The North Dakota University System is governed by the State Board of Higher Education and includes:

- Bismarck State College
- Dakota College at Bottineau
- Dickinson State University
- Lake Region State College
- Mayville State University
- Minot State University
- North Dakota State College of Science
- North Dakota State University
- University of North Dakota
- Valley City State University
- Williston State College

North Dakota State Board of Higher Education
Meeting Minutes
December 14, 2016

The State Board of Higher Education met on Wednesday, December 14, at 8:30 a.m. CT, via conference call, originating from Bismarck State College, National Energy Center of Excellence, 1200 Schafer Street, Room 431/433.

Chair Neset called the meeting to order at 8:30 a.m. CT.

Members participating:
- Ms. Kathleen Neset, Chair
- Mr. Nick Hacker
- Dr. Kevin Melicher
- Mr. Nick Evans
- Dr. Ernst Pijning, Faculty Adviser
- Mr. Don Morton, Vice Chair
- Mr. Mike Ness
- Ms. Kari Reichert
- Mr. Andy Wakeford, Staff Adviser

Chancellor present: Dr. Mark Hagerott

Institution Presidents present:
- Dr. Doug Darling, President, LRSC
- Dr. Jerry Migler, Dean, DCB
- Dr. Dean Bresciani, President, NDSU
- Mr. Mark Kennedy, President, UND
- Dr. Dave Clark, Executive Vice President, BSC
- Dr. Steve Shirley, President, MiSU
- Dr. Tisa Mason, President, VCSU
- Dr. Tom Mitzel, President, DSU
- Dr. Vincent Pachuelo, VP Finance & Administration, WSC
- Dr. John Richman, President, NDSCS
- Dr. Gary Hagen, President, MaSU

NDUS senior staff participating:
- Dr. Lisa Feldner, Chief of Staff
- Ms. Tammy Dolan, Chief Financial Officer
- Ms. Lisa Johnson, Director of System-Wide Student Entry, Transfer, and Retention
- Ms. Billie Jo Liorius, Director of Communication/Media Relations
- Ms. Linda Donlin, Vice Chancellor of Strategic Engagement
- Ms. Kristie Hetzler, Executive Assistant to the State Board of Higher Education

Others Participating:
- Mr. Nick Vaughn, Attorney General’s office
1. **Agenda**
   Ness moved, Melicher seconded, to approve the agenda.
   Ness, Melicher, Evans, Hacker, Reichert, Morton, and Neset voted yes.

2. **Meeting Minutes**
   Morton moved, Hacker seconded, to approve SBHE minutes from October 27, 2016, and November 16, 2016.
   Evans, Hacker, Ness, Melicher, Reichert, Morton, and Neset voted yes.

**Policies (items 3 -5)**
Lisa Johnson review first readings of the following policies:
- Policy 402.9 – Admission Policies - New International Students
- Policy 410.0 – Responsible Conduct of Research
- Policy 407.0 – Reverse Transfers

Ness moved, Melicher seconded, to approve first reading of policies 402.9, 410.0, and 407.0.
Melicher, Reichert, Evans, Hacker, Ness, Morton, and Neset voted yes.

6. **Policy 608.2**
Lisa Johnson reviewed the second reading of policy 608.2, regarding NDUS Employees – Non-renewal and Dismissals.

Melicher moved, Hacker seconded, to approve second reading of policy 608.2.
Reichert, Melicher, Evans, Hacker, Ness, Morton, and Neset voted yes.

7. **Creation of Governance Committee**
Mike Ness indicated the governance committee has been working as an ad-hoc committee and would like to form an official committee by adding a third Board member. Mike Ness and Nick Hacker are currently serving, along with the Chancellor as ex-officio. The committee will be reviewing best practices, presidential evaluation process, and other items related to governance.

Ness moved, Hacker seconded, to approve formation of a standing Governance Committee and recommend to appoint Kevin Melicher as a member.
Evans, Hacker, Reichert, Melicher, Ness, Morton, and Neset voted yes.
Chair Neset appointed Kevin Melicher to serve with Mike Ness and Nick Hacker on the Governance Committee.

**VCSU Carbon Production Project**

8. VCSU to finance up to $22,500,000 through revenue bonds or other public financing for construction of an activated carbon plant for the purpose of integrating activated carbon production with campus district heating. Further authorize VCSU to seek approval for public financing during the 2017 legislative session through sponsored legislation specific to this request.

Hacker moved, Morton seconded to approve the VCSU finance request for the carbon production project, agenda item 8.

Hacker, Morton, Evans, Ness, Melicher, Reichert, and Neset voted yes.

9. **Room, Board, and Fee Guidelines**

   Tammy Dolan stated SBHE policy 805.6, indicates campus Presidents may assess room and board rates. Policy 805.2 says that campus Presidents may also approve increases in student government activity and university/college fees, unless the total increase in all mandatory fees are greater than 1% of the FY17 full-time, resident, on-campus, undergraduate tuition rate at that institution. In that case, the SBHE must approve the fee increase. The student government activity fee shall be established by a vote of either the student body or its elected representative body. The university/college fee shall be established following notification of the institution’s student government body and provide students an opportunity for input.

   Room and board rates or student fees may be increased to offset the 2015-17 general fund budget allotment or the 2017-19 budget reduction.

   The Board members expressed concerns regarding approving the guidelines without knowing what fees the President will set. Due to time constraints, the guidelines will move forward; however, the Board will review a draft report of the room, board, and fees that each institution is setting for final approval.

**Academic and Student Affairs Committee**

Stage II-New Program(s):

10. Minot State University's request for a new program via on-campus and distance delivery: Certificate in Entrepreneurship, CIP Code 52.0799.

   Melicher moved, Ness seconded, to approve the SBHE Academic and Student Affairs Committee recommendation, agenda item 10.

   Evans, Ness, Hacker, Morton, Melicher, Reichert, and Neset voted yes.

11. North Dakota State University's request for a new program via on-campus: Minor in Creative Writing, CIP Code 23.1302.
Morton moved, Evans seconded, to approve the SBHE Academic and Student Affairs Committee recommendation, agenda item 11.

Evans, Stemen, Ness, Hacker, Melicher, Reichert, and Neset voted yes.

Stage II-Organizational Change(s):
12. University of North Dakota's request for the following organizational changes:
   - From Division of Sports Medicine to Department of Sports Medicine,
   - Move the Certificate and Minor in Non-profit Leadership from College of Arts and Sciences to College of Business and Public Administration,
   - Move the B.A. in Geology from College of Arts and Sciences to College of Engineering and Mines, and,
   - From Communication Program to Department of Communication.

Ness moved, Hacker seconded, to approve the SBHE Academic and Student Affairs Committee recommendation, agenda item 12. The B.A. in Geology from College of Arts and Sciences to College of Engineering and Mines, was tabled until January 26 for further clarification.

Melicher, Evans, Morton, Ness, Hacker, Reichert, and Neset voted yes.

13. Functional IT Consolidation Report
    Darin King presented the IT Consolidation Report.

14. Governor’s 2017-19 Budget Recommendation
    Tammy Dolan gave an overview on the current Governor’s 2017-19 Budget Recommendation.

15. Legislative Session
    Lisa Feldner indicated it’s too early in session to determine which bills the Board will want to take a position.

16. Faculty Commendation Awards
    Lisa Johnson announced that the five Faculty Commendation awards went to the following faculty:

    Dr. Jeff Boyer, Ph.D., Professor of Practice, College of Science and Mathematics, North Dakota State University ($500);
    David Peterson, M.S., Associate Professor of Math, Bismarck State College ($500);
    Dr. Doug W. King, Professor, Dickinson State University ($250);
    Toby Stroh, M.S., Assistant Professor, Department of Agriculture and Technical Studies, Dickinson State University ($250); and
    Dr. Sheila Liming, Ph.D., Assistant Professor of English, University of North Dakota ($500).
The meeting adjourned at 10:32 a.m. CT.

Approved January 26, 2017.