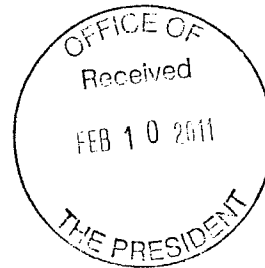


February 10, 2011

Dr. Richard McCallum, President  
Dickinson State University  
291 Campus Dr  
Dickinson, ND 58601-4896



Dear Dr. McCallum

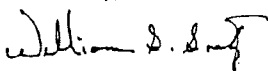
The NDUS contracts with the National Survey of Student Engagement for administration of a student-reported satisfaction survey required by current state law (2009 SB 2038). To administer the survey, each campus submits a list of enrolled students to NSSE. On Friday, February 4, 2011, our office was informed by NSSE survey administrators that the survey administration at DSU had been suspended because individuals receiving the survey had informed NSSE that they were not DSU students. Follow-up phone calls with NSSE and DSU officials indicated that students who believed they had enrolled in non-graded non-credit workshops had been enrolled by the campus in graded, degree-credit courses. The difference between non-credit and degree-credit is important because SBHE Policy 440 makes a distinction between degree-credit, non-degree credit and non-credit enrollments. Degree-credit enrollments are designed to be consistent with federal IPEDS reporting, become part of the official SBHE Fall enrollment report and are used in SBHE budget request and finance plan calculations.

The contact from NSSE raises questions about DSU enrollment reporting practices in regards to compliance with SBHE policy and federal IPEDS reporting requirements. Please provide responses to the following questions so that we have a better understanding of DSU's enrollment reporting practices:

1. What practices differentiate degree-credit, non-degree credit and non-credit enrollment at DSU? Specifically describe the practices used in the Disney Institute course (Class Number 33890 Special Topics in Business Administration) the Energy Symposium (Class Number 34112 Special Topics in Science), the Theodore Roosevelt Symposium, and Microsoft and QuickBooks courses for the Fall 2010 term.
2. Did all students meet Policy 440 requirements as enrolled students in degree-credit courses?
3. What was the source of the tuition revenue and was the revenue deposited in local funds or state collections?
4. Did all students who received a grade for the Fall 2010 term register for a graded course?
5. Was a letter grade communicated to all students enrolled in graded courses?

This issue carries a course of immediacy in response.

Sincerely,



William Goetz  
Chancellor