

BOARD OF HIGHER EDUCATION SELECTION COMMITTEE

This memorandum provides information on the Board of Higher Education Selection Committee and on the application process for members of the State Board of Higher Education.

BOARD OF HIGHER EDUCATION SELECTION COMMITTEE

Article VIII, Section 6, of the Constitution of North Dakota provides that the committee to select nominations for the State Board of Higher Education consists of the president of the North Dakota Education Association, the Chief Justice of the Supreme Court, the Superintendent of Public Instruction, the President Pro Tempore of the Senate, and the Speaker of the House of Representatives. The committee, with approval of four of the five members, forwards three names to the Governor for the selection of a nomination. All selections by the governor are subject to the consent of a majority of the members-elect of the Senate. In the event any nomination made by the Governor is not consented to and confirmed by the Senate, the Governor shall again nominate a candidate selected from a new list. The nomination shall be submitted to the Senate for confirmation and the proceedings shall continue until an appointee has been confirmed by the Senate or the session of the Legislative Assembly has adjourned. If a term expires or a vacancy occurs when the Legislative Assembly is not in session, the Governor may appoint from a list selected as provided a member who shall serve until the opening of the next session of the Legislative Assembly, at which time the appointment must be certified to the Senate for confirmation. If the appointee is not confirmed by the 30th legislative day of the session, the office shall be deemed vacant and the Governor shall nominate

another candidate for the office. If the Legislative Assembly is in session at any time within six months prior to the date of the expiration of the term of any member, the Governor shall nominate a successor from the selected list, within the first 30 days of the session. Upon confirmation by the Senate, the successor shall take office at the expiration of the incumbent's term. No person who has been nominated and whose nomination the Senate has failed to confirm is eligible for an interim appointment.

There are no statutory references regarding who is to serve as chairman of the nominating committee. However, according to representatives of the Department of Public Instruction, the Superintendent of Public Instruction has served as chairman for at least the past twenty years.

APPLICATION PROCESS

When a vacancy on the State Board of Higher Education occurs or is about to occur, the North Dakota University System office notifies the Superintendent of Public Instruction who issues a press release seeking applicants for the open position. Interested persons are required to submit to the Superintendent a completed application, three references, and a resume. The Superintendent compiles all applications received and calls a meeting of the Board of Higher Education Selection Committee to begin the selection process outlined by the constitution.

The application form used by the selection committee and additional information sent to persons interested in applying for board positions is attached as an [appendix](#).

ATTACH:1



ND STATE BOARD OF HIGHER EDUCATION APPLICATION
 ND DEPARTMENT OF PUBLIC INSTRUCTION
 OFFICE OF STATE SUPERINTENDENT
 SFN 53472 (9/02)

Last Name:	First Name:	Middle Initial
Home Address	City	State
		Zip
County	Home Phone	E-mail Address
Your Occupation	Business Phone	Fax
Current Employer	Business Address	
In making this application I certify that I have resided in the state for not less than five years (Article VIII Sec. 6)		
<input type="checkbox"/> YES <input type="checkbox"/> NO		

EDUCATION AND GENERAL QUALIFICATIONS

College/Other	# years attended	Degree	Major course(s) of study
College/Other	#years attended	Degree	Major course(s) of study
Memberships in Organizations (includes offices held)			
Other Public Service Activities			

Are you willing to participate in an interview with the nominating committee at your own expense?
 YES NO

REFERENCES: (Maximum of six – please attach)

RESUME: (Please include)

Date:	Signature
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Return completed form to: Department of Public Instruction
 State Superintendent
 600 East Boulevard Avenue, Dept. 201
 Bismarck ND 58505-0440

STATE BOARD OF HIGHER EDUCATION NOMINEE CONSIDERATIONS

- ▶ An understanding of the time commitment...
- ▶ An understanding of the system-wide responsibilities of the SBHE in the context of North Dakota, as well as an understanding of policy leadership. Also, an understanding that only the Board as a body can act or direct and a willingness to seek consensus among board members.
- ▶ An understanding of what the university System is and how it is organized, as well as a commitment to the System – not a personal agenda, a single campus agenda, a political agenda, or the agenda of an external group.
- ▶ An understanding of the board's role, chancellor's role, and the presidents roles, and how public System policies are made.
- ▶ An understanding of the purpose and governance structure of public institutions of higher education.
- ▶ A willingness to develop an understanding of complex issues from the public, campus and student perspectives.
- ▶ A willingness to respect the need for consultation with System staff, presidents and others.
- ▶ An understanding of the legislative process and the economic and political environment of North Dakota.
- ▶ An understanding of and commitment to the core values of the North Dakota University system which are: integrity, respect, trust, accountability, partnerships, good stewardship, academic excellence, and diversity.

Optional:

- ▶ Experience on boards of for-profit and/or non-profit organizations is desirable
- ▶ Good written and verbal communication skills.

** These items should be reflected in a cover letter.

*** Determination as to the need for interviews will remain the purview of the nominating committee.

State Board of Higher Education Members

January 15, 2008

Name	Earned Degree/Attended	Length of Term
Sue Andrews	Attended UND B.S., NDSU	2002-2010
Duaine Espegard	B.A., Aakers Business College Attended UND Graduate School of Banking, U. of Wisconsin	2007-2010
Pam Kostelecky	Attended UCLA Attended the U. of the Seven Seas, CA Attended Dickinson State College	2002-2009
John Q. Paulsen	B.S., NDSU	2004-2008 <i>(term ends 6/30/08)</i>
Richie Smith	B.S., Creighton U., Omaha, NE Juris Doctorate, Creighton U. School of Law, Omaha, NE	2005-2009
Jon Backes	B.S., MiSU Juris Doctorate, UND School of Law	7/1/07-6/30/11
Grant Shaft	B.S., Arizona State University Juris Doctorate, UND School of Law	7/1/07-6/30/11
Faculty Advisor and Student Member		
Thomas Barnhart, Faculty Advisor	B.S. and Masters, California Polytechnic State University Doctorate, U. of New Mexico	2007-2008
Nathan Martindale, Student Member	A senior majoring in business administration at the University of North Dakota	2007-2008



NORTH DAKOTA
UNIVERSITY SYSTEM

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SBHE Policies

SUBJECT: INTRODUCTION

EFFECTIVE: November 17, 2005

Section: 310.1 Board President and Member Responsibilities

1. The State Board of Higher Education President has no authority to make decisions or to establish policy on behalf of the Board except as specifically delegated the authority to do so by the Board. The Board delegates the following authority to its President and, in the President's absence, to its Vice President.
 - a. The President (or the Chancellor, pursuant to the authority provided to the Chancellor in SBHE Policy 304.1) shall be the spokesperson of and represent the Board by explaining, defending, advocating or announcing Board-stated positions.
 - b. As elected leader of the Board, the President has the ultimate responsibility for assuring the beliefs and core values adopted by the Board are known to all Board members and that the Board strives to uphold these values at all times.
 - c. The President shall be responsible for efficient operation of the Board including a Board established planning and action cycle.
 - d. The President shall ensure that new Board members are informed of their responsibilities and oriented to the Board's operations. The President, with the Chancellor's assistance, shall arrange for an orientation program after a new member is appointed. The new member orientation program shall include opportunities for new members to become familiar with NDUS campuses and programs, such as campus tours or other events scheduled in conjunction with Board meetings, new member visits to campuses, an on-line "tour" or other suitable means.
 - e. The President shall chair Board meetings by exercising all commonly accepted responsibilities of that position.
 - f. The President may call special meetings of the Board pursuant to the provisions of the Board's bylaws.
 - g. The President shall communicate directly and consult with other Board members and the Chancellor as frequently as necessary and consistent with applicable open meetings and open records laws, to assure the Board members and the Chancellor are kept informed on issues relevant to the Board's duties and responsibilities.
 - h. The President may appoint ad hoc committees to advise the Board.
2. Board Member Responsibilities include:

- a. A member shall be a link between the State Board of Higher Education and the public which it serves.
- b. A Board member shall at all times conform to and advocate the Board's beliefs and core values.
- c. A member shall help build and sustain an atmosphere of respect, openness, civility and partnerships in all relationships with fellow Board members, the Chancellor and System staff, and the presidents, faculty and staff of each institution of higher education in North Dakota.
- d. A member shall, through service on the State Board of Higher Education, acquire a reasonable level of knowledge of:
 1. the mission of each institution of higher education in the North Dakota University System and how the institution, through its administration and faculty, plans to achieve its mission;
 2. the traditional organization and governance structure of an associate, baccalaureate, and graduate degree-granting institution of higher education;
 3. the relationship of North Dakota University System institutions with other institutions of higher learning and other educational systems within North Dakota;
 4. the competitive position of North Dakota University System institutions in the regional and national marketplace;
 5. the provisions of state law governing the Board and its activities;
 6. the internal and external forces which affect the environment in which higher education and the North Dakota University System operate; and
 7. the structural relationship among the Governor, the legislature, the Chancellor, the System office, the North Dakota University System institutions and the Board.
- e. A member shall be an advocate of quality, efficient, and effective higher education in North Dakota by:
 1. assisting in the development and ongoing review of a clear and concise Board strategic plan, including the goals and objectives, for the North Dakota University System;
 2. assisting in establishing appropriate measures to monitor and assess achievement of the goals;
 3. assisting in evaluating Board performance, and the performance of the Chancellor;
 4. participating responsibly in board meetings;
 5. devoting the time necessary to carry a fair share of Board leadership responsibility;
 6. assisting in establishing effective policies of governance; and
 7. taking part in reasonable amounts of professional development.
- f. A member shall represent the people of North Dakota and be an

advocate for the North Dakota University System without special regard to a particular institution, interest, political affiliation, community, or constituency.

HISTORY: New Policy. See SBHE Minutes, June 19, 1997 page 6778.
Amendment SBHE Minutes, November 18-19, 1999.
Amendment SBHE Minutes, April 15, 2004.
Amendment SBHE Minutes, November 17, 2005.

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Press Release

For Immediate Release

Date: February 14, 2008
Contact: Dr. Wayne Sanstead
Phone: (701) 328-4572
Fax: (701) 328-2461

Committee Seeks Applicants for the State Board of Higher Education

Dr. Wayne G. Sanstead, chairman of the nominating committee for the State Board of Higher Education, has announced that the committee is seeking applications from persons interested in serving on the State Board of Higher Education.

The SBHE position will become vacant July 1, 2008. The committee will meet from 1:00-3:00 p.m. in the Office of the Chief Justice of the North Dakota Supreme Court on March 25, 2008, and will forward three nominations for the vacant position to Governor Hoeven. Board members appointed by the governor must be confirmed by the 2009 North Dakota Senate.

The SBHE is the governing body for the North Dakota University System, which includes the state's 11 publicly supported colleges and universities. The board is comprised of seven members who serve four-year terms, one student member and one non-voting faculty advisor. The vacancy will be created when the term of board member John Q. Paulsen, president, Fargo, expires June 30, 2008. Other current SBHE members are Richie Smith, Wahpeton, Jon Backes, Minot; Grant Shaft, Grand Forks; Duaine Espesgard, Grand Forks; Pam Kostelecky, Dickinson; Sue Andrews, Mapleton; Nathan Martindale, student member, UND; and Thomas Barnhart, non-voting faculty advisor, NDSU.

In addition to Sanstead, who serves as chairman for the nominating committee, other members consist of the president pro tempore of the Senate, Senator Dwight Cook; speaker of the

House of Representatives, Representative Jeff Delzer, president of the North Dakota Education Association, Dakota Draper, and Chief Justice of the North Dakota Supreme Court, Gerald W. VandeWalle.

To obtain an application for the vacant positions, please contact Dr. Wayne Sanstead, Department of Public Instruction, 600 East Boulevard Ave., Bismarck, ND 58505-0440 or by phone at (701) 328-4572. Along with the application, applicants must also submit a background resume and supporting references. Applications must be received no later than 4:00 pm on March 21, 2008.