

Tuition Waiver Task Force

This task force has met two times. The first meeting was held on Friday, February 3 in Bismarck and the second meeting was held on Thursday, February 16 via Blackboard Collaborate.

The task force consists of the following people:

- Mike Hillman (Chair) NDUS - Vice Chancellor for Academic and Student Affairs
- Dave Clark—Bismarck State - Executive Vice President
- Brian Foisy—Minot State - VP for Administration and Finance
- Alice Brekke—UND - VP Finance & Operations
- Bruce Rafert—NDSU – Provost/VP for Academic Affairs
- Ann Smith—CCF President
- Anthony Willer—SSS President

****NOTE**** *'Student'* as referenced below implies benefited NDUS staff/faculty unless otherwise noted.

February 3 meeting

We discussed the various options for the framework of the tuition waiver. Here are a few discussion items that we discussed:

- All in agreement that this was a good idea.
 - Education is our business and we need to 'walk the talk.'
- A full, 100% tuition waiver was not a feasible option.
 - This was determined by the fact that large majority of the courses would be coming from UND & NDSU in their graduate programs.
- Courses taken with waiver need to be part of a degree plan or professional development not personal interest courses.
 - Professional development would be determined by immediate supervisor and others on campus such as VP or Provost
- Student and home institution would have more incentive to complete if they had some 'skin in the game.'
 - If the students were paying some for the course, there is a higher likely-hood that they would complete the course/degree.
 - If the home institutions were adding funds towards the degree, the institutions would be demonstrating their initiative to improving the education of their employees.
- Once a student starts a program, their spot is essentially guaranteed.
 - As long as the student stays active in the courses, they will not be bumped out even if the enrollment cap is reached by traditional, full fee paying students.
- A shared cost plan of $\frac{1}{3}, \frac{1}{3}, \frac{1}{3}$ was proposed.
 - $\frac{1}{3}$ paid by student
 - $\frac{1}{3}$ paid by home institution
 - $\frac{1}{3}$ waived by receiving institution

February 16 meeting

Lisa Nordick – NDSU - Assistant Dean and Director of Distance and Continuing Education joined this meeting along with Bruce Rafert.

The following items were determined to be a consensus of the task force:

- Tuition waivers should apply to Professional Development for state and self-support degree credit courses, not personal enrichment courses
- Support for personal enrichment activities is a local campus issue
- Campus options to fully support the cost of educating employees should be continued
- Educating employees should not be a disincentive in funding and performance models, and should be considered an incentive
- Exceptions need to be considered for special multi-campus consortium agreements involving non-NDUS institutions

At this time, the Employee Tuition Waiver Task Force is considering four options:

- 1) Holistic option - include both state, distance based and self-support courses determined to be professional development by the employing campus for all degree-credit courses in a new employee tuition model for courses from other system institutions which employs a shared cost responsibility (employer, employee and delivering campus) concept.
 - This option would open degrees/courses offered via distance delivery (online/IVN) along with allowing students who wish to drive to another campus the ability to take any degree offered at a different campus.
- 2) New shared responsibility (employer, employee and delivering campus) policy for distance based and self-support courses in addition to the current policy
 - This option would open distance based degrees/courses offered through distance delivery (IVN) and self-supporting units to be taken.
 - i.e. – if a student from NDSCS lives and works in Fargo, they would not be able to use this ‘waiver’ if they choose to take courses face-to-face
- 3) Eliminate the exception for self-support courses in 820.2.e as initially requested by SSS and CCF: <http://www.ndus.nodak.edu/makers/procedures/sbhe/default.asp?PID=32&SID=9> (see below)
 - This option would pursue a full tuition waiver with no shared costs.
 - This option would open only distance delivery degrees/courses offered through self – supporting units to be offered.
 - i.e. – if UND has a degree that is offered via IVN, but it is not a degree offered through their self-supporting unit, it would not be allowed.
- 4) No change to current policy 820.2.e
 - Listed as an option, but not the likely choice.

e. Employee tuition waivers, including student activity fees, for a "benefited employee," as that term is defined in Policy 703.2. The waiver shall be limited to three academic classes during each calendar year. Employees may be released from work for one class each academic term with approval of the

employee's supervisor or department head; approval shall be granted if it does not interfere with completion of the employee's essential job duties and the essential work of the institution. ~~This waiver does not apply to continuing education or other self-supporting programs, except as provided by institution policy. Each institution shall adopt a policy defining circumstances under which the institution will grant employee tuition waivers, within the limits of this policy, for credit courses offered through continuing education or other self-supporting programs.~~ Institutions shall record tuition waivers as a reduction of estimated income and prepare an annual report showing the number and type of tuition waivers and dollar amounts.