Student Health Insurance Contract
Ms. Chelsea Larson said that United Health Care responded to NDUS’ request to provide additional information to split the domestic from the international student health care plan and price them separately for 2016-17. UHC also provided information summarizing current enrollment. A conference call with NDUS Office Staff, Chelsea and United Health Care was held Feb. 25, 2016. Dr. Rothaus was to summarize the points Chelsea made below and get that distributed to the various councils.

If the NDUS was to stay with the Platinum plan and stay with the composite rate, that combines the domestic with international students, the cost will be $2,494 per year, which is an increase of $130; however, if the plans were priced separately, the price for the international plan will be $1,844 per year and the domestic plan will significantly increase to $4,889.

If the NDUS was to move to a Gold level plan, and increase individual deductible from $100 to $200, increase family deductible from $200 to $400, as well as a small increase in the Rx copays, the composite rate for domestic and international students will be $2,314 per year. If the plans were priced separately, the price for the international plan will be $1,713 per year and the domestic plan rate will be $4,534.

A questions was raised on why does the NDUS offer a domestic plan, given that the marketplace exists for these students. And it gives students the ability to find what meets their needs, and to make the choices between what coverage they believe they need and the affordability factor tailored to their own circumstance.

There are currently 584 domestic students that currently use the plan and if the NDUS opts to move in a different direction, these students are covered until August 15, 2016.
In response to a question about the workgroup working on the contract, Ms. Larson said that an email was sent to the Student Health Insurance workgroup after the Feb. 4th council meeting letting the group know that UHC will be asked to provide additional information and asked the workgroup if they had concerns or feedback. She said she did hear back from three campuses, who are supportive of moving forward with a reduced rate for international students.

**Action items:**
- Ms. Larson to share the UHC PowerPoint presentation with the Administrative Affairs Council
- Ms. Larson to check with UHC if they are willing to extend the March 2 deadline to end of week
- Ms. Dolan to follow-up with Dr. Rothaus on today’s council discussion
- Ms. Dolan to ask Dr. Rothaus to share UHC’s PowerPoint presentation with Student Affairs Council

**Review Draft FY17 Annual Budget Guidelines**
Ms. McDonald reviewed the draft 2016-17 annual budget guidelines. The guidelines will be on the March 14 SBHE BFC agenda asking for their recommended approval to the Board, March 15. Campuses are to submit annual budget schedules to the NDUS Office no later than June 10, 2016. The Chancellor shall review and approve the annual budgets consistent with the guidelines established by the SBHE.

Based on council member questions, Ms. McDonald will check to see when and if dual credit rates will change.

**ACE Membership**
At the request of Chancellor Hagerott, Ms. Dolan is sharing this information with campuses. She said four campuses are current members of ACE.

**Data Inconsistencies Project Plan**
Mr. Pytlik provided the council with the objectives identified in phases 1 and 2 for the data inconsistencies project along with the timeline.

*Phase 1 — through January 2016*
1.2 - Standardize definitions & rules for creation of POI & CW – being finalized
5.2 - Standardize procedures for p-card use and processing – TEMPORARILY ON HOLD – The State Auditor’s Office new Performance Audit Division for higher education will be conducting a performance audit.
5.4 - Standardize process to record mandatory fees – THERE IS DIALOGUE WITH STATE AUDITOR’S OFFICE to zero in on what inconsistencies are still unresolved. Mr. Pytlik said back in 2012 there was a subgroup of the Controller’s that looked into this, which was also reviewed with the Administrative Affairs Council. He believes the mandatory fee issues were addressed along with developing definitions.
5.5 - Standardize procedures for tuition, fees, waivers, discounts, stipends – SAME AS 5.4
5.6 - Standardize Rules re: spouse/dependent waiver – COMPLETE
8.2 - Standardize definition of FT student for FICA tax exemption – being finalized
9.3 - Standardize definition and tracking of internships – being finalized
9.4 - Annual Perf Review Complete checkbox – being finalized

The Phase 2 workgroups are being assembled

**Phase 2 — February 2016 – April 2016 — DEVELOPING WORKGROUPS**

1.1 - Standardize extracts from HCM to reduce number of extracts maintained
2.1 - Standardize use of deduction & tax override flags in Department Budget Table
4.1 - Standardize recording of high school completion
5.1 - Standardize faculty sick leave (will extend into phase 3)
5.3 - Standardize admissions policies & procedures
7.1 – Developing consistent HR data elements
8.1 - Standardize definition of distance ed student/course/program

**Action Items**

- Mr. Pytlik to develop a listing of who is on each of the workgroups and share with council members.

In response to a question on SPOL’s budget module and having to use the module, Ms. McDonald said this will be phased in over time. At this time, campuses do not need to enter campus budgets. However, it is her understanding that presidents will be asked to enter their presidential goals. And, if campuses want to use SPOL to track other projects, this software would be useful for that.

**2017 Biennial Budget**

Ms. Dolan said the Chancellor’s Cabinet at their March 9 meeting will discuss the biennial budget process. Ms. Dolan said the proposed process is that the campuses will be asked to make presentations on one-time and capital projects at either the May or June SBHE meeting. There is also consideration of asking OMB to extend the timeline in which campuses are to submit budgets the end of August. Based on history, she suspects the Governor will probably release his guidelines early to mid-April.

**IBARS Update**

Ms. McDonald said there was a recent meeting with OMB Staff and another one is scheduled for March 2. Mr. Mike Klena with CTS has been working closely with Lori Laschkewitsch from OMB. The plan is to have enough information/data in which the IBARS workgroup can begin their work. Decisions will need to be made on how information should be grouped, on the backside, which will affect how the information is downloaded, which will then be uploaded into IBARS.

**Action items**

- Ms. Dolan/Ms. McDonald to look at current membership of the IBARS workgroup to see if all campuses are represented. If not, others will be asked to be part of the workgroup.
**Chancellor’s Studies:** Governance, Cost Containment, Mission, Retention, Shared Services, and Tuition and Fees

Ms. Dolan said the timeline for each of these study groups are getting close to being finalized as the interim committee meetings need to conclude their work Summer 2016. The Tuition and Fees study group will make a presentation to the Board March 15. In response to a question on sharing some of this information with the various council, Ms. Dolan said the Chancellor’s Cabinet has been discussing each of the studies. She will visit with Chancellor Hagerott about a communication plan and sharing that information with the campuses.

**Action plan:**
- Ms. Dolan to visit with President Richman, Chair of the Tuition and Fees Study Group, and Chancellor Hagerott on sharing draft information with campus vice presidents for input.

The meeting adjourned at 2:20 p.m.