Student Affairs Council Minutes  
January 14, 2010  
Conference Call

Members Present
Donna Fishbeck, BSC  
Paula Berg, DCB  
Hal Haynes, DSU  
Randy Fixen, LRSC  
Ray Gerszewski, MaSU  
Richard Jenkins, MiSU  
Georgia Pullen, NDSCS  
Robert Boyd, UND  
Glen Schmaltz, VCSU  
Jan Solem WSC  
Jenny Marboe, NDSA  
Michel Hillman, NDUS

Others Present
Kate Hagen, NDSU  
Janna Stoskopf, NDSU  
Kristi Wold-McCormick  
Rebecca Duben-Kalash, NDUS  
Patrick Seaworth, NDUS  
Randall Thursby, NDUS  
Jane Vangsness, NDUS  
Cynthia Wagner Goulet, NDUS

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

The December 10, 2009 council minutes were approved with amended changes. The vote was unanimous.

Updates:
Hillman said that there is an Interim Higher Education Meeting on January 19 and 20 in Bismarck. The focus will be on the universities, both research and regional. The agenda for the 19th is set up for the six system university presidents to discuss issues. This will be an open panel discussion. Issues include tuition waivers, the finance plan and student success. Hillman said that the second day is system office presentations in response to committee members requests information.

The board will be meeting on January 21 in Grand Forks. It was originally scheduled as a conference call but was changed to a face-to-face meeting. Hillman said that there is expected to be an update on the Fighting Sioux issue. The other items on the agenda are proforma items. Hillman said that the budget request is not schedule until the April meeting.

Hillman said that the cabinet met via IVN on January 6. There was discussion on the budget requests. He said that as we move ahead, there will be consolidation of those requests; however, all the requests will be seen by the board. Hillman said that there was not much discussion on academic or student affairs related issues.

Academic Affairs Council met on January 5 via conference call. Hillman said the agenda was mostly routine items. Lisa Johnson is working on a military matrix that AAC has asked to be
provided to SAC. Hillman said that for the February 11 SAC meeting, Johnson will connect and provide a brief explanation of what AAC is working on for the military matrix. He said that he is working with AAC on some comments that were made in a Commission on Education Improvement Committee regarding dual credit. The comments indicated that there are a significant number of students who earned dual credit in high school; however, when they show up as freshman in college they are being placed in remedial courses in those same disciplines. Hillman said that ten of the eleven campuses have reported that there is only one student identified as earning college credit in a discipline and as a freshman being placed in a remedial course in that discipline. He said that he is still waiting to clarify information from that eleventh campus.

Haynes said that there is an excellent read from the ACPA About Campus publication addressing the positive purposes of remediation in higher education. He said that he would send it out electronically on the listserv, if possible. Boyd said that in that same magazine there is an excellent article on disability services. Hillman asked that Boyd send this out to the council on the listserv.

**NDHECSAP**

Vangsness said the NDHECSAP met this morning via IVN. She said that there was good discussion on the ND Partners in Prevention Grant. This grant will fund the hosting of late night programming on all eleven campuses in addition to Jamestown College. It will also provide funding to have BASICS training come in to the state of North Dakota. The training should be available late June or July. Two people from every campus will be trained but it is not exclusive to two people. She said that more attendees are welcome. Vangsness said that once she gets the information for the training, she will share it with the council and the consortium members on the campuses. She said that the chancellor has given his approval to move forward to hire a graduate assistant to assist with the grant.

Vlangsness said that North Dakota Prairie Public radio received funding to do a large scale project to raise awareness on substance abuse in North Dakota. The project is called High Risk High. She said you can go to [www.highriskhigh.org](http://www.highriskhigh.org) to read more about it.

**NDSA Report**

Marboe reported that there has been no meeting since the last SAC meeting. The next NDSA meeting will be held in Grand Forks on Feb 22 and 23. This meeting will cover the upcoming elections for next year’s officers. Hillman said that when Kevin Black, Ken Story and Marboe can come in to the office to discuss report cards and the fees issue to let him know. Marboe said that she is in the process of trying to contact the other two.

**Plan for 2010 Professional Development Workshop**

Fishbeck asked the council for feedback on the workshop “save the date” that was distributed prior to the meeting. She asked the council members to send these out by the end of January. She said that she is relying on the council members to promote this on their campus. Fishbeck said that the registration and materials will be sent out to this group to forward on at the beginning of March. The council could promote the workshop in March, April and the beginning of May. The council reviewed the estimated budget, agenda and program. Fishbeck
asked if SAC was going to meet prior to the conference on the first day. Hillman said to leave the morning open for now. Hillman asked if it would be appropriate to invite board members, provosts, presidents, legislators, etc. Council members felt that this was a good idea to invite others. Hillman asked if the chancellor should be invited to welcome the group. Fishbeck said yes.

**Voluntary System of Accountability**

Hillman gave a summary on the Voluntary System of Accountability (VSA). He said that a number of campuses throughout the nation have embraced it and were at the meeting in Virginia. This is a voluntary system. He said that the key aspect of all of this is student learning. Gerszewski said that MaSU just signed on to VSA. He said that one of the reasons their campus did it was for accreditation.

**Council Advisory Role in the System Academic Approval Process**

Hillman said that this issue was discussed in the chancellor’s cabinet. He said that the system will be moving ahead with a procedure that describes the senior councils’ and the other councils’ roles in the system approval process. As this moves ahead, Hillman said that this will not change the day to day operations of AAC and SAC.

**NDUS/Tribal College Collaboration Form**

HB 1566 requires the chancellor to report on his efforts to build relationships and improve relationships with tribal colleges. A form was created so that campuses could report their collaborations with tribal colleges.

**Council Retreat Suggestions**

*It was moved* by Fixen, seconded by Boyd, to go to Medora in 2010 and Totten Trail Inn in 2011 for the SAC retreat.

**CIO report**

Thursby said that his office is working in conjunction with all of the campuses to move the system towards a consistent active electronic directory. He said that the login information will be able to pass across campuses so that people don’t have to have multiple login credentials to get into the systems, whether those are connecting to the library, getting into email or learning management systems. Thursby said that this will benefit faculty and staff as well as students. The active directory is well under way. The test servers are almost ready. A production version will be available this summer for the first campuses that want to move over. Four campuses are already using active directory. BSC will be one of the first institutions to house the systemwide production of the services.

Thursby said that the unified communication activity has been kicked off. This is a consistent email, calendar and communications infrastructure for the university system. This will be worked on throughout the spring in terms of defining the requirements.

Solem asked if the system started thinking about the statewide contract on SmartThinking. Thursby said that this was one of the budget initiatives related to student success. Hillman said that we have three to five campuses that are already using SmartThinking. The system is looking
at consolidating all the current hours in SmartThinking which would allow us to negotiate a lower per hour rate than any campus currently has, increasing the number of hours to accommodate a broader range of students, and making that part of a package that would include online support, i.e., MyLabs.

**Policy 512: Student Drivers**

Wagner Goulet said that the policy that she submitted to the council a month ago has been circulated and there has been lots of discussion on it. She said that none of the discussion has caused her to conclude that she needs to redraft any part of the proposed policy. She feels that it does fairly reflect the current applicable laws to the situation. State Fleet, which is a division of the Department of Transportation, is in the process of revising its state fleet manual. It should be done in two weeks or so. The current laws would not provide insurance coverage to vehicles which are owned by the state and driven by students in connection with a program of instruction.

Boyd said that he was informed that there was drinking going on at the last NDSA meeting when they were not in formal session. State vehicles were being used to go to the bar and to go and pick up alcohol. Alcohol was being consumed by people of age and those who were not of age. Boyd said that they are doing what they can on their campus to clarify if any of their students were involved. He said that this is a whole other issue that students are using vehicles without any supervision from a staff member from a campus.

Fixen asked about the shuttle service that LRSC provides to students. He said that the shuttle service is sponsored by the Student Government and transports students to events that are off campus, usually to the movie theater or bowling alley. Wagner Goulet said that if a campus employee’s job description states that they are to transport students to and from these events then the employee should be covered while driving that state owned vehicle. She said that these employees would have to meet certain qualifications to drive these state owned vehicles. Wagner Goulet said that she would follow-up with Fixen on this topic.

Hillman asked Wagner Goulet if review of this topic and the proposed policy has led her or Seaworth to consider changes to state law. Wagner Goulet said it would be appropriate to seek coverage for vehicles that are driven by students in instructional programs. Hillman asked council members if they would be opposed to changing the law to include coverage for vehicles that are driven by students in instructional programs. The council members were not opposed to this law change.

**Student Photos in PeopleSoft**

Seaworth said that UND has an internal policy that restricts the distribution of student photos which is in conflict with board policy. He said there are concerns due to privacy issues involving students and concerns about identity theft regarding the current board policy and the system definition of directory information that includes student photos. He said the topic of discussion is whether there should be a proposed change to the definition of student directory information and exclude student photos. Boyd said that the student section will more than likely not be printed but information will be available electronically.
Berg said that in PeopleSoft there is a feature where you can take your student id photos and upload them into ConnectND. The people who can view the photos are the student’s teachers and advisor and people who have security in the student records office. She said the concern became that since these photos are in ConnectND, does that make them available as public directory information. Some campuses would like to have student photos restricted and only available to certain people. Campus security can use the student photos to identify a particular person they are looking for.

Wald McCormick said that there are a few institutions that have uploaded their photos into the PeopleSoft Oracle System. Nine of the eleven registrars recently voted to support a proposal to keep photographic, video or electronic images of students taken and maintained by the institution in directory information but add a parenthetical statement excluding student id photos. She said that by having that exclusion statement added to the directory information, the registrars felt this would give us another layer of protection. Wald McCormick asked were this recommendation would go next. Hillman said it would need to go to SAC and AAC. Seaworth said that if student id photos are not included in directory information, they would be confidential under FERPA and the disclosure would be restricted by FERPA but FERPA permits access to confidential student records on a need to know basis, i.e., instructors, advisors and proctors.

Wald McCormick will type up the registrars recommendation and Prakash will present it at the next meeting.

**Development of Learning Communities**
Fixen said that they will be working learning communities in to their next TRIO grant.

**Announcements**
Gerszewski reminded council members to submit their contingency funding requests for students with disabilities to Lillian Eslinga.

Fixen said that LRSC went tobacco free as of this Monday.

**Future Meetings**
The next meeting weather permitting will be a face-to-face in Bismarck on February 11.

The council adjourned at 3:30 p.m.