Administrative Affairs Council Minutes  
December 2, 2014 – 9:00 a.m.  
Conference Call

Participants  
Tamara Barber, Mary Eisenbraun – BSC  
Laura Pfeifer – DCB  
Mark Lowe – DSU  
Corry Kenner, Joann Kitchens – LRSC  
Steve Bensen – MaSU  
Brian Foisy – MiSU  
Dennis Gladen, Keith Johnson – NDSCS  
Bruce Bollinger, Cynthia Rott – NDSU  
Alice Brekke, Cindy Fetch, and Dawn Pladson – UND  
Doug Dawes – VCSU  
Laurie Furuseth – WSC  
Angela O’Leary, Mick Pytlik – CTS  
Cathy McDonald, Laura Anne Schratt, Laura Glatt, Brenda Zastoupil and Terry Meyer – NDUS Office

Ms. Glatt convened the meeting and asked if there were additional items to discuss, none to add.

2015-2010 NDUS Strategic Plan  
Ms. Glatt reviewed specific fiscal measurements and strategies in the strategic plan and shared information, to date, around each of those measurements.

1.1 – Ensure the price to attend NDUS institutions is clearly stated and regionally competitive.

1.1. A – Key Indicator  
Easy-to-understand tuition model  
Outcome – Tuition Task Force recommendations fully implemented by Fall 2017

Ms. Glatt said this is the implementation of the modified Pathways tuition model, as considered by the SBHE in June 2014. Campuses are working on plan details to be submitted to the NDUS Office by March 1, 2015.

1.1. B – Key Indicator  
Affordability of tuition and fees for all North Dakota families  
Outcome – Tuition and fees at or below regional average

Ms. McDonald said as part of the strategic plan development, a decision was made, by the Chancellor following consultation with SBHE members, that the region would be based on WICHE states minus California and Alaska, plus Minnesota. The data source is the Tuition & Fees in public Higher Education in the West 2014-15 Detailed tuition and Fee Tables (all states except North Dakota and Minnesota); along with the 2014-15 schedule form MNSCU and individual websites for U. of MN campuses; and the 2014-15 NDUS institutional charges schedule. From those reports, the public institutions were used for the different groups.

Ms. Glatt said the NDUS Office would be re-stating some historical data, based on the new region. She said it will be important for all to use the new regional information moving forward.

1.1.C – Key Indicator  
Net price to attend for lowest income North Dakota families  
Outcome – Net price for lowest family income quintile at or below regional average
Ms. Zastoupil said the IPEDS regional net price public data source was used, using the 75 percentile. Since 12-13 data is now available, the tables will be updated for each campus to reflect the new information and will be shared with council members.

Ms. Glatt suggested that if campuses see anomalies in the data, they should check with those on their campus that submit the IPEDS data.

1.2 – Standardize categories of mandatory fees and strengthen fee policies relative to charge, use, approval and oversight

1.2.A – **Key Indicator** Tuition Task Force recommendations

**Outcome** – Fully implemented Fall 2017

Ms. Glatt said this is an on-going project, and a lot has been done to standardize the mandatory fees. Merging the non-mandatory fees with tuition will be the next phase. After it has been decided what fees will be merged and what will remain separate, policies and procedures will have to be reviewed and updated accordingly.

1.4 – Rank among most productive states in total funding per degree and certificate awarded.

1.4.A – **Key Indicator** – Degrees awarded per $100,000 of state and local appropriations

**Outcome** – Rank at or above national average

Ms. Glatt said Ms. McDonald updated this measure in previous accountability measure reports. In reviewing the data in the current strategic plan for this measure, the data appears different. Ms. Glatt is checking with others to see if this new data source is a reoccurring annual data source that can be relied on for updates.

4.4 – Enhance the research reputation of the research institutions

4.4 A – **Key Indicator** – Research and development expenditures in science and engineering fields

4.4 B – **Key Indicator** – Research and development expenditures in non-science and non-engineering fields.

**Outcome** – annual improvement

Ms. Glatt said that she hasn’t been involved with these and expects that someone is working directly with UND and NDSU on these two measures. Ms. Brekke said they had been working with Ms. Sprynczynatyk, and assumes they will now be working with Ms. Donlin.

Ms. Glatt said that an electronic dashboard will be published this month that graphically displays a number of these measures. In addition, work is being done to identify additional financial dashboards that speak to the financial health of the institutions. Ms. Glatt said she is now spending time to identify financial dashboards and will share them with council members for discussion, when ready.

**New Tuition Model Development**

Ms. McDonald received questions from council members concerning exceptions to what the SBHE approved back in June 2014 concerning the 150% for U.S. non-residents versus 175% rate for non-resident and 175% for international students. The question was, “who should approve the exceptions, etc.?“ Ms. McDonald indicated that since the SBHE approved the plan, she believed they will have to
approve any exception to what they approved June 2014. To prepare for such an exception request, a business case will need to be developed that addresses numbers, pros/cons, implications, and impact to the campuses and students. She asked campuses when they need to know when exceptions will be approved in terms of developing tuition model and moving forward. Many campuses said they will need to know as soon as possible since the models are due to the NDUS Office March 1. After discussion, Ms. McDonald asked campuses if anyone was in favor of not moving to 150% for out of state students rather than 175%, and no one spoke up.

If a business case is to be presented to the board, it should be done at the January 30 meeting, with the final materials due to the office the end of December. There are campus concerns that this is too late, and asked if the Chancellor can provide interim approval. Concerns were raised about submitting a model based on exceptions that haven’t even been approved yet by the board. In addition to the non-resident issue (150% vs 175%), the distance education access fee was another exception that was mentioned. Ms. McDonald said there are timing issues on all exceptions, and she will have a conversation with Ms. Glatt and the Chancellor and get back to the group.

Ms. McDonald said she received an email from NDSU with a question if this change from 175% to 150% would nullify the agreement with MHEC and WICHE? Ms. Brekke suggested that someone should check with the financial aid and graduate school staffs on how this change could affect things.

Ms. McDonald said Chancellor Skogen wants an update for the January 14 Cabinet meeting on the tuition and fee model. Ms. McDonald will take her notes from the October conference calls on this topic and draft an e-mail that she will send to council members for feedback.

Mr. Foisy said he was approached by the nursing program about the tuition model. He said the intent is to roll course program fees into tuition and concerns were raised. Ms. McDonald asked the two-year campuses that are part of the Dakota Nursing Consortium how they were going to approach this.

LRSC – differential rate for nursing or a tuition rate plus program fee, or at least request a program fee
BSC – separate tuition rate
NDSCS – not part of the consortium but plan to roll fees into tuition
WSC – will have to determine what they plan to do.

Mr. Lowe asked campuses what numbers are being used to build the tuition model. After discussion it was agreed that FY2014 revenue will be used projecting it into FY15, and to use the Fall 2014 tuition rates.

Meeting adjourned at 10:24 a.m.