Student Affairs Council Minutes
May 12, 2011
Conference Call

Members Present
Prakash Matthew, NDSU
Randy Fixen, LRSC
Ray Gerszewski, MaSU
Hal Haynes, DSU
Lori Reesor, UND
Jan Solem, WSC
Donna Fishbeck, BSC
Glen Schmalz, VCSU
Melissa Johnson, NDSCS
Michel Hillman, NDUS
Dick Jenkins, MiSU
Paula Berg, DCB
Olivia Spencer, NDSA

Others Present
Rebecca Duben-Kalash, NDUS
Aimee Copas, NDUS
Jane Vangsness Frisch, NDUS
Randal Thursby, NDUS

Hillman called the meeting to order at 1:00 p.m.

NDSA Report
Olivia Spencer introduced and gave a brief background on herself. Spencer said that the NDSA will be having their next meeting in September. There last meeting was canceled in Valley City due to flooding. In regards to student retention, NDSA did draft a resolution supporting the transfer student survey as well as getting people on alcohol consortium committee. She said that there are no representatives on that committee yet. Spencer said that she would be attending the Retention Summit in May and the June SAC Retreat.

Additions
- Immunization Policy

The SAC April minutes will be reviewed at the June meeting.

Updates:
NDHECSAP update
Vangsness Frisch reported on the Parents LEAD (Listen, Education, Ask, Discuss) program. She shared the final products with the council. The Parents LEAD “rack cards” are available to all ND College Campuses. She said the cards are available to campuses free of charge. The PLEAD activities are being FULLY funded by the NDDOT. Some campuses will be sharing these ‘rack cards’ with parents at new student orientation/registration.

Vangsness Frisch said that these ‘rack cards’ can be used alone or can be used in conjunction with the Parents LEAD video “Parents Matter: Talking with your college student about alcohol use.” Campuses are incorporating this video into prevention efforts in various ways, but some will be sharing with parents at new student orientation/registration.
The NDHESCAP will be meeting face to face before the Retention Summit. The consortium will be updating its strategic plan and set aside time for late night and prevention event experience sharing. The consortium discussed holding additional training for the CHOICES program. Vangsness Frisch proposed hosting a one day drive in training to help campuses implement and train their professional staff on how to deliver the Choices program. She said the feedback from the campuses is that it is hard to implement, especially on smaller campuses. Training will be held in July. The annual Consortium report will be given at the June Board meeting.

CIO Update
Thursby said that there have been some issues with the email system to the point of the slowdown of email by 40 minutes. He said that they are monitoring the problem and concerned about it being the end of the semester and students being able to communicate and getting their information in. Thursby said that they have been in discussions back in forth with Microsoft about that issue.

Thursby said that there continues to be issues with multiple email addresses overriding one another. He said that this is affecting staff members who are taking courses as a student or are also teaching at another institution. There email address is being overridden as a student and is effecting their ability of getting access for services at work. He doesn’t know the outcome at this time but may have to move to a single domain for all staff, particularly faculty and staff email.

Gainful Employment
Fixen said that in the law, the gainful employment provisions apply to certain programs of study that are Title IV eligible because they lead to gainful employment in a recognized occupation. In order to be eligible for funding under the Title IV programs, an educational program must lead to a degree (associate, bachelor’s, graduate, or professional) or prepare students for “gainful employment in a recognized occupation.” In addition, virtually all programs – degree and non-degree- offered by proprietary institutions must prepare students for “gainful employment in a recognized occupation.” This will go into effect July 1 and is retroactive to 2006-2007. Fixen asked Thursby if this data could be retrieved off of the data systems for this report. Thursby said he doesn’t know any way that this can be done short of taping into data from other agencies. Charles Fjeld sent out email with six basic questions relating to gainful employment to see where campuses are. Thursby said he would follow up with his staff to find out where they are in this issue and he will also talk to Peggy Wipf. Thursby said he will send something to Hillman on what he finds out.

Immunization; TB Testing Policy
It was moved by Reesor, seconded by Mathew to recommend the edits to Policy 506.1 which add a meningococcal immunization requirement. The recommendations are based on Pat’s suggested wording, but add the agreed upon Fall 2012 implementation date. The council also recommended that details related to the recommended two immunization doses or one in the last five years, and, ConnectND immunization tracking issues be addressed in system procedures which would follow adoption of the policy change.
All campuses and NDSA supported the development of a system meningococcal immunization requirement, however, a majority of the council (seven campuses and NDSA) actually supported
the immunization requirement for all students not just students residing on campus as in the final recommendation. The council recommended that the policy be adopted on first reading in June. Campuses are printing 2 year catalogs this summer and want to include it in the catalog. The motion carried unanimously.

Academic Affairs, Cabinet, Board and Legislative
Hillman said that the Board had its business meeting and planning session on Monday and Tuesday. All the presidents were in attendance. The board did review its plan. The main part of the discussion was on the planning process and how we move ahead with a new finance plan that meets the new legislative criteria. The new finance plan prohibits us to use a peer institution approach. From the planning discussion, the three principles of a new finance plan would be 1) based on a tier model, 2) cost to continue component based on campuses required to meet state needs and 3) importance of developing shared commitment through the plan to a strong higher education system in ND.

Hillman said that he did forward the topics that the legislative interim committee will be studying in interim. The council can discuss suggested approaches to the interim discussion during the SAC Retreat.

Disabled Student Services Contingency Fund Committee
It was moved by Gerszewski, seconded by Mathew to recommend allocating $102,500 total for adaptive technology needs at the campuses. This will be prorated by the size of the campus. The Disabled Student Services Contingency Fund Committee has been working on developing what campuses can purchase with these funds. Gerszewski said that there may also be a secondary recommendation to use the remaining $47,000 or portion thereof for training needs. He said that these funds would need to be spent by the end of June or current fiscal year. The motion carried unanimously.

2011 NDUS Student Retention Summit
Aimee Copas joined the council to give an update on the Retention Summit. She said that the planning committee is working hard to ensure proper execution of the event. The venue will hold up to 150 people. To date there are 130 registrants. BSC has said if we go over 150 limit they would open up another room and video in keynote address. Copas thanked individuals for their help in putting together the campus panel teams and speakers. She reminded the council that this summit will only be as good as what we do with the information when it isover. Council members can have an impact by encouraging summit attendees to implement strategies that were learned. This will impact student retention and ultimately the goal of getting to graduation. Hillman said that he would like a report to be given at the June board meeting on the retention summit and outcomes and recommendations that came from it.

Future Meetings
The SAC Retreat will be held in Wahpeton on June 8 and 9. The meeting will start at 4 p.m. on June 8 and wrap up early afternoon on June 9. There will be a box lunch on June 9. Additional information will be sent out shortly.

The council suggested the following items for the June retreat:
• Future Statewide Professional Development Conference Plans
• Follow-Up on Legislative Issues
• Interim Studies
• Retention Summit Report
• New Board Finance Plan
  o How Student Affairs Impacts on Board Finance Plan Involvement
• Minutes
  o April and May
• State Plan for Accountability Reporting

The council adjourned at 3:00 p.m.