A RESOLUTION CONCERNING TUITION WAIVER ACCESSIBILITY OF NDUS STAFF MEMBERS

WHEREAS: A skilled workforce of faculty and staff is essential to maintain the quality of higher education and student services at Dickinson State University; and,

WHEREAS: The North Dakota State Board of Higher Education (SBHE) “encourages its employees to pursue a program of continuing education” (Policy 33.1); and,

WHEREAS: Benefited employees governed by the SBHE are allowed tuition waivers for one academic class per semester so long as approval is attained by the supervisor or department head (Policy 820); and,

WHEREAS: The SBHE tuition waiver covers tuition, the student government activity fee, and the university/college fee for the class taken for credit or audit (Policy 820.4); and

WHEREAS: Employees of the North Dakota University System (NDUS) are permitted to apply this tuition waiver to classes taken in a traditional manner at many public universities throughout the state, but are currently not allowed to apply the waiver to classes taken through distance learning; and,

WHEREAS: Staff employed at Dickinson State University in southwestern North Dakota have limited options if a traditional in-class educational experience allowed by the tuition waiver is desired; and,

WHEREAS: Offering an employee benefit package including a NDUS tuition waiver for professional development through distance education will likely attract quality applicants to Dickinson State University as well as other institutions in the university system.

THEREFORE BE IT RESOLVED: That the Dickinson State University Staff Senate encourages the North Dakota State Board of Higher Education to investigate the current tuition waiver policy that excludes benefited staff who wish to pursue professional development through distance education; and,

BE IT FURTHER RESOLVED: That the North Dakota State Board of Higher Education consider amending the current tuition waiver policy to allow benefited staff the opportunity to use a tuition waiver towards either the full cost of distance education or a portion of the cost while individually paying the difference in technology and mandatory fees.

MANDATES: Jon Backes, SBHE President
Grant Shaft, SBHE Vice-President
Melissa Bonner, SBHE Member
Kirsten Diederich, SBHE Member
Duaine Espegard, SBHE Member

SUBJECT: Continuing Education for Employees EFFECTIVE: December 16, 2010

Section: 33 Continuing Education for Employees

33. CONTINUING EDUCATION FOR EMPLOYEES

33.1 The North Dakota State Board of Higher Education encourages its employees to pursue a program of continuing education.

33.2 All benefited employees are eligible for tuition waivers as provided under SBHE Policy 820 and may be allowed release time from their regular duties for the purpose of enrolling in one academic class per school session. Release time shall be granted so long as it does not interfere with the essential work of the institution.

This education program is subject to the following:

33.2.1 The employee must obtain initial approval from their supervisor or department head and final approval from the designated administrative official appointed by the president.

33.2.2 Release time may be granted only for the amount of time required to attend the regular class session. Field trips and outside activities are not included.

33.2.3 The employee shall not pay tuition and the student government activity fee and university/college fee for the class taken for credit or audit. (See SBHE Policy 820.4)

33.2.4 The tuition waiver is limited to no more than three academic classes per calendar year.

History:
1. In addition to waivers provided under subsection 2 of this policy, institutions may adopt procedures providing for waiver of tuition and fees. Institutions are encouraged to use this authority to promote enrollment of a culturally diverse student body, including members of Indian tribes and economically disadvantaged students, for the benefit of all students and the academic community, to promote enrollment of graduate students and research, and for other purposes consistent with an institution’s mission. Institutions may grant partial waivers or waive non-resident or resident tuition. Institutions may also waive tuition and fees as part of a program guarantee under which the institution guarantees that graduates or program completers are minimally qualified for at least entry level positions in an occupation or job classification.

2. Institutions shall waive tuition or fees as follows:

a. Tuition and fees of the student member of the Board;

b. Pursuant to N.D.C.C. §§ 15-10-18.2 and 15-10-18.3, tuition and fees shall be waived for dependents of resident veterans who were killed in action, died of service-related causes, were prisoners of war or declared missing in action, subject to the limitations stated in those statutes;

c. Pursuant to N.D.C.C. §§ 15-10-18.4 and 15-10-18.5, tuition and fees shall be waived for survivors of firefighters, emergency medical services personnel or peace officers who died as a direct result of injuries received in the performance of official duties, subject to the limitations stated in those statutes;

d. Pursuant to N.D.C.C. ch. 37-07.1, tuition shall be waived for qualified members of the national guard, subject to the limitations stated in that chapter and national guard rules; and

e. Employee tuition waivers, including student activity fees, for a “benefited employee,” as that term is defined in Policy 703.2. The waiver shall be limited to three academic classes during each calendar year. Employees may be released from work for one class each academic term with approval of the employee’s supervisor or department head;
approval shall be granted if it does not interfere with completion of the employee's essential job duties and the essential work of the institution. **This waiver does not apply to continuing education or other self-supporting programs, except as provided by institution policy.** Each institution shall adopt a policy defining circumstances under which the institution will grant employee tuition waivers, within the limits of this policy, for credit courses offered through continuing education or other self-supporting programs. Institutions shall record tuition waivers as a reduction of estimated income and prepare an annual report showing the number and type of tuition waivers and dollar amounts.

History:


Amendment SBHE Minutes, April 4, 2000.


Amendment SBHE Minutes, June 17, 2004.

Amendment SBHE Minutes, June 16, 2005.