Student Affairs Council Minutes  
August 13, 2009  
Conference Call

Members Present
Donna Fishbeck, BSC  
Paula Berg, DCB  
Ray Gerszewski, MaSU  
Richard Jenkins, MiSU  
Prakash Mathew, NDSU  

Robert Boyd, UND  
Glen Schmaltz, VCSU  
Michel Hillman, NDUS  
Jenny Marboe, NDSA

Others Present
Rebecca Duben-Kalash, NDUS  
Erin Klingenberg, VCSU  
Lillian Elsinga, UND

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

Hillman said that the new SAC representative from LRSC is Randy Fixen and the WSC representative is Jan Solem.

Additions to the agenda are as follows:
• Non Returning Student Survey (Measure EE7)

There were no corrections or additions to the draft minutes from the May 18 and June 10 and 11, 2009, council meetings. The minutes were, by consensus, approved as presented.

Updates:
Legislative – Hillman said that there was an interim committee meeting held in Bismarck on June 17. He said that about half of the committee members are new. The office was given an opportunity to update the committee and summarize the previous interim committee discussions. The board planning process was also discussed. Hillman said that the draft minutes are available and have been distributed to the listserv. The committee’s next meeting will be August 20 at NDSCS. The focus of that meeting will be community college issues. All five community college presidents plan on attending and making presentations. Hillman said that it is not clear if the committee will adopt the previous committee’s goals and direction or come up with their own.

Board – Hillman said that the board had its retreat at the end of July in Bismarck. The meeting was facilitated by consultant Bill Weary. Hillman said that he had sent out some background information on the listserv from the retreat. He said that some of the board members were interviewed after the meeting and the stories were picked up by the press. Hillman said that one of the issues that was discussed throughout the retreat was remediation, with the overall intent to have students coming to college better prepared. He said that a large number of comments were made on how the system can be collectively working towards common goals more efficiently.
and effectively, i.e., having a common directory so that students would be able to move from campus to campus with one login. Hillman said that he didn’t have the details to discuss from the Board retreat but the topics in terms of general direction were covered at the meeting.

Cabinet – The Cabinet retreat was held at the end of June. Hillman said that most of the presidents labeled the meeting as a frank and open discussion which was viewed as productive and healthy. The consultant that facilitated the Board retreat, Bill Weary, had put together a two page planning document for the cabinet to consider. The cabinet recommended that the document was not ready to share with the board. That recommendation helped to shape the Board retreat into being more focused and productive. Hillman said that the theme that came out of the retreat was full support for system approaches to issues but recognizing that each campus has to have its own identity.

AAC – The council met on August 4 in Bismarck. Hillman said that a significant amount of time was spent on academic requests. He said that Randall Thursby did connect via speaker phone and talked about collaborative projects on technology. Hillman said that Thursby will be proposing some ways that faculty, for example, can collaborate using common technology platforms to put courses together that can be shared among the campuses. He said that AAC is making progress on the seamless issues from the student perspective. Hillman said there was also discussion about the electronic application, moving ahead with the common directory that was mentioned earlier, issues with bandwidth at DSU, query training for ConnectND and the employee id being extended to high school students and perhaps workforce training participants. He said that there will be a process coming from the faculty grass roots effort on general education being hosted at MiSU on September 18. Invitations will be going out to each campus shortly.

Consortium Director Search
Klingenberg reported that the draft for the position description has been done and is waiting for approval. She said that a couple suggestions have been made on where to post the position. Hillman said that UND is responsible for the position announcement and anything budget related since the budget is at UND. He said the chancellor is willing to be flexible with the position location of the new person. Hillman said a decision will be made after someone is hired where the budget will be located. He thanked Boyd for UND’s help with housing and position reviews. Matthew asked who the new person will report to and if this was on the position description. Klingenberg said it wasn’t but it could be added. Hillman said that since Walton was housed on the UND campus, she reported to both UND and the system office. Gerszewski asked if it would be unreasonable to have the new person continue to work with the system office and the chief student affairs officer at the campus they were housed at. Boyd said he saw himself more as an advocate to Walton. He recommended that the new director continue to report to the system office and if the position is housed on a campus that the student affairs officer continue to play the role of advocate to them. Hillman said that since the new person would report to the system office he would like to get the chancellors approval on the position description and the announcement.

Klingenberg mentioned that people are still needed to serve on the search committee. Hillman asked Klingenberg if he should be a part of the committee and she said yes. Hillman said that he
would get the editorial suggestions to Klingenberg today and visit with her on the next steps to
getting the chancellors approval and getting the process started.

**Mental Health Task Force**

Klingenberg said that the task force did have a meeting on Wednesday. She said that Bill Burns
was going to write something up on the meeting and send it out. The next meeting will be face-
to-face.

**Accountability Reporting: SSI vs. CSSE/NSSE**

Hillman said that currently the campuses are alternating the use of SSI one year with CSSE and
NSSE the following year. It was suggested to just do CSSE and NSSE. Gerszewski said that he
liked both surveys because they provided something different and unique. Berg agreed with
Gerszewski and said that SSI is more student services related where CSSE is more academic; it
is nice to have the mix. It was agreed upon by the council to continue to do both. Hillman said a
draft document is going to the cabinet and board so he will make sure to change the
recommendation on it.

**Non Returning Student Survey (Measure EE7)**

Gerszewski said the Non Returning Student Survey is administered to withdrawing or non
returning students and many campuses use it. He said the most important piece of information
that is taken from this survey is the students’ plans after leaving the campus. Gerszewski said
the main reason that students give for leaving is to attend another college. He said that the
survey doesn’t have a very good response rate and does not tell us much of anything. Because of
this, the Campus Accountability Committee recommended discontinuation of the measure.
Hillman said that AAC has also recommended discontinuing the measure; however, the
chancellor has determined that this is an important topic to policy makers and recommends that
the measure be improved or replaced but not discontinued. Gerszewski said that Julie Schepp
has asked the schools for examples of surveys or processes that they are using with the
withdrawing or non returning students. Hillman said he would ask Schepp to convene a
workgroup after she collects what individual campuses are doing, to share those surveys but also
look at the current survey and try to improve it.

It was moved by Boyd, seconded by Gerszewski to gather information on the survey and either
improve or discontinue it as quickly as an alternative can be found. Motion carried unanimously.
Gerszewski said that he would be interested in being on the group that gathers alternatives for the
survey.

**Plans for 2010 Professional Development Workshop**

Fishbeck offered to have BSC host the conference with the help of colleagues pending there is
not a conflict with anything else on the BSC campus. Hillman suggested Fishbeck come back
with suggested dates in May and topics for the workshop for the next meeting. He recommended
the council use the listserv to share topics.

**Cabinet Discussion of Seamless Transfer**

Hillman said the seamless transfer issues being worked on are 1) immunization, 2) eTranscript
and 3) criminal history. Hillman said that he is working with Randall Thursby to move these
issues forward. Mathew said that these are hot topic issues on a national level. He recommended an article to the council called Easing the Transition for Transfer Students found in the latest issue of the *Leadership Exchange* publication. Mathew said he would, if possible, send the article out on the listserv.

**StudentVoice**

Hillman said that he did suggest to the chancellor that carryover funds that are in the system office be used to fund StudentVoice; however, the chancellor was not in favor of doing this at that time. Hillman said that he hasn’t dropped the concept but on the other hand he does not have cash in hand either. He said the board took action at their July conference call to consolidate a number of programs in the system office into one budget so there will be some flexibility in the future to shift monies between programs to get things done at the system level. He said that he did receive a follow up email from Doug Fraser after the SAC retreat and forwarded it to the council. Mathew said that if there is a financial issue and the funding is limited, NDSU would pay for their own membership. Boyd said that UND would be willing to do the same. Boyd suggested Hillman negotiate with StudentVoice a more creative price for the nine campuses. Hillman said it may be worth a try now that the board has taken action to consolidate and he has some budget savings in some areas that perhaps could be directed to this.

**Restorative Justice: One Way to Respond to Student Incidents**

Boyd said that restorative justice is not always a result of an illegal act by a student but often a violation of the campus honor code and college policies. He said that rather than dealing with a student in a punitive way, they are rehabilitated. Boyd said that UND is giving serious consideration to this process and seeing how they can use it more effectively. Mathew suggested this be a topic for the Professional Development Workshop next spring.

**NDSA Report**

Marboe said that NDSA’s next meeting will be on September 18 and 19 at Bismarck State College.

**Other Issues**

Boyd asked how campuses are preparing for H1N1 (swine flu) possibilities. Fishbeck said that their campus is placing alcohol hand washings stations and posters around campus, wellness activities will be held, and flu vaccinations will be available on campus. Boyd asked what if we have numerous young faculty and staff members come down with the flu. This would remove critical people from an area that can’t be ignored. He feels that this is the weakest end of the issue. Generally people think of students but not faculty and teachers who are young. Boyd said we need to plan for the extreme and hope for the best.

The council adjourned at 4 p.m.