MINUTES  
Student Affairs Council  
September 6, 2007  
BSC, Dakota Room  
10:00 – 4:00

Members Present:
Mike Lenhardt, BSC  
Laurel Goulding, LRSC  
Dick Jenkins, MiSU  
Rachel Peterson, NDSA  
Prakash Mathew, NDSU  
Bob Boyd, UND  
Hugh Long, WSC  

Hal Haynes, DSU  
Ray Gerszewski, MaSU  
Paula Berg, MiSU-B  
Mike Johnson for Georgia Pullen, NDSCS  
Mike Hillman, NDUS  
Glen Schmalz, VCSU

Others Present:
Pat Seaworth, Peggy Wipf and Gina Padilla, NDUS. Randall Thursby and Mick Pytlik joined by conference call during the ConnectND update.

Mike Hillman called the meeting to order at 10:15.

Affordability Report – Wipf
Mike Hillman said the council asked for three things at this face-to-face meeting: 1) a report from Peggy Wipf on the Affordability Report; 2) to meet the Chancellor; 3) to meet Vice-Chancellor Krotseng. Chancellor Goetz and Vice-Chancellor Krotseng are attending the interim committee meeting, but Peggy Wipf was available.

Bob Boyd reminded the council that one of their suggested goals was to discuss student indebtedness, and that is why Peggy Wipf was invited to discuss student affordability. Peggy Wipf said the SBHE and Cabinet identified student affordability as one of their goals. The NDUS office will work with financial aid, the Bank of North Dakota, and the NDUS senior councils to identify unmet needs and barriers to access. Peggy Wipf discussed areas of the student affordability report with the council.

Prakash Mathew mentioned the report did not clearly state that financial aid funding has not increased proportionately with costs. Bob Boyd asked if the interim committees are reviewing the affordability issue. Mike Hillman said it is being discussed, but the discussion is diffused among four different committees which may cause confusion on who is responsible. Mike Hillman said another related issue is declining demographics and what that means for the state. Mike Lenhardt said alternative loan volume could be a piece of the complete financial picture for student affordability and that information may be available at the national level. Mike Hillman agreed to work with Larry Isaak to clarify this point for future presentations. Bob Boyd suggested student life-style choices are affecting student indebtedness as well.
Peggy Wipf said during the legislative session the NDUS did an in-depth study of the needs-based program. The SBHE made recommendations to increase funding at the same rate as tuition rate increases to keep the four tiered system, to increase grant dollar amounts if additional funding is made available, to promote low tuition, and to encourage being able to carry over funds. Bob Boyd, Rachel Peterson, and Laurel Goulding volunteered to be part of the interim affordability committee. Mike Lenhardt distributed an update on the college cost containment bill.

**Review and approval of the June 26, 2007 SAC minutes**
The minutes were approved unanimously by consensus.

**Updates**
**Academic Affairs, Cabinet, Board and Interim Committees**
Mike Hillman said AAC met on Tuesday. The SAC will cover some of the same agenda items, such as criminal history. The cabinet met yesterday and reviewed work plans. Part of the discussion was lead by Randall Thursby on the ConnectND Update. The cabinet discussed campus advertising and the behavior that is expected. It was suggested that the expected behavior be added to a procedure. A future cabinet meeting will include reports from campuses on their campus security plans.

Mike Hillman said a group has been reviewing enrollment reporting policies. Part of the current policy stating a student has to have paid or made arrangements to pay by the census date will be enforced this year. This means that blanket exemptions for students who have not paid will no longer be acceptable. It was mentioned that if an unduplicated year-end count of students served as the official student count it would take care of this issue. The council discussed how enrollment numbers could be affected by the timing of withdrawal processing. The council suggested changing the add dates or changing the count date. Ray Gerszewski passed out a copy of the recommendations from the drop/add committee meeting. Ray Gerszewski said the group is gathering information on what calculations campuses are currently using. Mike Hillman said the recommendations of the committee would be put into system procedure. Rachel Peterson said she would like to discuss this agenda item at the upcoming NDSA meeting. The council asked that Rachel Peterson submit NDSA suggestions to Ray Gerszewski.

The council voiced concerns that if students did not make arrangements to pay by the census date they would have to pay reinstatement fees. The council discussed if payment plans are made available to students and if this is available in board policy.

**Criminal History Update - Seaworth**
Pat Seaworth distributed a set of policy and procedure drafts related to SB2260 on criminal history records checks. Pat Seaworth gave an overview of the legislation and its background. Dick Jenkins suggested linking the policy that allows campuses to deny admission to students based on information gained about past criminal history to the policy and procedures that address student criminal history checks.

Pat Seaworth said uniform system requirements would be a part of the discussion of the policies/procedures. Pat Seaworth said he would like the senior councils to recommend uniform
system requirements. The council asked about duplicate checks for students who are transferring within the university system or for students who require a background check for their professional certification. Pat Seaworth said that could be addressed as part of the policies/procedures. The council discussed its interest in asking for criminal activity on the common application. Nine campuses said they are not opposed to having the common application ask about criminal history. It was the consensus of the council to have national criminal record checks run on students in certain program areas. Pat Seaworth said editing suggestions for the policy and procedure drafts can be submitted to him.

**Updates (continued)**

**Alcohol Consortium**

Bob Boyd said Karen Walton sent a notice to the council on a national substance abuse conference. The alcohol summit is next week.

**ConnectND/IT Issues**

**ConnectND Update** – Mick Pytlik provided a ConnectND update on how fall registration went, the upgrade of the campus solutions (Student Admin) software, enrollment report progress, moving the system data, the implementation of Touchnet, the housing and parking upgrade, the planning of the financial system upgrade, and the HR system self service.

Randall Thursby said they had a joint Oversight/Campus Advisory Committee meeting. He said the ConnectND plan for the next year is ambitious. Randall Thursby spoke to the cabinet about reducing the complexity of the system and he will discuss a process for reducing complexity with the oversight committee. HECN will establish workgroups and will bring un-addressed issues to the oversight committee. HECN will work on software acquisition, telephone switches, and other cost saving efforts. Randall Thursby said they were working on individual solution sheets that will provide information on current issues and how each institution is addressing the issues. This is being done at the request of the Chancellor’s Cabinet. The SAC asked about emergency notification systems. Randall Thursby suggested this be looked at collaboratively if campuses would like to implement a system. He suggested SAC would be the best place for this discussion to begin. Randall Thursby said he would be willing to assist with this discussion.

**NDSA**

Rachel Peterson said the first NDSA meeting is at NDSU on September 21 & 22. It begins at 6:00pm on Friday and at 9:00am on the 22nd. She invited council members to attend. Mike Hillman said a valuable lesson learned during the last legislative session is that the partnership with the students was necessary for the success of the system’s funding. The council discussed affordability issues within the University System. It was mentioned that the campuses Student Affairs offices are willing to provide information and aid to the student groups.

Mike Hillman said the finance plan was on the cabinet agenda. It has been suggested that something be done to create a better understanding of the finance plan. Dick Jenkins asked if there was a feeling that there is a movement away from the Roundtable. Mike Hillman said there is strong Cabinet support for the roundtable process.

Laurel Goulding said LRSC is still looking for their student representative to SAC.
Oversight Committee
The oversight committee meets on September 12 to cover the issue sheets. Mike Hillman said it is the intent of the board to receive monthly reports from Randall Thursby and Dr. Fuller, the chair of the oversight committee.

Campus Advisory Committee Report
Prakash Mathew circulated the report from the Campus Advisory Committee.

Learning Reconsidered
Bob Boyd said on the NASPA website under learning reconsidered, MC Diop has a model for retention of students from diverse cultures. Prakash Mathew said one of the things learned at the national workshop is that it is very important to get students involved. The council recognized Prakash Mathew for his national NASPA “Pillar of the Profession” award.

NASPA Update
Hal Haynes said the regional NASPA conference would be held November 8-10 in Little Rock, AR.

Professional Staff Development
2008 Professional Development Workshop – Boyd
Bob Boyd said SAC contributed $1,075 from its dues for the professional development conference. Bob Boyd said UND is willing to host the event at the same time in the spring of 2008. UND contacted Gary Pavela and may be able to find the funds to cover his fee if this is something the council would be interested in. Prakash Mathew suggested the SAC endorse UND’s proposal and let Bob Boyd work out the details. Bob Boyd asked if the council members could check for conflicts and let him know as soon as possible. It was the consensus of the council that having a secondary topic at the professional development conference helped broaden the interest in the conference. Bob Boyd said it would be helpful for a small planning committee to help with some of the ideas being suggested. Hal Haynes, Ray Gerszewski, and Paula Berg volunteered to be on the working group.

Mike Hillman asked the council to be ready to discuss where the workshop should be hosted in 2009 at their next meeting. It was suggested that some of the smaller campuses could collaborate with two or three campuses to host a workshop.

Tuition policy
Mike Hillman said this was part of the enrollment discussion.

Review plan progress
Mike Hillman suggested the council discuss this with their goals and objectives.

Announcements
Bob Boyd stated that as part of UND’s 125th Anniversary celebration, several speakers will be brought to campus. Two of the four speakers are Salman Rushdie and Stephen
Bloom. Prakash Mathew suggested the council watch the videotape he has on the Steven Bloom presentation. Mike Hillman said this could be scheduled for the next face-to-face SAC meeting.

Project Vital Link
Laurel Goulding passed out a sheet containing statistics on information gathered by the vital link program. Laurel Goulding would like the council to think of how the Vital Link program can work better. Currently information on high school students is gathered by the campuses and is then shared with all of the system campuses. This information is used to ensure that North Dakota students are receiving information from North Dakota campuses. Laurel Goulding would like to get this information from DPI, but is unsure if this information is available from DPI. It is stated in the No Child Left Behind (NCLB) law that student contact information must be provided to military recruiters and colleges. This information is gathered each year in the spring.

Mike Hillman said since DPI is a coordinating board and do not gather specific student data. Mike Hillman said a state law has implemented a longitudinal data committee, so that might be part of the solution. It was suggested that the system send a letter to high schools clarifying the request and what is stated in the NCLB law. This is Debra Anderson’s area of responsibilities and the admission office is who gets the list of schools to contact.

Services/student services policies concerning distance students
Bob Boyd said this item was just a suggestion for the council members to review the student satisfaction survey for their information. The Student Satisfaction Survey will be administered again this year.

Student Health Insurance Policy Review
Prakash Mathew said the international student health insurance policy was sent to Laura Glatt and Pat Seaworth and has been approved by the system office with the correct price stated. Prakash Mathew suggested the document should be edited next year.

Disability Services Contingency Fund
Bob Boyd said disability services would like SAC be aware that after the next meeting it is likely that there would be no funds available in the contingency fund for the remainder of the biennium. Mike Hillman said he would follow-up to find out what kind of status change is affecting the budget. Ray Gerszewski said he would find out more at the contingency fund meeting on Sept 7. Mike Hillman asked Ray Gerszewski to report on the contingency fund meeting at the next SAC meeting.

Informational Items

Slide presentation from retreat
Mike Hillman said this is an informational item.

Presentation to Interim Legislative Committee
Mike Hillman said this is a good reference and he will work with Larry Isaak to add another view of the student indebtedness.
Long-term Care Interim Committee report
Mike Hillman said there is a note that the Long-term Care Interim Committee wants a report from the university system for information on students with severe emotional disturbances. This will include what services are available from the campuses.

Prioritize and discuss SAC annual goals and objectives
Mike Hillman listed the identified goals as: 1) Vital Link; 2) Academic/Student Affairs Partnerships (Learning Reconsidered); 3) Professional Development; 4) Financial Aid and loan indebtedness; and 5) Enrollment Reporting.

Bob Boyd said these issues continue to occupy the council and the council is moving ahead with addressing these issues during their meetings. Mike Hillman discussed the separate goals and asked if the council would like to set particular goals. Dick Jenkins suggested they revisit these items and keep track of their progress during the year. It was suggested these items be placed in a format on the agenda to ensure ongoing discussion occurs.

Other Discussion Items
Ray Gerszewski said for clarification purposes, the November 1, 2007 SAC meeting will be held by conference call from 1:00 – 4:00.

Dick Jenkins thanked UND for hosting the professional development conference and Paula Berg for hosting the SAC retreat.