Academic Affairs Council Minutes  
February 7, 2012, 9:00 – 3:00 (CT)  
Bismarck State College – Horizon Conference Room

Attendance: UND - Paul LeBel, LRSC – Lloyd Halvorson, DSU – Ken Houck, Eric Brevik (CCF) , WSU – Wanda Meyer, BSC – Drake Carter, NDSCS – Harvey Link, NDSU – Bruce Rafert, MSU – Keith Stenehjem (via phone), MSU – Lenore Koczon (via phone), VCSU – Margaret Dahlberg; DCB – Larry Brooks; Doug Darling (via phone), NDUS – Mike Hillman; Other: NDUS – Aimee Copas

9:00 – 9:30: Current Issues
Cabinet, SBHE and Legislative
• Cabinet – meets tomorrow - no new report
• SBHE – meets in 2 weeks
  o A number of capital request modifications on the agenda
  o Efficiencies agenda
    ▪ Committee has been named.
  o Fee task force has been named and has met.
• Legislative Interim Committee
  o Met in January – will meet again in April
  o Travis Randall met with the committee.
    ▪ Discussed performance funding.
    ▪ Focus was on first understanding what was wanted by the interim committee before you try to decide how you’ll fund it.
  o Performance funding task force has been named.
    ▪ What are performance measures we could attach to completion, retention and student success? How can we measure this data?

Committee & Other Reports
• Executive Oversight Committee – Carter
  o No meeting
• Accountability Measures
  o In final revision stages.
  o Making PO/PC updated to ConnectND data.
• NDSA – Beehler
  o No Report
• CCF – Brevik
  o Last meeting was dominated by 2 topics
    ▪ Maximizing efficiencies document
      ▪ Survey that would have been made available to a system
      ▪ Tuition waiver conversation
    ▪ Nomination of officers was taking place – voting at next meeting.
• Dual Credit Task Force – Johnson and Copas
Transcripted course preferred over articulated course. Better success and long term viability with transcripted.

Articulated credit has benefits with CTE courses – may not work as well with liberal arts.

One of the drawbacks with articulations is that if the student doesn’t attend the institution the articulated credit is to go to, it isn’t worth anything. If a student with articulated credit transfers, the accepting institution also has to accept the credit.

This really comes back to how are we going to handle year-long courses? What is our stance going to be? If indeed the 1st semester is preparatory and the 2nd is college work, then it is legitimate. If is not handled this way, it is not as acceptable.

College credit should be awarded based on the competency the student has – the object is to get them to the level they need to be.

We as NDUS can make a decision, but we can’t make the decision for tribal or private institutions.

We teach college courses – they need to be our courses and our curriculum.

With regard to foreign languages, there are instances that articulated learning or prior learning credit makes sense.

How will we as the NDUS handle a request for a year-long course?

- The intent was that once we determined what the national best practices were – we could make recommendations and invite other tribal and private colleges to join us in this initiative.

- There is hesitation surrounding the DPI turnaround.

- Recommended to maintain flexibility – recommend one semester course, but maintain flexibility in the transition – we will move this to the task force for formal recommendation.

- Employee Tuition Waiver Task force

  - For ‘self-support’ courses. Those not directly funding by state support.

  - Task force met late last week.

    - Good understanding of issues and many areas of agreement at meeting.

    - There needs to be a revenue flow in self-support courses for them to continue. Who is responsible, and how much is the detail that needs to be worked out.

    - There are still questions surrounding self-support and how it is managed in the budget.

    - There are several facets of this issue – credits for professional development vs. fringe benefit, etc. Suggestion was to tackle issues one at a time.

    - There was agreement that everyone should have skin in the game here - the employee, the employer and the institution.

    - The plan is to make a suggestion at the April meeting of the SBHE.

I. Business Meeting

- Approval of January 3, 2011 Minutes (Enclosure – Pages)
• Approved as distributed by consensus

• Operational Issues

• Curricular Requests, January 24, 2011 Deadline
  • Stage I Requests – NO NEW STAGE I’s (Enclosure – Pages)
  • Stage II Requests – (Enclosure – Pages)
  • BSC
    o Distance Learning Credit Activities, Policy 404.1
      a) Medical Laboratory Technician, A.S.
        • Working with Miles Community College (Miles City, MT) to deliver this program in Miles City. This is a difficult program to get set up and going.
        • BSC students score VERY well in this program.
        • Needs for people in this industry in Eastern MT have created a need to put together a viable program in this area. MCC came to BSC to request us to go to them to help set up this program.
        • MCC has also obtained a grant to place IVN equipment at our BSC facility.
        • Looking to springboard off this to be able to offer this program in other areas of need such as Dickinson and Williston.
          o Motion Meyer, Second Link
            • Motion carried by unanimous vote

  • NDSCS
    o Program Title Change, Policy 403.1.1
      a) FROM Automated Manufacturing Technician TO Mechatronics Technology
        • These are two title updates to make the titles more current with the industry.
        a) FROM Recreational Engines Technology TO Powersports Technology
        • Powersports as a term is more up to date with industry.
          o Motion to approve both changes Carter, Second Meyer
            • Motion carried by unanimous vote

  • WSC
    o New Academic Program, Policy 403.1
      a) Applied Management, B.A.S.
        • WSC is trying to address the state pillars by providing access to the people that live in that area.
        • Many companies are moving in – companies are growing rapidly as well. They are in need of people to fill the management roles. They have requested that WSC fill the need for needing the technical skill but also have the management skills as well.
        • Estimate is that Williston has grown to over 40k and is still growing.
• The key is looking at quality of life in Williston. Ability to provide that quality management training to the professionals in the area.

• Question of whether the BAS move is within the scope of the mission of WSC.
  o The way the mission is currently interpreted – offering a degree at a new level is considered mission changing. SBHE determines this.

• With regard to a mission change – there is a difference where the system processes don’t completely line up with the North Central processes.

• The board taskforce that met to discuss the graduate programs at Mayville and Dickinson – they discussed that a mission change comes about through the approval by the SBHE to the new program.

• Mayville has articulation agreements with WSC – Elementary Education, Early Childhood, BAS and BS in Business Administration. There is a full time person from Mayville on the WSC campus to help, recruit, and help with transition of 2 year students to a 4 year program. This person has been in place since last summer. Coursework has been offered through Mayville at Williston for a few years.
  o Good numbers in education are currently enrolled.

• Planning for cohort courses – 20 students approx. per year.

• Should there be plans for specialized accreditation? It was suggested that AACSB accreditation be considered.

• Short term, there are some institution who have boots on the ground that can help scale up.
  o Motion to table this discussion based on the reasons on accreditation and to dig into further information on ramping up on other campuses to respond to needs are addressed - Rafert. Second Link.
    a. BSC – no
    b. DSU – abstain
    c. WSC – no
    d. UND – no
    e. LRSC – no
    f. VCSU – yes
    g. DCB – no
    h. NDSU – yes
    i. NDSCS – yes
    j. Mayville – yes
    k. CCF – abstain
1. Minot – no
   i. Motion fails

- Hillman - When you look at employment projections and the employment needs of a community the size of the projections….coupled with the lack of speedy state responsibility of infrastructure, you conclude there is a need to respond faster. One tenant of the Round Table was responsiveness to needs. Williston clearly has a need and we need to respond to the needs. Without seeing it or being there – it is difficult to explain it, but it is clear that there is a sense of urgency to move ahead. There are 3 tracks – Mayville state will run one of the tracks, one of them will be done closely with BSC, the other by Williston. Housing is a huge issue there. This is more about building a community. This is a step in the right direction.

- Skeptical at first, but the numbers are impressive. While hesitant about mission changes, this seems to be a reasonable response to the needs Williston has today without a dramatic change to the mission. This is much easier to ramp up and or ramp down as needed without changing the entire outlook of the college.

- The question isn’t so much about whether there is a need in Williston or not. It seems like there would be a delivery model already in place to be explored with our institutions that already have this in place.
  - Carter – move to approve stage II request. Brooks second
  - Discussion:
    - Were other campuses invited into the mix or did WSC choose to go it alone.
    - There have been some discussion – varies by campus.
    - If we aren’t fulfilling the need, others (privates, etc.) will step in.
    - Is the number of courses requested to be offered too many? There are courses to fulfill the 3 options.
    - There is foundation support to launch this program over the next 3 years.
    - Has there been an AACSB or other accrediting consultant that has come in to map out the possibilities or opportunities for this area? They’ve worked with the HLC to gain help.
    - There has been nothing that WSC has done that precludes any of the campuses from offering help and/or courses to help in this area. There are enough reasons to justify
there being help to the campus. The on campus delivery of this program is not something offered anywhere else and is needed at WSC. This is a decision that appropriately rests with the leadership of WSC.

- AAC is viewed as an advisory council. The administration at WSC has a responsibility to make these kinds of decisions. They see this as what is best for their college and community.
  - BSC – yes
  - DSU – abstain
  - WSC – yes
  - UND – yes
  - LRSC – no
  - VCSU – no
  - DCB – yes
  - NDSU – no
  - NDSCS – no
  - MaSU – abstain
  - CCF – no
  - MiSU – no

  i. Motion fails

2. Prefix – (Enclosure – Pages 20-21)
   - NDSCS: RET to PST
   - Johnson has reviewed request and sees no problem with the request.
   - Motion to approve – Carter, second Houck
     o Motion Carried Unanimously

3. Stage II Cover Page – Academic Program Delivery Change
   - Request to add face to face delivery mode to the Stage II delivery request.
   - This change will be made for consideration for the next meeting.

II. Planning/discussion

1. Additions/Corrections to Draft Agenda

2. CIO Update – Thursby – 1:00
   - Lecture Content/Capture Process
   - Thursby – approached by the CIO’s last summer to advance the discussion of a common approach due to the demands of storage of lecture capture and content capture.
   - Held meeting – all institutions represented. 38 attendees.
     o Talked about needs on the campuses, existing vendors, solutions, options.
A number of needs came out of the meeting

Benefits to students and faculty
- Material continually available to students
- Better retention when they are able to repeatedly listen to material
- Helps students who miss class (at faculty discretion)
- Multiple benefits to students as well as to faculty.
- Network considerations – lots of bandwidth, storage issues, etc.
- Network considerations – would it be better to go with a locally hosted vs. vendor hosted item?
- Potential growth estimates may be upward of 48,000 hours of recording per semester.
  - If we would locally host it would be a 6% increase overall of usage vs. using a vendor.

Additional meeting planned – review storage and proposals.
- Continue to present findings to senior councils and groups.

There will be additional informational sessions up-coming. This aligns itself nicely with the SBHE efficiency initiative. Now the conversation moves toward financing of initiative.

3. Articulation and Transfer – Johnson – 1:30 (Enclosure – Pages)
   - 2011-2012 Articulation Agreement for the Early Childhood Education Discipline
     - Has approval of faculty discipline group.

4. SBHE Policies and NDUS Procedures (Enclosure – Pages)
   - NDUS Procedure 402.1.2 – Placement Scores – English, Math Scores
     - English – concerns from some HS counselors that a score of 18 for ACT is too low. They are concerned that students aren’t prepared for English with that score. Recommendation to monitor those scores and see if English scores need to be adjusted.
       - Look at following up with conversations between college faculties groups meeting with HS faculty groups.
       - Concern about the scope of the population – does this cover GED? International? Over 25?
       - These groups are not specifically addressed in this procedure. The procedure is really targeted more toward a HS student. Do we need to look at a statement to cover other students?
       - Any student that arrives on campus that does not have a current placement score should be given a placement test at the prospective campus.
     - Math – question regarding comparative score between ACT and Compass.
       - In concordance table, an ACT score of 21 has a concordance with Compass score of 45-49.
• ACT of 22 has a concordance with Compass score of 50-54.

• NDUS Procedure 508.1.1 – STEM Occupations Student Loan Program
  o Check Section 2 letter E for cleanup of Default definition.

5. Maximizing Results through Efficiencies
   • Three board members are a part of oversight committee
   • This committee reviews outcomes of efficiency committee outcomes.
   • Wrapped into this is the LMS discussion

6. April 3 Joint SAC/AAC Meeting
   • Efficiencies?
   • Performance Funding?
   • Have more conversation around Retention Summit
   • More conversations around areas that we could communicate more effectively.

   • Update on PARCC consortium meeting

8. Financial Aid for “Undecided” Degree Seeking Students – Copas
   • Review of recommendation

9. Credit Hours Towards Undergraduate Degrees at Minot State
   • There is a great variability in the number of hours required behind each bachelor’s degree at institutions.
   • There should be some collaborating between campuses that offer similar programs to ensure there is “some” alignment of numbers.
   • No need to look at below 120 – this should be the bottom.
   • This can be a part of the spring planning session.
   • HLC requires 120 credits for a bachelor’s degree.

10. English Proficiency Complaints
    • Review of results

11. Retention Summit – Copas
    • Review of plan

12. Residency Coding
    • Review of issue

13. Common Data Set – LeBel
    • UND got some media coverage to be the highest college in the country for student loan indebtedness.
• UND asked for clarification….
• There is a NDUS programmer that runs the programs for submission to US news under different categories. The questions are cohort based on cumulated indebtedness. Into the common data set loan disbursement and loan offers are both reported. The programmers inadvertently put in the loan offers number.
• UND has now put into place corrective measures. Before submissions can be put into surveys, they need to be reviewed internally. They’ve also asked of a review of the programming so that UND can be confident that what they are pulling out of the Common Data Set is the real numbers for the college.

• New agreement came in. Legal counsel for NDUS is reviewing and is involved. They are currently in a stalemate as to whether or not this contract will move forward.

15. GERTA requests – reviewed and moved forward.

Other:
Philip Parnell will be joining NDSCS as the VP for SAC for NDSCS.

March 6th – 9-noon conference call

**2012 Future Meetings**
March 6 – Conference Call
April 3 – Bismarck (planning session)
April 3 – Joint AAC/SAC Meeting (p.m.)
May 1 – Conference Call
June 4 & 5 – Devils Lake
July 3 – Conference Call

August 7 - Bismarck
September 4 – Conference Call
October 2 – Bismarck
November 6 – Conference Call
December 4 – Bismarck