Academic Affairs Council Minutes  
October 12, 2010  
Conference Call

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

Guests: Lisa Johnson NDUS, Randall Thursby NDUS, Rosie Kloberdanz, NDUS,

I. Business Meeting

1.0 Approval of September 12, 2010 Minutes  
Brooks/Carter made motion to approve September minutes. Vote was unanimous.

2.0 Operational Issues  
A. Curricular Requests, September 21, 2010 Deadline  
1. Stage I Requests –  
There were no new Stage I requests  

2. Stage II Requests (enclosure – Pages 12-14)  
a. BSC: New Academic Program, Policy 403.1/404.1  
   a) Petroleum Engineering Technology, A.A.S. and PC  
   b) Petroleum Production Technology, A.A.S. and PC  
      (this program is being offered collaboratively with the WSC Department of Energy - students will be trained to support geophysic and petroleum Engineers).  
   c) Sustainable Construction Technology, A.A.S. and PC (NDSCS supports and there are many similarities to their program)  

b. MaSU: New Academic Program, Policy 403.1  
   a) Music Education, minor  

c. UND: Distance Learning Credit Activities, Policy 404.1  
   a) Entrepreneurial Studies Certificate for Non-Business Majors, PC –  
      (This program will be in collaboration with NDSU and offered face-to-face in Fargo.)  

   d. VCSU: Program Termination, Policy 403.1.1  
      a) Composite Science Education, major  
      b) Early Childhood, minor  

VCSU: Distance Learning Credit Activities, Policy 404.1  
   a) Music, B.S.

VCSU: Distance Education UPDATE, Policy 404.1  
   a) English Education, B.S.Ed. (must vote to add to agenda)  
   b) History Education, B.S.Ed. (must vote to add to agenda)  
   c) Elementary Education, B.S.Ed. (must vote to add to agenda)
Brook/LeBel made the motion to add #3. a.b.c. to add to agenda. Vote was unanimous. Schnell/Brooks made the motion to recommend approval of all Stage II requests. Vote was unanimous.

3.0 Prefix
   a. BSC: ARCT (Arch Draft and Engineering Technology)
   b. BSC: PET (Petroleum Engineering Technology)
   c. BSC: PROD (Petroleum Production)
   d. BSC: CMT (Sustainable Construction Technology change to Construction Management Technology)

Link/Meyer made motion to recommend approval. Vote was unanimous.

II. Planning/discussion
1.0 Additions/Corrections to Draft Agenda

2.0 CIO Update
Although required to be up by June 2011, the OMB reporting data base will by up by the beginning of session. It will included expenditure, appropriated and non-appropriated data and eventually grow to 10 years of data; this will allow for comparable spending for 10 years. It will also include all salaries as gross compensation. Thursby is not sure if it will include benefit packages as he has not seen the prototype yet. Members have concerns about moving from gross to base as it will not match up – likely under reported relative to what was reported in the past. Reportable information will be included. OMB is driving this. Benefits will not be included. If an employee or student is at more than one job, it will use the primary job and merged under one job. Because of the accounting method used, ConnectND does not do a good job of reporting actual expenditures vs. the budget. Because budget obligations are not reported, policy will not have useful information on remaining budget available.

We will begin to use the named identifiers rather than those used in the past as part of the active directory. WSC will be moving over to active directory this week. Log in will be consistent across the system. This will allow having all faculty and staff on the same system.

3.0 Update on CUM GPA
Hillman said we are looking at maintaining IGPA and CUMGPA – that has not changed. The next step is to develop operational definitions as to how GPA will be calculated. Once we have that it will be distributed to campuses for review. Work is currently being done on the definitions and it will be available as soon as possible. Thursby commented that we had a good meeting with registrar and made a lot of progress to meet scholarship requirement issues. The staff has worked very hard to do this without having a major impact in institutions. Hillman noted we are aware that the devil lies in the details which is a next step, but we are optimistic.
4.0 Articulation and Transfer

NDUS Acceptance of AP Sub-scores: Johnson will provide AP scores where sub scores have been developed at the November meeting.

NDUS Procedure 402.4.5 – California Community College Transfer Summary,NDUS Procedure 402.4.6 – Oregon Transfer Summary,NDUS Procedure 402.4.7 – Montana University System Transfer Summary: Johnson will make the requested edits and send it to members for approval. These documents will be sent to SAC.

Motion by Schnell/Brudvig to move forward with consensus on final wording edits. Vote was unanimous

Johnson reported that discipline groups raised questions about policy/procedure 402.1.2. They are asking if they should be collecting writing assessments and use the ACT writing essay. Another concern is providing supplemental courses to be taken in conjunction with other courses, ie, remedial courses.

LeBel stated his understanding of the discussion was that concurrent enrollment would be an option, not required. This was meant to be an option if it was already available on a campus. Schnell said this may become a moot-point as we want them to take care of this in high school.

Hillman has working with SITS and Pearson’s on MyFoundationsLab – this is where student can take courses or have tutorials in specific areas within a discipline. It was suggested that the council have a discussion on repeat course requirements and transfer at the Dec meeting.

5.0 Draft Placement Procedure: Meyer tried using specific cut scores this past fall – and said it was interesting to listen to counselors and administrators staff who thought their students were ready for college courses only to discover the actual faculty had different view.

Hillman stated that at a recent Joint Boards meeting, the Lt Governor talked about recommendations to require the writing essay and to have state to pick up cost of the ACT essay exam (effective 2013). Lisa took this to discipline groups but they were not supportive of using the ACT essay results for placement purposes.

Council is looking more closely at the PLAN and ACT subtest correlation. Members felt we needed to reconsider the 14 subtest score for English suggesting it be at least a 16. Hillman asked NDSCS for insight on this. Maybe allow campuses some flexibility on this. We will continue to work on both policy and procedure.

6.0 HLC DE Approval: This still needs to be worked out. HLC requires distance education approval if at least 50% of the program is being offered through distance education.
7.0 NDUS Student Retention Summit - The summit will be held next April with Vincent Tinto invited as the keynote speaker.

8.0 Committee & Other Reports – time did not allow for committee reports.
· Executive Oversight Committee & CAC – Carter/Schepp
· Accountability Measures – Schepp
· NDSA – Hadland
· CCF – Bless