

North Dakota State Board of Higher Education Academic and Student Affairs Committee Meeting Minutes

The State Board of Higher Education Academic and Student Affairs Committee met on February 14, 2024, at 9:30 a.m. CT.

SBHE Academic and Student Affairs Committee members

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|---|---|
| <input checked="" type="checkbox"/> Dr. John Warford, Chair | <input checked="" type="checkbox"/> Mr. Curtis Biller |
| <input checked="" type="checkbox"/> Mr. Kevin Black | <input checked="" type="checkbox"/> Dr. Lisa Montplaisir, faculty advisor |
| <input checked="" type="checkbox"/> Ms. Sadie Hanson | |

Institution Presidents/Representatives

BSC President Doug Jensen, Ms. Alicia Uhde, **DCB** Dean Carmen Simone, Mr. Corey Gorder, Ms. Kayla O'Toole, **DSU** President Stephen Easton, Dr. Huijian Dong, Dr. Holly Gruhlke, **LRSC** Dr. Doug Darling, Mr. Daniel Driessen, Mr. Lloyd Halvorson **MaSU** Mr. Corday Goddard, **MISU** President Steven Shirley, Dr. Laurie Geller, **NDSCS** Dr. Rod Flanigan, Dr. Lisa Karch **NDSU** Dr. David Bertolini, **UND** Dr. Art Malloy, Dr. Karyn Plumm, **VCSU** Mr. Larry Brooks, Ms. Erin Klingenberg, **WSC** President Bernell Hirning, Dr. Zahi Atallah, Ms. Megan Kasner

System Office/CTS/Guests

NDUS Chancellor Hagerott, VC. Lisa Johnson, VC. Darin King, VC. David Krebsbach, VC. Jerry Rostad, Mr. Mark Gorenflo, Dr. Jen Weber, Dr. Billie Jo Lorius, Ms. Katie Fitzsimmons, Ms. Claire Gunwall, Mr. Eric Jensen, Mr. Chris Pieske, Ms. Sharon Schwartzbauer, Ms. Caitlin Magilke, Ms. Mindy Sturn, Mr. Dustin Walcker, Ms. Jamie Wilke, Ms. Brenda Zastoupil, Ms. Jacqueline Miller, **AG** Ms. Meredith Larson, Ms. Laura Schueller, Complete College America

Call to Order

Chair Warford called the meeting to order at 9:30 a.m. CT.

1. # Agenda
 - a. Bismarck State College requests to remove agenda item #2a and move to the March committee meeting. Member Biller moved, Member Black seconded, to approve the agenda, as amended.
Biller, Black, Hanson, and Warford voted yes. Motion passed 4-0.
2. # Meeting Minutes
 - a. Member Hanson moved, Member Black seconded, to approve the [January 10, 2024](#), meeting minutes, as presented.
Biller, Black, Hanson, and Warford voted yes. Motion passed 4-0.

Committee Business

- ~~3. BSC Request~~
 - ~~a. [BSC Bachelor's Degree Request](#)~~
 - ~~b. [BSC Analysis of BS Degree Duplication](#)~~
 - ~~c. [BSC Bachelor's Degree Request with Additional Analysis](#)~~

- d. [BSC Response Summary](#)
- 4. New Academic Program Requests
 - a. [Bismarck State College](#)
 - i. [UG Certificate and A.A.S. in Civil Engineering Technology](#)
 - ii. [UG Certificate in Geospatial Technology](#)
 - iii. [UG Certificate and A.A.S. in Land Surveying Technology](#)
 - A. Ms. Alicia Uhde presented the new academic program requests for Bismarck State College. NDSCS commented that the UG Certificate and A.A.S. in Civil Engineering Technology and the UG Certificate and A.A.S. in Land Surveying Technology are similar to the A.A.S. in Land Surveying and Civil Engineering Technology that are offered at NDSCS. Ms. Uhde stated that the new program request identified these similar NDSCS programs; however, the students that BSC and NDSCS recruit are from different areas of the state thus causing no competition. No further questions or comments are made by committee members.
 - 1. Member Biller moved, Member Black seconded to approve Bismarck State College's new academic program requests for the undergraduate and A.A.S. degrees as presented. Biller, Black, Hanson, and Warford voted yes. Motion passed 4-0.
 - b. [Minot State University](#)
 - i. [UG Certificate in Computer Science and Cybersecurity Education](#)
 - ii. [UG Certificate in Geographic Information Systems](#)
 - iii. [GR Certificate in Computer Science Education](#)
 - iv. [GR Certificate in Professional Writing](#)
 - v. [GR Certificate in Writing Educators](#)
 - A. Dr. Laurie Geller presented Minot State University's new academic program requests for the undergraduate and graduate certificates. No questions or comments from committee members.
 - 1. Member Black moved, Member Biller seconded, to approve Minot State University's new academic program requests for the undergraduate and graduate certificates as presented. Biller, Black, Hanson, and Warford voted yes. Motion passed 4-0.
 - vi. [M.S. in Professional Studies](#)
 - A. Dr. Laurie Geller presented Minot State University's new academic program request for the Master of Science in Professional Studies.
 - B. Member Black asked if there is a high need for a degree like this and how would students curate various certificates to meet the degree requirements. President Steven Shirley stated that there will likely be more graduate certificates offered at Minot State University to support this degree. VC. Lisa Johnson shared that the structure of the degree allows students to tailor it to their needs without risking low enrollment programs in narrowly tailored master degree programs.
 - 1. Member Black moved, Member Hanson seconded to approve Minot State University's new program request for the Master of Science in Professional Studies as presented.

Biller, Black, Hanson, and Warford voted yes. Motion passed 4-0.

c. [North Dakota State College of Science](#)

- i. [UG Certificate in Cybersecurity Defense](#)
- ii. [UG Certificate in Cybersecurity Essentials](#)

A. Dr. Lisa Karch presented North Dakota State College of Science's new academic program requests for the undergraduate certificates. Dr. Karch stated that comments were made by BSC at the Academic Affairs Council (AAC) meeting on February 6, 2024, regarding duplication of certificates. Dr. Karch stated that AAC and the Cabinet unanimously approved the certificates and there are no issues with duplication as BSC and NDSCS recruit students from different regions of the state.

- 1. Member Biller moved, Member Hanson seconded, to approve North Dakota State College of Science's new academic program requests for the undergraduate certificates as presented.

Biller, Black, Hanson, and Warford voted yes. Motion passed 4-0.

d. [North Dakota State University](#)

- i. [UG Certificate in Water Resources](#)

A. Dr. David Bertolini presented North Dakota State University's new academic program requests for the undergraduate certificate in Water Resources. Dr. Bertolini shared that this is at the request of industry and will be a 12-credit certificate. No questions or comments from committee members.

- 1. Member Biller moved, Member Hanson seconded, to approve North Dakota State University's new academic program request for the undergraduate certificate in Water Resources.

Biller, Black, Hanson, and Warford voted yes. Motion passed 4-0.

e. [University of North Dakota](#)

- i. [Minor in Finance](#)
- ii. [UG Certificate in Science of Reading](#)
- iii. [GR Certificate in Early Childhood Education](#)
- iv. [GR Certificate in Early Childhood Education Administration & Leadership](#)
- v. [GR Certificate in Reading Science](#)

A. Dr. Karyn Plumm presented University of North Dakota's new academic program requests for the undergraduate and graduate certificates and the minor. The minor is intended to complement related disciplines for students already enrolled in the Nistler College of Business and Public Administration. The undergraduate and graduate certificates in Science of Reading align with North Dakota HB1231 which addresses expertise in reading education for K-12 educators. The graduate certificate in Early Childhood Education and Early Childhood Education Administration and Leadership are pathways to increase early childhood opportunities for those who have already obtained a bachelor's degree and are looking to continue their work in that discipline.

- a. VC. Lisa Johnson shared that Policy 512 was up for regular review. During the review process, one of the councils asked how to factor in individuals who may be in the capacity of a volunteer. Mr. Chris Pieske and Ms. Meredith Larson worked with OMB and the Office of Risk Management to gain clarification on volunteers. Mr. Chris Pieske shared that language within the policy was clarified to include students that are under the control and direction of an institution. This language ensures the individual is covered by the risk management liability coverage for state agencies.
- b. Chair Warford asked if there are specific checks and balances that must be completed prior to a student being able to drive a state fleet vehicle. Mr. Pieske shared that in Policy 512, subsection 2C states that student operation must comply with the provisions of the State Fleet services policy manual. Member Hanson shared as a student she was required to go through the State Fleet process for certification including providing proof of completing the state fleet training, providing proof of driver's license, and other checks and balances before being able to take a car off of the state fleet lot. Mr. Pieske shared that those who operate a state fleet vehicle must also complete a defensive driver training course every 5 years.
 - i. Member Biller moved, member Hanson seconded, to approve Policy 512 as presented.
Biller, Black, Hanson, and Warford voted yes. Motion passed 4-0.

Reports/Updates/Discussions

- 8. [Complete College America](#)
 - a. [Draft Letter to Governor Burgum](#)
 - i. VC. Lisa Johnson provided background information on Complete College America and how this could benefit the NDUS and all institutions. There has been increased interest in remedial education, which is also a topic on the Legislative Assembly's Higher Education Interim Committee's agenda at the end of February.
 - ii. Member Biller asked if there is a fee to join the consortium. Ms. Laura Schueller with Complete College America shared that there is not a fee to join. Ms. Schueller shared that currently the alliance is made up of 43 states and larger groups in other states and is a way for individuals to leverage larger grant dollars.
 - iii. VC. Johnson asked Chair Warford if it would be appropriate to move to the full Board agenda as a consent item and Chair Warford agreed.
- 9. ASAC Work Groups
 - a. Three-year Degrees
 - b. Accelerated or Combined Master's Degrees
 - c. Some College, No Degree
 - d. [Institution Recommendation for Participants](#)
 - i. VC. Lisa Johnson shared the deadline to recommend participants for the ASAC Work Groups is February 23, 2024. VC. Johnson shared that the link has been shared with councils and Cabinet.

Adjourn

Chair Warford adjourned the meeting at 10:30 a.m. CT.

Approved March 13, 2024.