrs. Satrom, Mr. Hoeven, Mrs. Clayburgh, Mr. Caspers, Mr. Waslaski, and Mr. Ebeltoft voted aye. The motion carried. Exhibit C.

Policy 305.4 Employees of Institutions – Non-renewal and Dismissals
Policy 306.3 System office Staff – Non-renewal and Dismissals
Policy 605.4 Hearings and Appeals
Human Resource Policy Manual Part 27

Mr. Seaworth said amendments to Policy 507 Student Publications eliminate the necessity of the institution's chief executive to approve guidelines applicable to student publications and other student media. He requested adoption on first reading. **It was moved** by Mrs. Kaldor, seconded by Mr. Caspers to adopt amendments to Policy 507 Student Publications on first reading. Mrs. Kaldor, Mr. Peltier, Mrs. Satrom, Mr. Hoeven, Mrs. Clayburgh, Mr. Caspers, Mr. Waslaski, and Mr. Ebeltoft voted aye. The motion carried. Exhibit D.

The amendment to Policy 611.6 Confidential Proprietary Information deletes the requirement that the institutions submit their confidential projects to the Board for approval. **It was moved** by Mrs. Kaldor, seconded by Mr. Waslaski to adopt Policy 611.6 Confidential Proprietary Information on first reading. Mrs. Kaldor, Mr. Peltier, Mrs. Satrom, Mr. Hoeven, Mrs. Clayburgh, Mr. Caspers, Mr. Waslaski, and Mr. Ebeltoft voted aye. The motion carried. Exhibit E.

Amended Policy 1912 Public Records directs the institutions to adopt procedures providing that all student disciplinary records at the institution are confidential. **It was moved** by Mrs. Clayburgh, seconded by Mrs. Satrom to adopt Policy 1912 Public Records on first reading. Mrs. Kaldor, Mr. Peltier, Mrs. Satrom, Mr. Hoeven, Mrs. Clayburgh, Mr. Caspers, Mr. Waslaski, and Mr. Ebeltoft voted aye. The motion carried. Exhibit F.

800 Financial Affairs

Tuition

Ms. Glatt, a member of the committee studying alternative tuition models, reviewed the status of the committee's progress. She explained that currently the tuition charged is referred to as the flat rate model where full-time students (12 or more credit hours) can take as many courses as they wish and pay a flat rate. Under this model, part-

time students are paying more per credit hour, and in total, for the cost of their education than are full-time students. Other issues the committee is considering are fiscal responsibility of the institution, problems with class add/drops, and tuition charged for collaboration and outreach programs.

Ms. Glatt said the tuition committee has focused on two primary models: (1) the per-credit-hour model, and (2) a combined per-credit-hour/flat rate model. Ms. Glatt reviewed the tuition philosophies the committee adopted.

Students are concerned that the number of exploratory courses (courses not necessary for their degree) taken will decline if they have to pay for these courses. The committee plans to meet with students around the state for their input. Any change in the tuition model would not be implemented before 1999 or later. Ms. Glatt will update the Legislative Council Budget Section on the status of the study at the December 3 meeting. A final report will be presented to the Board in February 1998. Ms. Glatt asked for the Board's direction for further study of the tuition models.

Chris Pederson, student member on the Tuition Study Committee, and Jonathan Sickler and Willy Maxwell, representing the students, said students are in favor of the current flat rate model.

Following comments from the Cabinet members and discussion of the report by the Board, the Board requested that Ms. Glatt direct the Tuition Study Committee to prepare an analysis of the per-credit-hour charge alternative and present it at the February 1998 meeting.

900 Facilities

Minot State University

Larry Eide reported on the damage to Harnett Hall as a result of a fire October 31 which destroyed the theatre and caused major damage to the building. President Shaar requested authority to award contracts to make emergency repairs without soliciting formal bids. **It was moved** by Mrs. Clayburgh, seconded by Mr. Hoeven to approve this request. Mrs. Kaldor, Mr. Peltier, Mrs. Satrom, Mr. Hoeven, Mrs. Clayburgh, Mr. Caspers, Mr. Waslaski, and Mr. Ebeltoft voted aye. The motion carried.

President Plough reported on fire damage to Burgum Hall at North Dakota State University which was contained to one dorm room. The damage is covered by insurance.

Update on Flood Repairs at the University of North Dakota

The Board viewed a video of UND's efforts to recruit students to the campus following the April 1997 flood. President Baker said the flood affected 72 buildings of the 238 on campus. He said the steam distribution system needs to be replaced over a three-year period and will cost approximately \$12 million. He reported that \$11 million has been spent to restore buildings. Damage Survey Reports totaling \$35 million have been submitted to the federal government for reimbursement. To date UND has received \$2.5 million from FEMA and \$3.6 million from the Bank of North Dakota line of credit. Two buildings, the Honors House and 405 Hamline, were demolished. To prepare for

future flooding, shutoff valves in 26 buildings have been installed to forestall sewage backup and the Smith Hall dike has been raised to 52 feet.

Dr. Baker has a "Project Recovery" in place to respond to the employees flood-related needs.

Dr. Baker reported on restructuring the administration at UND. He announced the appointment of Dr. Robert Boyd as Vice President for Student Affairs and Outreach effective July 1, 1998.

UND-Lake Region

Dr. Etemad explained that a \$200,000 loan with the Bank of North Dakota was the most cost-effective alternative for funding the parking lot repair at the campus. This meets with the approval of the State Emergency Commission.

Board Members/Campus Reports

Board members reported on their activities since the last meeting. The Board accepted the campus reports presented by the presidents and executive deans.

The Board discussed Governor Schafer's comments at the joint meeting regarding Board membership. With the concurrence of the Board, Mr. Ebeltoft said he would reconvene the committee working on Board membership.

Mr. Ebeltoft said he would like a follow-up report in six months on the Western Governors University.

The Board meeting adjourned at 12:45 P.M. The Board will meet over the Interactive Video Network January 15, 1998.