Student Affairs Council Minutes
January 12, 2012
Conference Call

Members Present
Donna Fishbeck, BSC
Paula Berg, DCB
Hal Haynes, DSU
Randy Fixen, LRSC
Ray Gerszewski, MaSU
Dick Jenkins, MiSU
Prakash Mathew, NDSU
Lori Reesor, UND
Glen Schmalz, VCSU
Michel Hillman, NDUS
William Woodworth, NDSA

Others Present
Jane Vangsness Frisch, NDUS
Melissa Johnson, NDSCS
Ericka Wentz, NDUS

Hillman called the meeting to order at 1 p.m.

There were no additions or corrections to the draft minutes from the December 8, 2011 minutes. The minutes, were by consensus, approved as presented.

Updates

NDUS Office - Hillman gave an update on two new staff members in the ND University System Office: Nathan Stratton replaced Peggy Wipf as Director of Financial Aid, and John Irby replaced Debra Anderson on a part-time basis as a Public Affairs Consultant.

AAC – The AAC met by conference call last Tuesday.

State Board of Higher Education – The Board president and the Chancellor’s cabinet met to discuss the budget, funding, and maximizing efficiencies. The Board’s position is to keep the same compensation plan as the state recommended policy for executive branch agencies. The edited efficiencies document will be proposed at the legislative and board meetings.

Cabinet – Had a meeting with the board president on efficiencies with 2013-15 budget requests. Edits to the “Maximizing Efficiencies” document will be presented and discussed next week at the interim higher education meeting and the SBHE meeting next week. Campus concerns have been raised regarding the process, and may result in further adjustments to the budget process. Reesor indicated that she attended the Cabinet meeting for President Kelley, she raised concerns about the campus and security issues. There was presentation from the state library on the Tutor.com system. Tutor.com is accessible for any North Dakota resident, it is open to post-secondary education, but is geared more toward the K-12 system. Remedial education students may benefit.
**Interim Legislative Committee** – The agenda for the Interim Legislative Committee meeting was forwarded to the SAC last week. There will be presentation on performance funding. Performance funding formula and timeline is still being decided on.

**NDHECSAP Update** - Vangsness Frisch explained one of the current projects, “Parents LEAD,” which was informally awarded a $16,000 grant to host a ‘train the trainer’ event entitled “The Power of Parents” in April. The Parents LEAD initiative is moving forward and materials from it will be used in the Summer and Fall orientation sessions. Vangsness Frisch also told the Council that she is working on campus visits, which will involve preparing campuses for biennial reviews and e-CHUG effectiveness. Campuses have the option to include legislators in visits. Campus visits is a proactive approach and Vangsness Frisch said that she hopes to see all campuses by the end of February. She also stated that the late night NDPIP events have been met with success. Mid-point evaluations will be out in the middle of February. She told the Council that she recommends a task force be formed to examine tobacco-free policies at NDUS Universities. The NDSA is supportive of moving forward with tobacco-free policies. Many campuses have expressed support as well, and many have already adopted such policies. At this point, no concerns were raised to move forward with assembling a task force. Mathew made a motion; second: Reesor, no opposition voiced.

**NDSA Update** – Woodworth stated that there was not a lot to report since there was no meeting over the holiday break. The next meeting is scheduled for January 20-21 at NDSCS. Grant Shaft, SBHE, Dr. Kristin Dietrich, SBHE, and Randall Thursby, NDUS, are scheduled to attend. Topics of the meeting will include student fees and ensuring that they remain limited to no more than 1% of tuition.

**NDUS Policy and Procedures**—
An updated draft of policy 402.1 was provided to the council. This version went to the cabinet and Academic Affairs Council last week, the AAC recommended an English PLAN subtest score of 18. Other edits will be forthcoming from the legal counsel, the PLAN scores are only used until students take the ACT test.

Tuition waivers for employees were discussed and the recommendation was made to remove the exemption of DCE classes for waivers. Hillman stated that they are examining the possibility of a shared responsibility between the campus, the employee, and the deliverer of the class. Hillman recommends moving ahead with a task force to look at this issue further and asked that anyone interested in serving on the task force contact him.

**Future State-Wide Professional Development Conference** – Vangsness Frisch stated that a small planning committee met over the phone and decided that the best time to host a conference is the week after Spring semester finals. The tentative date for the 2012 conference is May 16-17 in Bismarck. Once the date is chosen, she will send out a “save-the-date” email. It is hoped that the date will be solidified prior to the February meeting, pending funding.
Student Health Insurance Process for 2012—A task force has been formed, will meet weekly and will be chaired by Michelle Eslinger. A timeline and roster of those included on this committee will be placed on the agenda for the February meeting.

Maximizing Result Through Efficiencies—Revisions to the document were discussed. Revisions were made from feedback provided by campuses and other stakeholders, it will be discussed at the January SBHE meeting.. A new version of the document will be shared with the Council when it becomes available.

Board Budget Initiatives—Hillman indicated that Vangsness Frisch has drafted both a Campus Lab (formerly Student Voice) and e-CHUG/e-TOKE proposal. The Mental Health Initiative is in the process of being re-shaped. Once the “Maximizing Efficiencies” document/process is determined the proposal will be finalized or reformulated and shared with council.

Disabled Students Contingency Fund—Gerszewski stated that requests have been made to help support disabled students. Funds haven’t been depleted as most requests have been for hearing impaired students. A request was made for the purchase of technology that could help all students and subsequently $112,000 was approved. Gerszewski was not sure if more funds would be available; however he said that he found out the $150,000 would be there along with $45,000 carryover. The proposal would change the focus from extraordinary needs to more of operational needs. Fixen suggested that DSC be included in the process of how to use the funds since they have a high level of expertise in the area. A motion was made by to retain and report in SAC and expand membership to include three DSC members. Mathew made a motion; Gerszewski second. Motion passed unanimously.

State Diversity Council – Haynes stated that the second meeting was held on 1/11/12. Haynes reported that the Council is recommending the formation of a committee to look at 302.4 policy Related to campus diversity council. It is felt that this policy is outdated. The sub-committee will be chaired by a Tony Trimarco from UND, four others will serve on this sub-committee. What this would mean is that campuses would not be expected to complete an annual report this year. Concerns were raised that the Committee would not meet often enough, so it was suggested that they adopt the SAC model and meet monthly in order to fulfill their mission. NDUS Diversity Council expressed interest in becoming a part of the statewide professional conference (Retention Summit). There was discussion on how they might be involved. Haynes indicated that he will report back to the Diversity Council that the Retention Summit Planning Committee would welcome their membership and advisement on future session/conference topics.

Future Meetings
The next meeting will be February 9 via conference call.

Joint meeting
April 3 a joint meeting with academic affairs council will be held. SAC planning session will be held on April 4.

Meeting was adjourned at 3:14 p.m.