

**North Dakota State Board of Higher Education**  
June 16, 2020, Budget and Finance Meeting Minutes

The State Board of Higher Education Budget and Finance Committee met Tuesday, June 16, 2020, at 2:30 p.m. CT, via conference originated from the 10<sup>th</sup> floor of the State Capitol, NDUS Conference Room, 600 E. Boulevard Ave., Bismarck, ND.

Chair Mihalick called the meeting to order at 2:30 p.m. CT.

SBHE Budget and Finance Committee members participating:

Chair Mihalick  
Dr. Casey Ryan  
Ms. Danita Bye  
Ms. Retha Mattern, non-voting advisor

Other participants:

Chancellor Hagerott  
President Skogen, BSC  
Ms. Becky Collins, BSC  
Ms. Lisa Mock, DCB  
Mr. Corry Kenner, LRSC  
Ms. Maryann Olson, NDUS  
President Van Horn, MaSU  
Mr. Steve Benson, MaSU  
President LaFave, VCSU  
Mr. Dennis Gladden, NDSCS  
Mr. Westley Wintch, VCSU  
President Shirley, MiSU  
Mr. Bruce Bollinger, NDSU  
Mr. Mike Pieper, UND  
President LaFave, VCSU  
Ms. Erin Maslowski, NDUS  
Mr. Darin King, NDUS  
Mr. Eric Olson, AG Office

Ms. Tammy Dolan, NDUS  
Incoming President Jensen, BSC  
Dean Migler, DCB  
Ms. Laura Nelson, DSU  
Ms. Joann Kitchens, LRSC  
Mr. Rick Tonder, NDUS  
President Darling, LRSC  
Ms. Jane Grinde, NDUS  
President Richman, NDSCS  
President Bresciani, NDSU  
Mr. Brent Winiger, MiSU  
Mr. Bruce Bollinger, NDSU  
Mr. Jed Shivers, UND  
Mr. Wintch, VCSU  
Mr. Riley Yadon, WSC  
Ms. Terry Meyer, NDSU  
Ms. Brenda Zastoupil, NDUS

1. **Agenda**

Ryan moved, Bye seconded, to approve the agenda.

Ryan, Bye, and Mihalick voted yes.

2. **Meeting Minutes**

Ryan moved, Bye seconded, to approve the May 19, 2020, meeting minutes.

Bye, Ryan, and Mihalick voted yes.

3. **DSU Pulver Hall**

Ryan moved, Bye seconded, to recommend approval to ratify the Chancellor' interim authorization for Dickinson State University to proceed with renovation of [Pulver Hall](#) as authorized by 66th legislative assembly; increase the cost of construction from \$4,000,000 to \$4,284,500, and further authorize DSU to seek approval for the increase in construction cost from the interim budget section of the legislature.

The Committee Chair reminded campuses of the committees request to improve their process when estimating/bidding projects prior to bringing them forward for consideration and/or approval by the Board. The committee indicated they would like to see a decrease in the dollar amounts from estimated to actual costs going forward. This would improve efficiencies for the campuses and the Board.

Bye, Ryan, and Mihalick voted yes.

4. **MiSU Tuition Model Change**

Bye moved to recommend approval for Minot State University's [request for a tuition model change](#) to eliminate the distance education access and student services fees, reduce the University fee and incorporate these changes into the tuition and fee rates effective Fall 2020.

Ryan, Bye and Mihalick voted yes.

5. **Policy 601.2 – Acting Chief Executive Officer**

Chancellor Hagerott explained the request for [Policy 601.2](#); he indicated the current pandemic is an example of why such policy could be needed and the importance of campuses having it place for risk management purposes. He noted that some campuses already have a policy/procedure in place; however, this Board policy would make the process consistent throughout all institutions.

Bye moved to recommend approval of 1<sup>st</sup> reading of policy 601.2.

Bye, Ryan, and Mihalick voted yes.

6. **2021-2023 Salary Ranges for System Office Executive Team**

Chancellor Hagerott and Ms. Tammy Dolan reviewed the [2020-21 salary ranges](#) for the System office executive team. The committee had a thorough discussion regarding market, CUPA Data, the current budget environment, definition of the various markets, and comparing NDUS data to more comparable systems in size. They also began discussion on other executive salaries, such as, Presidents and determined salaries within the system, should be reviewed and aligned with current best practices for future use. The committee indicated the topic will be brought up at the full Board meeting for more input on how to proceed with a review process.

Ryan moved, Bye seconded, to recommend approval of the NDUS office executive salaries as presented, except for the Chancellor's. And further, forward the proposed Chancellor's salary increase to the full Board for more input.

Ryan, Bye, and Mihalick voted yes.

7. **Affordability Report**

Ms. Brenda Zastoupil reviewed the [Affordability Report](#). The committee had no concerns.

8. **OMB COVID-19 Funding Information**

Ms. Tammy Dolan stated the NDUS and CTS did submit a request to the Office of Management and Budget (OMB) for funding relief related to COVID-19. As of now 44.5 million of the requests has been recommended and is moving forward to the Emergency Commission for approval. Ms. Dolan gave an overview of items that were included and met federal regulations/guidelines to qualify for the relief funds. She indicated

9. **2021-2023 Budget Request**

Due to time constraints, the committee moved onto the next item, item ten, capital projects.

10. **Capital Projects Review**

Each institution had a representative give an overview of their [capital projects request](#):

- a. BSC
- b. DCB
- c. DSU
- d. LRSC
- e. MaSU
- f. MiSU
- g. NDSCS
- h. NDSU
- i. UND
- j. VCSU
- k. WSC

The committee requested an additional meeting, prior to the full Board to continue discussing the budget requests.

The meeting adjourned at 4:25 p.m. CT.

Approved September 15, 2020.