Academic Affairs Council Minutes
September 7, 2010
Bismarck State College

Members: D Carter (BSC), L Brooks (DCB), J Brudvig (DSU), D Darling (LRSC), K Stenehjem (MaSU), S Moen (MiSU), H Link (NDSCS), C Schnell (NDSU), P LeBel (UND), M Dahlberg (VCSU), W Meyer (WSC), and M Hillman (NDUS).

Guests: Lisa Johnson (NDUS), Rebecca Duben-Kalash (NDUS)

Current Issues
The council spent a few minutes going over the discussion with Representative Dosch. The council felt that the discussion regarding tenure with Representative Dosch went well. Hillman said that the interim committee is meeting as the Roundtable next week. October 7 is expected to be the interim committee’s final meeting. He did not expect tenure to be on the agenda. This list of Roundtable members has been sent out on the listserv. The board meeting will be September 16 in Bottineau. Tenure will be on that agenda. The cabinet met last week. Board member Duaine Espegard was there and led the discussion on CEO compensation in the system. Mike Haugen and Clause Lemke were also present.

Schnell asked about the issue on dual credit that came back to the campus. President Skogen asked that the issue of dual credit be on the cabinet next agenda. Not having clearly defined service areas for dual credit and having potential dual credit offerings really is an issue. This caused us to revisit the whole issue of dual credit. The legislation enacted in 1997 was done to encourage K-12 to accept dual credit by making dual credit part of the foundation aid formula. There is some interest in taking a look at how dual credit is financed. Hillman said the model that the chancellor has asked him to pencil out is where the school district would pay part of the tuition rate for students taking dual credit courses and the schools would get reimbursed through the foundation board formula. Also look at more consistent dual credit tuition rates. Hillman said he was not sure if we can get ready for the 2011 legislative session but the chancellor feels that we need to be proactive with this issue and move forward. Hillman said that he will be putting something together. Darling will forward research on effect of dual credit and AP courses on student success in college.

I. Business Meeting
   1.0 Approval of August 3, 2010 Minutes
      Schnell/Carter made a motion to approve. Vote was unanimous.

      Hillman asked the council to remove pages 15-20 from their AAC packets. Those were not intended to be sent out as background materials. He asked that these pages be taken off the record.

   2.0 Operational Issues
      A. Curricular Requests
         1. Stage I Requests
            a. MaSU: New Academic Program, Policy 403.1/404.1
Instructional Design and Technology, B.S. and minor  
Music Education, minor  
Schnell/Moen made a motion to add the Instruction Design and Technology, B.S. and minor to the agenda. Vote was unanimous.

Schnell/Moen made a motion to recommend approval of MasU’s requests. Vote was unanimous.

b. NDSU: New Academic Program, Policy 403.1  
Vaccinology, minor  
Carter/Schnell made a motion to recommend approval of NDSU’s request. Vote was unanimous.

Hillman said that the council moved ahead with the Master of Public Health programs at UND and NDSU. The two campuses are working very closely together. The main issues are how two different tuition and fees mechanisms support students that are taking courses from both campuses. The request didn’t go to the cabinet because the chancellor pulled it off, but he wants it on the September board agenda. Hillman said that we are doing what we can to move it ahead and he thinks it will be a strong program given the resources and the campuses desire to work together.

II. Planning/discussion

1.0 Addition/Corrections to Draft Agenda  
There were no additions/corrections to the draft agenda.

2.0 Articulation and Transfer  
General Education Comparison: CA, OR, and MT:  
Johnson said that the general education requirements from CA, OR and MT align closely with the NDUS general education requirements. She provided an overview of the other states general education requirements. She is seeking support from the council to move ahead and draft board policy for CA, OR and MT statewide articulation agreement. Board policy is drafted for all statewide articulation agreements, i.e., MN, WY and WA. Once these policies are drafted, she would return to the council to review and recommend them for approval. The CA agreement came up as the most urgent. Johnson felt the most comfortable with this agreement.

A Look at LEAP: AAC&U Resources:  
A press release was recently sent out on the NDUS joining the LEAP general education initiative. ND is the sixth LEAP state. Even though we are a LEAP state, not every campus needs to be an AAC&U member. The fourth general education summit will be hosted by Bismarck State College on September 17, 2010. The LEAP model, which focuses on essential learning outcomes, will be a focus of
the event. It was suggested that campuses prepare the faculty who are going to the summit, if they are not sending the same person.

**ACT Reading Subtest and Writing Essay:**
Johnson said that she sent out an invitation to the English Academic Discipline Representatives. She emailed them what the charge was and asked them what their thoughts were on requiring a reading subtest and writing essay for placement. She is soliciting their feedback. Johnson said that the representatives will be meeting twice on these issues. The council asked if the English discipline group is the appropriate group to pull together for this issue. Johnson asked if she should invite the academic skills discipline group representatives to the meeting. The council agreed.

Hillman said that he sat in for the chancellor on the Commission Committee on Curriculum Assessment Technology & Testing. He said that the committee will be recommending that the state include the ACT essay exam as part of the ACT administered every year. This will not happen until after the spring of 2011. The state may be picking up the cost of the ACT essay for all students in addition to the ACT comp objective.

Johnson said that she was asked to pull together those involved in women and gender studies. She said that there is no discipline group and three campuses offer courses in that area. Johnson said we have prefixes coming in with different acronyms. She said that group is meeting as we speak.

**NDUS Fall Prefix Review:**
Johnson said that the council did a good job in cleaning up the prefixes. She said that she will be emailing the council the full list of prefixes when she returns home. They can pass along the list to their appropriate registrar or records person.

Johnson discussed the General Education Summit in Bismarck on September 17.

3.0  **CIO Update**
Thursby said that they have completed the two-way video site upgrade to HD capability over the summer. All the work is complete with exception of WSC. We have been working on videoing conferencing to be used by the presidents. Continuing implementation of consistent email, calendar, messaging and SharePoint capabilities. Several institutions have this project underway. MiSU, MaSU and VSCU will not need to update since they are already using these programs. Expect change to occur no later than June 2011. The data element dictionary is 98 percent complete on the HR data elements. Start to work on the student data element dictionary. This is going slower than planned. He said they are trying to put all existing data elements into a database.

4.0  **Update on CUM GPA**
Hillman said we need to move ahead with a more consistent definition of CUM GPA. Thursby said that the issue is that the CUM GPA field is being used both ways. He suggested having CUM GPA, and an institutional GPA field. Thursby said that they would work out any issues with campuses to make sure it doesn’t break anything. He said that the fields need to be defined consistently so we know what is going in there. Thursby said that both institutional and CUM GPA can appear on the transcript. The council discussed collaborative courses and where they would go? Thursby said that CUM and institutional GPA need to be defined first. That will be a CUM GPA, but institutional GPA will also be supported. Hillman said that this process will move ahead fairly quickly.

5.0 Admission/Placement Policy
The council made additional edits to the policy. LeBel/Schnell made a motion to accept the additional changes to Policy 402.1.2. Hillman said that the policy should go to the October cabinet meeting and the November board meeting. He said that he needs to discuss this policy with Pat Seaworth. He said that he would send out a draft of the policy to the council members.

6.0 Joint Boards Agenda
The Joint Boards will be meeting on September 28 in Bismarck. Hillman said that the planned 11 a.m. keynote speaker, Jennifer Stafford, will not be able to come.

7.0 Committee & Other Reports
- Executive Oversight Committee & CAC – There was no report.
- Accountability Measures – There was no report.
- NDSA – There was no report.
- CCF – There was no report.

The council adjourned at 4:20 p.m.