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North Dakota State Board of Higher Education
March 6, 2023, Efficiency and Opportunity Committee Ad Hoc Meeting Minutes

The State Board of Higher Education Efficiency and Opportunity Ad Hoc Committee met Monday, March 6 at 1:00 p.m. CT

Committee Chair Hacker called the meeting to order at 1 p.m. CT.

SBHE Ad Hoc Committee members present: Dean Carmen Simone, DCB
President Doug Darling, LRSC
Dr. John Carroll, BSC
Mr. Bruce Bollinger, NDSU
President Andy Armacost and Ms. Karla Steward, UND
President LaFaye Biel, VCSU
Dr. Ms. Lisa Johnson
Mr. Darin King, CTS
Ms. Terry Meyer
Mr. Jerry Rostad
Mr. David Krebsbach
Ms. Jaimie Wilke
Ms. Billie Jo Lorius
Ms. Dina Cashman
Mr. Chris Pieske

Others Participating:
Ms. Meredith Larson, Assistant AG

1. Agenda
2. Meeting Minutes

Warford moved, Black seconded, to approve the agenda and February 6, 2023, Meeting Minutes. Warford, Black, and Hacked voted yes. Motion passed.

3.

Would you classify the efficiency/opportunity as a change to century code, change to policy/procedure, change in current practice, or other (if other, please be specific)?
I do not believe this is Century Code directed.
Is there a current law, regulation, policy, or procedure that regulates or relates to this item?
Campuses must reach 100% completion to stay in compliance.
What steps would be needed to implement this proposed efficiency/oppor</MCID 91un(e)-0.9 (r)-7.7 (<

What steps would be needed to implement this proposed efficiency/opportunity?
Form a task force, discuss issues and how to better the process, trail period, implementation.
Who would need to be involved?
HR Executive Director, HR Manager and a select team of outside HR employees to share feedback.
What would be the estimated transition costs?
no
What would be the estimated timeline for completion?
TBD by campus - would depend on how quickly meetings could be set and procedures reviewed.
Who may positively benefit from this change (students, staff, faculty, North Dakota citizens, North Dakota taxpayers) and what would be the benefit?
students, staff, faculty
Who may be impacted negatively from this change (students, staff, faculty, North Dakota citizens, North Dakota taxpayers) and what would be the impact?
NA
Is there a fiscal impact to making this change, either in cost savings or additional expenses?
none
Upon reviewing the attached red tape reduction list, identify the priorities you agree with that should have immediate attention.

INPUT 1.5
Who does this efficiency impact?
Campus Level
Briefly identify and describe the efficiency/opportunity within the NDUS that can be addressed by the State Board of Higher Education:

The Course Fee elimination policy results in inefficiencies and is cumbersome to administer, and the

Who would need to be involved?
The SBHE.
What would be the estimated transition costs?
Zero.
What would be the estimated timeline for completion?

No additional budget
What would be the estimated timeline for completion?
6 to 12months
Who may positively benefit from this change (students, staff, faculty, North Dakota citizens, North Dako taxpayers) and what would be the benefit?
This is a student success initiative to make it easy for them to enroll after graduation. Currently making them reapply to a school they're already attending doesn't make sense.
Who may be impacted negatively from this change (students, staff, faculty, North Dakota citizens, North Dakota taxpayers) and what would be the impact?
Nobody would be negatively impacted
Is there a fiscal impact to making this change, either in cost savings or additional expenses?
Improved in-state enrollment of North Dakotans.
Upon reviewing the attached red tape reduction list, identify the

What would be the estimated timeline for completion?
FY2024

staff & faculty

Who may positively benefit from this change (students, staff, faculty, North Dakota citizens, North Dako taxpayers) and what would be the benefit?
-Students get better service -Campus retain employees -Campuses work more efficiently
Who may be impacted negatively from this change (students, staff, faculty, North Dakota citizens, Nort Dakotataxpayers) and what would be the impact?
No one
Is there a fiscal impact to making this change, either in cost savings or additional expenses?
Savings in building manual systems and work arounds. Risk to not making the change lacking of compliance with federal financial aid policy leading to potential loss of federal funding.
Upon reviewing the attached red tape reduction list, identify the priorities you agree with that should ha immediate attention.
Items 3, 4, 6, 97, 109, 110, 113, 139, 140, 145, 155, 160, 161, 169

INPUT 3.2
Who does this efficiency impact?

System Level

Who may be impacted negatively from this change (students, staff, faculty, North Dakota citizens, Nort Dakota taxpayers) and what would be the impact?
NA
Is there a fiscal impact to making this change, either in cost savings or additional expenses?

No one would be negatively impacted.

Is there a fiscal impact to making this change, either in cost savings or additional expenses?

Chair Hacker recommended that only items are referred to another SBHE committee

he noted it is not the dashboards yet, but CTS is working with the campus controller groups to identify what would be some of the standard dashboards that all 11 campuses could agree on. He indicated they are close to the next step which would be hiring some external development support to build and implement. CTS does not have the bandwidth internally to complete in a timely manner. There is a need to have a signed contract in place and then develop what campuses can choose to use or engage to customize through a vendor. The next phase will be to get the controllers to agree on the path forward to start the development of some standard dashboards. The first set of dashboards would be financial and to build from its, the student data model is also underway, it's unfortunate we don't have a single data warehouse source that contains all the sets of data, such as the HR component. There should be a multi-tiered approach after the controllers complete their portion, it would then be run up the chain. Mr. King will provide the committee with an update at a future meeting.

Chancellor Hagerott provided information on the performance appraisal process, it's a collegial agreement by the system to have standard format, to help the board members have a common ability. Ms. Grinde further explained the 600 policies related to faculty and HR policies related to performance development. Every new employee is reviewed during the probationary 6-month period and annually thereafter. Ms. Grinde provided Mr. Rostad with her prework that included a reference to the century code in relation to compensation increases and performance evals performed annually. PeopleSoft launched a module called PeopleFormance and a fe598 -1.27 Td [(4