Student Affairs Council Minutes  
March 10, 2011  
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  
Jan Solem, WSC  
Glen Schmalz, VCSU  
Michel Hillman, NDUS

Others Present
Rod Hair, MiSU  
Jenny Marboe, NDSA  
Melissa Johnson, NDSCS  
Vincent Plummer, NDSCS  
Lisa Hauck, NDSU  
Rebecca Duben-Kalash, NDUS  
Jane Vangsness Frisch, NDUS  
Michelle Eslinger, UND  
Alice Hoffert, UND

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

Additional Agenda Items:
• NDSA Report  
• Sexual Assault Prevention Grant

International Student Health Insurance – Hauck

It was moved by Gerszewski, seconded by Solem, to use the combination of Option 2 and 3 for the payment of health insurance premiums. The compromise is that with both Options 2 and 3 the payment must be made to the campus by the sixth week of enrollment. The only difference between the two options is that each campus will be allowed to decide themselves how that payment is to be made by the sixth week. In the case were some students may not be able to make the payment by the sixth week, campuses might opt to prepay for the student; this would be Option 3. Or some campuses might take a sterner approach and require the payment from the student with a consequence of cancelling their enrollment if not paid by the sixth week; this would be Option 2.

Sexual Assault Prevention Grant – Rod Hair

Hair recommended to the council that they postpone applying for this grant for one year. He said that after reviewing minimum requirements of the grant and with the possibility of having all eleven campuses participate, he would like to have a higher level of assurance that all campuses are totally in compliance with the requirements of this grant. These requirements can be summarized as follows: 1) Campuses must create a coordinated community response to violence against women on campus. 2) Campuses must establish mandatory prevention and education programs about sexual assault, domestic violence, dating violence and stalking for all incoming students. 3) Campuses must train all law enforcement to respond to sexual assault, domestic

SAC, March 10, 2011
violence, dating violence and stalking. 4) Campuses must establish or strengthen existing programs to train all members of campus disciplinary boards to respond effectively to charges of sexual assault, domestic violence, dating violence and stalking.

It was moved by Fischbeck, seconded by Gerszewski to recommend conducting a needs assessment of the overall system in relationship to these minimum requirements and compliance with the Clery laws. It was also recommended to form a consortium of the university system to further explore campus policies and procedures relating to this issue. Council members were asked to submit names for consortium members by the next council meeting.

The updates for academic affairs, cabinet, board and legislative were postponed to the next meeting.

CIO Update – Pytlik
Pytlik said that there is an immunization field (aka MMR field) in Campus Solutions but there are not consistent rule and procedures on how it gets populated. He said that no one can rely on the information being consistent. Hillman said we now have the technology in place to track the MMR field but we have different practices in place on campuses on documenting how the fields are populated. Therefore, as students transfer from campus to campus the different campus practices make it difficult for us to know, understand and trust the information that is in the field. He said that part of what the chancellor asked us to do is to make this part of student transfer as seamless at possible. Ultimately, it might result in common data elements in the draft data element dictionary. It might also define how data is put in field. Hillman said that the other issue that came out in the discussion is that some campuses are connected with the Department of Human Services online system and use that as a way to track students. He said that not every campus is connected to that system. Hillman said we need to look at how we want to use this field and populating this field and the documentation that goes along with that so when a student goes between campuses, they don’t need to resubmit data, that we can trust data in field by another campus.

It was the consensus of the council to ask the campus community functional users group to look at the population of the immunization fields so that it would meet requirements of each campus and so that it would support seamless student transfer between system campuses. One concept that was discussed was entering the campus initials on the record in the comment field so that if campuses had any questions or follow-up on details they would know where to start. The functional users group may want to look at the interface with THOR to make sure that the functionality of the interfaces is maximized.

NDHECSAP Update – Vangsness Frisch
Vangsness Frisch said that the ND Core Drug and Alcohol Survey is back. Every campus should have a summary of the data. The overall the results are good news. She said that the trends are moving in the right direction as far as student use. Vangsness Frisch will be presenting this information at the May board meeting along with NDSA meeting in March.

Vangsness Frisch discussed legislation pertaining to alcohol and drug prevention. She has been asked to be involved in a partnership with the ND Department of Transportation (DOT) on a campaign called the Parents LEAD. This was an initiative that started in 2006 by DOT to
encourage parents to talk to their kids about alcohol and other drugs. The DOT came to her with ideas of overhauling the campaign and making it more specific. This is going to be fully funded by DOT.

**Meningococcal College Requirement**
Hillman said that the meningococcal college requirement will be an important discussion item. The council will discuss this item at the April 7 planning session and will invite the Health Department to join the discussion.

**Criminal History Background Check – Berg**
DCB is interested in requiring criminal history background checks for housing applicants. Berg said that they are looking at starting them in Fall 2011. She said that after discussion with legal counsel, campuses are allowed to do them.

**NDSA Report – Marboe**
Marboe went through legislation that NDSA is tracking. She said that NDSA’s next meeting is at BSC on March 25 and 26. Elections will be held during this time for next year’s officers. The last meeting will be in April at VCSU.

**2011 NDUS Retention Summit**
Hillman said that we are moving ahead with the retention summit. It will be held on May 19 and 20 at BSC. Aimee Copas, Julie Schepp’s replacement, will be taking the lead for planning the summit. He said that part of the conference will be a workshop effort involving the board plan focus on retention. Each campus will have an opportunity to talk about their retention statistics, strategies, and plans.