Student Affairs Council Minutes  
October 13, 2011  
Conference Call

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

Others Present
Rebecca Duben-Kalash, NDUS  
Melissa Johnson, NDSCS  
Lisa Johnson, NDUS  
Jane Vangsness Frisch, NDUS  
Tom Leno, BSC

Add/Changes
- Student Fees Website Update – Reesor
- State Board of Higher Education Efficiencies Budget Request – Hillman
- Johnson asked to move the articulation and transfer update to the December face-to-face meeting.

There were no corrections to the draft minutes from the September 8, 2011 SAC meeting. The minutes were, by consensus, approved as presented.

Updates:
Academic Affairs, Cabinet, Board and Interim Legislative Committee
Hillman said that the interim legislative committee will be meeting on November 3 & 4 in Bismarck. There are a number of items to be discussed.

The board met in Dickinson in September. There were a couple of items that the board pulled off the agenda for further discussion. These items were 1) program fee policy and 2) policy defining what is included in the calculation of the $250,000 requirement for approval of projects. The board president did announce an interest in the 2013 budget request and did announce the search committee for the chancellor search process. The chief consultant is Jim McCormick from AGB.

AAC had a face to face meeting last week. Orientation was held after the meeting for new members. Hillman asked if orientation for new SAC members would be important.

Hillman said that a message went out on performance funding to the chancellor’s cabinet. He asked Duben-Kalash to forward this message to the council members.
NDHECSAP Report
Vangsness Frisch discussed the Office of National Drug Control Policy (ONDCP) and U.S. Department of Education joint letter. She said that she did forward the letter to the council. She said that with the current administration, there will likely be some funding coming that will be related to healthy colleges. Vangsness Frisch said that she will be working with Cathleen Ruch, the NDUS grant writer. She said the grant competition will be coming out mid-February and the deadline will be around April 30. She said that this grant will be looked at as a statewide consortium. With this grant, the monitoring of EDGAR Part 86 will be increased.

The Higher Education Consortium will be meeting face to face in Bismarck in November. At that meeting, the consortium will be discussing where we are at as a state related to tobacco free campuses. The consortium is looking at putting a workgroup together and making a recommendation to make the state campuses tobacco free.

Vangsness Frisch said that some campuses have been contacted in relation to speakers being offered by alcohol industries. She said that a few consortium members have asked what our stance is on this. She said that this issue will be discussed during the November consortium meeting. Vangsness Frisch said that she would also like to put this on the December SAC agenda and discuss how campuses have dealt with this thus far.

Vangsness Frisch said that Parents LEAD has launched and encouraged council members, parents, etc. to go to www.parentlead.org.

North Dakota Disability Services Council Annual Report
The report was distributed with the meeting materials as an FYI. Gerszewski suggested providing a summary on how each of the campuses used the $110,000 that was allocated among them. Hillman said that he would work with Glatt on sending out something to the campuses asking them for follow-up on the money that was allocated to them.

Student Fees Website Update
Reesor said that there recently was a meeting in Fargo to discuss the student fees website. She said she sent a link for the prototype out to the listserv. Reesor said that we are trying to follow SB 2351 which says that mandatory fees for optional purposes or services must be published. The group is planning to do a demo at the November interim meeting. The Web site will be finalized and go live in December.

Policy 440: Enrollment Reporting and Procedure 513: Complaints to the North Dakota University System Office
Johnson reviewed the suggested edits from AAC and SAC members for draft Policy 440 and new Procedure 513. The draft policy and new procedure will be on the next AAC and SAC agendas for action. Johnson said that she will be sending out the revised Policy 440 and new Procedure 513 in advance to the registrars, AAC and SAC listservs.

Future State-Wide Professional Development Conference
Vangsness Frisch said that they had fairly good response to the conference survey. Copas and/or Vangsness Frisch will be putting together a synopsis from the results of the survey and share
with the council prior to the November meeting. She said that next steps will be discussed at the November council meeting. Hillman said we also need to start looking and finalizing dates for the next conference at the next meeting.

**Student Health Insurance Process 2012**
Michelle Eslinger will be chairing the 2012 Student Health Insurance group. Hillman said that the council recommendation will be used to proceed with the rebidding of the student health insurance at the November Budget, Audit and Finance Committee meeting. Robert Vallie, SBHE member, expressed some interest to be on the group. It was suggested by the council to have NDSA representation. Reesor volunteered their Interim Graduate Dean, Wayne Swisher, to be on the group.

**State Board of Higher Education Efficiencies Budget Request** – Hillman
Hillman said that we need to start thinking of efficiencies in support of student success. He asked the council what else in student affairs can and should we be doing at the system level to support student success. Vangsness Frisch talked about a few efficiencies in her area, Electronic Checkup to Go, e-TOKE and Student Voice. Hillman said another initiative in the student affairs area is mental health.

Hillman said he would like each initiative put in a 3 – 4 sentence paragraph that focuses on efficiencies supporting student success. He asked the council to provide their efficiencies by October 20 and that they share these efficiencies on the council listserv.

Hillman said the council will discuss how often they want to meet and in what format they want to meet in on the April planning session agenda.

**Addressing Changes in NW ND**
Hillman said that the chancellor has asked him to address this issue in academic affairs but he feels it is valid in student affairs also. Hillman asked the council if there are things we can be doing to provide additional support for Williston in particular along with the whole oil patch challenge. He asked what we can be doing to support student success that we are not doing in support of that particular booming development in the oil patch. Solem said that anytime the system can help us provide resources for areas that cannot meet the needs is very helpful. Another issue we continue to face is turn around in employees. WSC is having a hard time competing with salaries and wages in the oil field.

**Department of Defense MOU**
Gerszewski said that each campus that has students receiving tuition assistance through military is required to have a MOU with the various military branches. He said there has been some concern at various levels that the requirements are becoming very stringent and complicated for campuses to comply. The registrars group has been looking at this most extensively. Gerszewski said that he wanted to put this on the agenda so that others campuses are aware of this. He suggested campuses talk to their registrar. Hillman asked if Rhonda Schauer should be doing something in this area. He said that he would have Schauer give Gerszewski and Solem a call.
**Announcement**
Hillman talked about the new free online tutoring service called Tutor.com available to all North Dakota residents through the state library. He said that this is a tremendous free resource available to students. He is currently looking at the similarities and differences between smarthinking.com and tutor.com.

**NDSA Report**
Spencer said the main item of discussion was student health insurance. NDSA is looking at getting a new Web site. This should be up and running in the next couple months. NDSU had brought forth information in regards to insurance and how they would like to see a better option for students. Currently, there is a resolution on the table. The next NDSA meeting will be at NDSU in two weeks.

The meeting adjourned at 11:45 a.m.