MINUTES
Student Affairs Council
January 4, 2007
Conference Call
12:00-3:00

Members Present:
Mike Lenhardt, BSC  George McClellan, DSU
Laurel Goulding, LRSC  Ray Gerszewski, MaSU
Wylie Hamond for Dick Jenkins, MiSU  Georgia Pullen, NDSCS
Melissa Mallett, NDSA  Kate Haugen for Prakash Mathew, NDSU
Mike Hillman, NDUS  Bob Boyd, UND
Glen Schmalz, VCSU  Hugh Long, WSC

Also present: Alice Hoffert, UND and Gina Padilla, NDUS.

Mike Hillman called the meeting to order at 9:07.

Approval of the agenda
• Mike Hillman asked to add a discussion for students dismissed for disciplinary reasons to the agenda following criminal records checks.

Transfer Migration Study
Philip Parnell said he would send a copy of his notes to anyone interested. He said the project was designed to look at all directions of transfer across the state. He summarized the study by stating:
• The study used 2003-2004 data
• The study will most likely be completed every three years
• Roughly 1,500 students were included in the study
• The information came from transcripts

Ray Gerszewski asked if this included a break down by student level. Philip Parnell said those numbers are available by campus. Mike Lenhardt asked how collaborative students work into this, and Philip Parnell said they are hard to identify at this point since they are not labeled as collaborative on the transcripts. Philip said the community college study can be found on the transfer website under the faculty and staff link.

Philip Parnell said this study is going to be used to track student progress in several areas including the following:
• Math courses
• Remedial math courses
• Remedial English courses
• The number of credits earned
• GPA
• National credit by exam
• Academic probation
• Prior transfers

Philip Parnell said he has completed phase I and phase II of this study and is starting phase III and IV. Mike Hillman commented that the study would help explain how students flow and their success. Mike Hillman said this is system data, but the FINDET office is currently who tracks the student information. Mike Hillman said there is a state data warehouse discussion occurring and a federal Data Quality Initiative program that could assist the state with student data systems.

**Review of December 7, 2006 SAC Minutes**
The SAC approved the December 7, 2006 minutes by consensus as read.

**Updates**
**SBHE** – Mike Hillman stated that the main topic of the last SBHE meeting was the governor’s budget recommendation and the SBHE’s response to the budget. The SBHE was pleased with the governor’s budget but would like to see some of the one-time funding items be moved to on-going funding.

**Cabinet** – Mike Hillman said the cabinet discussed an overview document of the legislative processes.

**AAC** – Mike Hillman said the academic requests were approved. He said AAC has been working on what it takes to get a mission description changed. They have an outline for this process that is being forwarded to the Chancellor’s Cabinet and SBHE for recommendation for inclusion in SBHE policy. Mike Hillman said he would distribute the proposed policy to the SAC for their information when it is complete.

AAC discussed NDUS articulation and transfer agreements. The articulation agreements are being updated annually to ensure curriculum remains current. The AAC accepted the registrar’s suggested GERTA changes and they talked about what happens when students quit at one campus and begin at another campus. This would apply to transfer applicants, including academic dismissals, disciplinary dismissals and regular transfers.

Mike Hillman said the time restrictions for medical spending accounts have been changed. The NDUS HRC did not recommend this for system employees, but CCF asked that this be reviewed. George McClellan asked which senior council this recommendation went to. Mike Hillman said he would ask Laura Glatt if it was reviewed by the Administrative Affairs Council.

Philip Parnell added that the statewide articulation agreements are also available at the www.transfernd.com website. Mike Hillman mentioned that they are looking at simplifying the process by making statewide articulation agreements to replace individual campus agreements.
ConnectND –
Oversight Committee – Laurel Goulding reported that the executive director position is being advertised. January 11 the oversight committee will meet with Oracle to present the health check reports.

Campus Advisory Committee – The HEUG conference is being scheduled for Minot in the spring. George McClellan said the to-do list on the student portal has been helpful.

Campus Reports – The council agreed that this item could be removed from the agenda with the understanding that campuses are always welcome to provide information during the ConnectND update.

Paula Berg said MiSU-B is discussing the possibility of a name change to better describe the mission of the school.

Alcohol Consortium – The Senior Administrator Forum is scheduled for February 21st. The expenses for this forum are covered by a grant and the consortium is hoping for good attendance from the campuses, including the campus presidents. Bob Boyd said the consortium was disappointed that funding for substance abuse prevention was not included in the Governor’s budget.

Mike Lenhardt asked if the “Senior Administrator” designation is decided by the campuses or the consortium. Bob Boyd said this is for the SBHE, the Chancellors Cabinet, Student Affairs Representatives, and other Sr. Administrators as the campuses deem appropriate. Mike Hillman said he would like to commend the alcohol consortium on its well designed website.

Learning Reconsidered – Kate Haugen said the audio clips sent to the council by Prakash Mathew for discussion at the February SAC meeting have a good link to Learning Reconsidered.

Bob Boyd and Kate Haugen discussed the NDSU principles for Learning Reconsidered. Bob Boyd asked what campuses are doing to make Learning Reconsidered a campus-wide activity. George McClellan said by working with academic affairs they could align Learning Reconsidered with the institutional outcomes. Georgia Pullen asked if the Academic Affairs Council is looking at Learning Reconsidered. Mike Hillman said this was discussed as a possible agenda item for a joint AAC/SAC meeting. Laurel Goulding said LRSC is offering a 1 credit special topics course on Learning Reconsidered that will be facilitated by the President.

Student Comments
NDSA Update – Melissa Mallett said NDSA has not met since the last SAC meeting. January 19 and 20 is the next NDSA meeting and it will be held in Bismarck. The NDSA lobbyist will be in Bismarck full-time beginning Monday. George McClellan asked if the NDSA has commented on the governor’s budget. Mike Hillman said they met with student leadership prior to the last SBHE meeting and all signs are that the students are in
agreement with the direction the SBHE is taking with the Governor’s budget recommendations.

P-16 Taskforce – Mike Hillman said the taskforce has completed its charter and no additional meetings are planned. There will be monthly meetings of the joint boards staff during the legislative session. Mike Hillman said a document released yesterday titled Quality Counts 2007 seems to be consistent with the North Dakota P-16 Taskforce recommendations.

Professional Staff Development

Plan Progress – Mike Hillman said SAC agreed that during legislative session they would not go through item-by-item, but he asked if anyone has professional development opportunities to announce.

- Bob Boyd said Hugh Long, George McClellan and himself are going to bring a more detailed report forward for the upcoming workshop.
- George McClellan said he is considering taking advantage of Peggy Bar being in ND and setting up a workshop for his staff the days following the Alcohol Consortium forum.
- Bob Boyd said many are planning for the Martin Luther King observances, and UND is having a speaker that could possibly be shared over IVN. Mike Hillman said another option could be a web-cast.

NASPA Update – There was nothing new to announce at this time.

Enrollment Management Plan Task Force

Mike Hillman said President Chaffee has agreed to chair the group. Mike Hillman is hoping the group will be convened shortly.

Criminal record check

George McClellan said DSU and NDSU discussed their experiences with criminal record checks on their campuses. Kate Haugen said the wording between NDSU and DSU are fairly consistent. George McClellan discussed the differences in the two campuses questions.

George McClellan summarized the council’s decisions by saying that twice as a group they have decided that the individual institutions do not want to do this as a common application, but for the campuses who do want to do it, they can make common language available. Bob Boyd asked what the role would be for campuses not planning to do this in the immediate future. George McClellan said that the opinions of all the members of the council are respected and would be welcomed.

Mike Hillman asked if they can come to agreement on common wording for campuses that are interested in asking about criminal histories. George McClellan and Kate Haugen agreed that since this is such a new process, they are still finding quirks with the process and would be more comfortable to have this conversation at a later date when they have more experience, such as a year from now.
George McClellan asked if there are campuses that would like to move ahead with this but are only looking at the mechanics. Glen Schmalz said VCSU is interested. Hugh Long said they are interested in putting this in their housing application and would like to know if they can use some of DSU’s wording. George McClellan said the DSU and NDSU models have been approved by legal council. George McClellan asked if there is anything else the council can do to help VCSU or WSC with implementation. Both campuses agreed that they have what they need.

It was the consensus of the council to not pursue common wording at this time. At a future time they can discuss what the campuses have experienced with the process (possibly 1 year from now).

**Disciplinary Standing**
Mike Hillman said AAC discussed traditional unofficial unwritten campus procedures concerning accepting students who are not in good standing at another system campus. AAC felt it may be good to have an official policy or procedure on how these cases are handled, but since disciplinary dismissals are not on transcripts it may be difficult. Bob Boyd said the transcript says “may not enroll at the University of ND.” Mike Lenhardt said Lillian Elsinga was on a NASPA committee for this topic and that she should have background information. Bob Boyd said he would ask Lillian Elsinga to provide a one-page synopsis at the February SAC meeting.

**Other business**
Bob Boyd said Lillian Elsinga sent a reminder that the contingency funds can be applied for by January 18.

**Adjourn**
The meeting was adjourned at 2:58.