

**North Dakota State Board of Higher Education
Research and Governance Committee Meeting Minutes**
October 9, 2024

The State Board of Higher Education Research and Governance Committee met on Wednesday, October 9th at 3:15 pm. CT, via Teams.

SBHE Research and Governance Committee members

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| <input checked="" type="checkbox"/> Dr. Casey Ryan, Co-Chair | <input checked="" type="checkbox"/> Mr. Max Eriksrud, Student Member |
| <input checked="" type="checkbox"/> Ms. Danita Bye, Co-Chair | <input checked="" type="checkbox"/> Dr. Lisa Montplaisir, Faculty Advisor |
| <input checked="" type="checkbox"/> Mr. DJ Campbell | |

Institution Presidents/Representatives

DCB Dean Simone, **DSU** Dr. Huijian Dong, **LRSC** President Darling, **MaSU** Dr. Brian Huschle, **MiSU** President Shirley, **NDSCS** Ms. Kijia Holmes, **NDSU** Dr. Colleen Fitzgerald, Dr. Kristen Fellows, **UND** Dr. Scott Snyder, Dr. Ryan Adams, Dr. Marc Wallman, **VCSU** Dr. David DeMuth, **WSC** President Hirning, Ms. Deborah Halvorson.

System Office/CTS/Guests

NDUS Chancellor Hagerott, VC Jerry Rostad, VC Tom Danford, VC Lisa Johnson, Mr. Mark Gorenflo, Mr. Chris Pieske, VC David Krebsbach, Ms. Jane Grinde, **CTS** Mr. Corey Quirk, Mr. Brad Miller, **AG** Ms. Meredith Larson.

Co-chair Ryan called the meeting to order at 3:15 p.m. CT.

1. **Agenda**

Bye moved, Eriksrud seconded, to approve the agenda, as presented.

Campbell, Eriksrud, Bye, and Ryan voted yes. Motion passed 4 – 0.

2. **Meeting Minutes**

Bye moved, Eriksrud seconded, to approve the September 16, 2024, meeting minutes, as presented.

Eriksrud, Campbell, Bye, and Ryan voted yes. Motion passed 4 – 0.

3. **Update on 2021-22 and 2022-23 Completed Metrics**

Drs. Fitzgerald and Snyder presented 2021-22 and 2022-23 research metrics/data.

- a. [NDSU](#) – Dr. Colleen Fitzgerald, VP of Research
- b. [UND](#) – Dr. Scott Snyder, VP of Research
 - [Additional information](#)

The Vice Presidents of Research from NDSU and UND reported out on previous research metrics and/or data, such as, but not limited to research expenditures, federal and state funding, industry-sponsored research, and PhD conferrals. They explained

expenditures vs. awards, emphasizing the importance of focusing on research expenditures rather than awards due to the variability in award amounts and the multi-year nature of spending.

Committee discussion:

- Tracking metrics, including expenditures and awards to provide a comprehensive view of research activities and progress.
- Current practices and challenges tracking PhD graduates' career paths.
- Research Impacts and ROI in North Dakota, beyond financial metrics.
- Revisit the 2021-26 SBHE Strategic Plan, specifically goal five as it pertains to research. Currently, goal five was determined by Drs Fitzgerald's and Snyder's predecessors. and needs to be revisited, potentially revised, and ultimately put in the Strategic Plan for goal five.

Co-chair Ryan will work on a new research goal for the SBHE Strategic Plan with Drs Fitzgerald and Snyder to bring forward at the next committee meeting. The proposal will use clean data sets and will be benchmarked to standard research metrics. After RGC agrees on new research goals, they will be forwarded to the full Board for consideration as an update to the Strategic Plan.

4. **Post-Tenure Review Committee Draft Report**

Co-chair Ryan presented the report recommended by the SBHE Ad Hoc Post-Tenure Review Committee. Dr. Ryan provided background information regarding the formation of the SBHE ad hoc committee. During the previous legislative session, he was informed by legislator(s) that they would address NDUS Tenure policies. Dr. Ryan requested that the Board have an opportunity to study, review, and report back at the 2025-2027 legislative session. The draft report includes input from various stakeholders including the Council of College Faculties (CCF). He noted changes and recommendations for policy revisions and asked if the RGC members had any further recommendations before the report is presented to the full board for consideration. After approval by the Board, a final report will be shared with Representative Lefor and other legislators to address their concerns and demonstrate the board's commitment to improving tenure policies.

- a. [Clean Version](#)
- b. [Marked up Version](#) (edits redlined)

Ryan moved, Campbell seconded, to recommend approval of the tenure report, as presented.

Eriksrud, Campbell, Eriksrud, Bye, and Ryan voted yes. Motion passed 4 – 0.

5. **Policy 100.1 Constitutional and Statutory Authority**

VC Rostad reviewed minor edits to Policy 100.1, [Constitutional and Statutory Authority](#), there was no substantive changes to the policy.

6. **Policy 100.7 Institution Mission Statements**

And,

7. **Policy 302.9 Faculty and Staff Advisors**

Mr. Pieske reviewed proposed non-substantive amendments to Policies [100.7](#) and [302.9](#) which require changes to institution mission statements to be reviewed by RGC prior to approval by the full Board.

8. **Policy 310.1 Board Member Responsibilities**

Mr. Pieske explained that Policy 310.1 [Board Member Responsibilities](#) is up for periodic review with the following recommended changes .

- The Board Chair is identified as the Board's spokesperson on behalf of the board; if other Board members advocate for something specific, it implies they are speaking on behalf of the Board as a whole. Noted- Board members are appointed by the Governor and approved by the Senate; the Board is not a representative body.
- The authority to address members if they are not fulfilling their responsibilities, the role of the Chair and/or Vice Chair, and the Board development tool, along with Board training.

Campbell moved, Ryan seconded, to recommend approval of Policies 100.1, 100.7, 302.9, and 310.1, as presented.

Ryan, Campbell, Eriksrud, and Bye voted yes. Motion passed 4 – 0.

9. **Policy 1208.1 Emerging Technology**

Mr. Pieske presented the emerging technology policy, which requires campuses to have processes for adopting new technologies. VP of Research at NDSU, Dr. Fitzgerald asked how the policy impacts the research at the campuses. Mr. Pieske explained the policy simply requires campuses to have a process, including teaching and any other sort of purposes, that emerging technology is used for at the campus level.

Ryan moved, Eriksrud seconded, to recommend approval of Policy 1208.1, [Emerging Technology](#), as presented.

Campbell, Eriksrud, Bye, and Ryan voted yes. Motion passed 4 – 0.

10. **Update on IT Security Briefing**

Mr. Corey Quirk and Mr. Brad Miller provided an update on the GLBA Compliance Grand leach Bliley Act. The report outlines the current status of compliance, highlights key components of GLBA, and details the efforts made by NDUS Institutions and Core Technology Services (CTS) to protect sensitive student financial aid information. It also identifies gaps in compliance and the steps being taken to address them. This report is being delivered in accordance with 314.4 of the GLBA which requires that a written report be presented annually to the Board.

11. **Strategic Goal (1), Financials: Optimize student affordability while maintaining campus financial health**

VC Rostad informed the committee that the review of the State Board's strategic plan has begun with goal one, financial goals. He asked the members review goal one in its entirety so the committee can begin discussing setting important and measurable outcomes associated with the goal.

12. **SBHE Board Development Instrument Report**

Co-chair Bye informed the committee that the Board's assessment process was discussed at a previous full Board meeting and the question was whether or not the Board should be utilizing an outside consultant to conduct it. At that time, she volunteered to look into other resources and possible options for the Board's annual assessment and bring it to the committee to review and make a recommendation to the full Board prior to next year's assessment. She reached out to the American Council of Trustees and Alumni (ACTA), a nonprofit that works in the higher education space. They reviewed the Board's current process and tool and reported that the current instrument is strong and provided a couple of minor adjustments for improvement that Mr. Pieske has incorporated. She recommended the committee revisit to further discuss and consider closer to the timeframe when their annual assessment is due, Spring of 2025; the committee agreed.

13. **Record Retention Report**

Ms. Hetzler explained the Board's record retention practice came up at a previous Board meeting when a Board member raised concerns that records retention isn't specified in Board policy or NDUSO procedures. Co-chair Bye had requested she look into the current retention period for Board materials and common/best practices of other state agencies. The committee discussed state statute requirements, different types of records, and the current use of multiple archiving and/or disposal schedules depending on subject matter.

Mr. Chris Pieske, NDUS Chief Compliance Officer, explained that the state manages retention schedules for state agencies, and there is a process that agencies can go through with the state archivist to request a change in an agency's retention period to ensure compliance with Century Code. He further explained that the Board could request a change to the retention period for Board specific materials and leave the system office administration and campuses to determine record retention schedules for other materials.

Ms. Meredith Larson, Assistant Attorney General, agreed to provide the full Board with an overview of records retention, including defining types of records, and the process to change the retention period for specific documents/records at their October meeting. She will also provide her legal perspective on keeping records/documents of any kind beyond the specified state requirements.

After discussion, the committee recommended they re-visit retention of records at a future committee meeting, after they hear additional information and discussion at the October Board meeting. The primary questions for the committee at their November meeting is how long the Board wants to retain certain Board records and if it's a system office or Board decision.

14. **2025 Meeting Schedule**

Mr. Mark Gorenflo

- a. 2025 Meeting Schedule [Option 1](#)
- b. 2025 Meeting Schedule [Option 2](#)

Mr. Gorenflo provided two options for a 2025 meeting schedule; option one basically mirrors the current 2024 meeting schedule with councils and cabinet meetings in the

first week of the month, Board committees the second week, the third week is a break in meetings, and the fourth week is the full Board meeting. Option two spreads the meetings out, eliminating the break in meetings. Week one would be councils, two is Cabinet, three is Board committees, and the fourth week is full Board. Option two is recommended by the NDUS staff that feel the current schedule front loads agenda items, specifically in the first week moving items from Councils to Cabinet. The proposed option two allows more time for the Cabinet to consider any recommendation made by the Councils.

The committee discussed and recognized the heavy load of monthly meetings for all parties; however, the Board needs to consider what is best for their scheduling needs. Dr. Lisa Montplaisir, Board Faculty Advisor stated the difficulties from the faculty and staff perspective is that since Board meetings are held on a Thursday and the Board Committees on a Wednesday, it disrupts both college schedules/classes that are either Monday/Wednesday/Friday or Tuesday/Thursday; she requested the Board consider moving the Board committee meetings to a Tuesday, rather than the proposed Wednesday. Mr. Max Eriksrud, Student Board member, stated the challenge on the student side is that if Board committees are held on a Tuesday, the student member would miss a full week in specific classes because the full Board meeting is on Thursday the following week. Both the Faculty Advisory and Student Member agreed it is helpful to have the schedule in advance so they can adjust as needed, but even then, it doesn't always work.

After discussion, the committee agreed to move the Board committee meetings to Tuesday and let system office staff, working with the Board Chair, decide whether to move both options forward to the full Board or just option two, which is the preferred option by system staff.

The meeting was adjourned at 5:00 p.m. CT.