Academic Affairs Council Minutes
August 7, 2012
Bismarck State College – Horizon Conference Room

Attendance: Thomas Smette (NDSA); Harvey Link (NDSCS), Keith Stenehjem (MaSU), Bill Slanger (NDSU), Lloyd Halvorson (LRSC), Rich Brauhn (DSU), Larry Brooks (DCB), Drake Carter (BSC), Lenore Koczon (MiSU), Margaret Dahlberg (VCSU), Bruce Rafert (NDSU), John Haller (NDUS)

Others: Chip Poland (DSU), Steve Light (UND), Rebecca Duben-Kalash (NDUS), Lisa Johnson (NDUS), Steve Grunenwald (WSC), Aimee Copas (NDUS)

John Haller introduced himself to the council members. He said that he will be in and out of the office teaching in Illinois in the fall. Aimee Copas will be the AAC point of contact while he is not in the office.

Haller said that the chancellor is trying to respond to the SBHE needs of having a more efficient and transparent system of higher education. The chancellor is looking at five different areas – access, quality, affordability, learning and accountability as areas in which to suggest and propose some changes. Haller went through these areas. Council members shared their comments and concerns. This is in the proposal stage right now. A draft proposal should be available within the next week. The chancellor is meeting with presidents to introduce the items and get their initial feedback. After an initial review, it will be sent to the presidents with a request that they seek the input of their respective faculty so that we can move forward with the changes. This is on the fast track because the legislature wants a product. The overall objective is to achieve a three-tier university system based on the Carnegie classification system and link efficiency and readiness.

Updates
Executive oversight – No report

Accountability measures – Copas said that we are moving ahead with NSSE and CSSE surveys. The system office will still be going forward with paying for campus surveys. After the biennial budget the chancellor will be reviewing how we will move forward. Copas said that in the future, the system office will produce communication materials using excerpts of the data for stakeholders. This will be handed out to the public. It will be more user friendly than the full report.

NDSA report – Smette said that the NDSA will be working on their goals for this year at their next meeting. NDSA will be focusing on tuition and fees.

CCF – No report

Dual credit task force – Johnson said that the task force is looking at and supports a single dual credit tuition rate. There is a holding pattern with a single rate. Laura Glatt did send out a survey to campuses that offer dual credit to reassess what they charge for dual credit. Johnson said that
we would like to get a better handle on the rates and work with the administrative affairs on a recommendation.

**Draft minutes** – It was moved by Brauhn, seconded by Rafert, to approve the draft minutes from the July 3, 2012, meeting with minor edits. Motion carried unanimously.

**Curricular Requests** – The chancellor is currently looking at the process of reviewing academic requests.

It was moved by Brooks, seconded by Rafert, to add the UND Nursing program name change.

It was moved by Carter, seconded by Link, to approve NDSU’s academic request for a department name change to School of Music. Motion carried unanimously.

It was moved by Stenhejem, seconded by Dahlberg, to approve UND’s distance education request for a B.S. in Social Work. Motion carried unanimously.

It was moved by Dahlberg, seconded by Brauhn, to approve UND’s department name change to College of Nursing and Professional Disciplines. Motion carried unanimously.

**Articulation and Transfer** – The council reviewed the statewide early childhood education agreement. The council agreed that it was not necessary to sign an agreement every year and suggested a review and signatures every two years. Johnson said that she would bring the revised procedure back to the next AAC meeting.

Johnson said that the WICHE Interstate Passport is a five-state pilot project, based on the LEAP learning outcomes, and focused on facilitating interstate transfer. Pilot state facilitators identified three learning outcomes that were most likely to be common among participating states. Those outcomes included oral communication, written communication, and quantitative literacy. Johnson said that she will be emailing council members and campus representatives on the ND General Education Council with an **Interstate Application to Participate** for review. The application involves mapping of courses to LEAP learning outcomes and must be completed by that general education council member and submitted by early September.

**SBHE Policy and NDUS Procedures**

Policy 402.9 – International Admission – There were additional changes that were not included in the draft policy. No action was taken by the council until they see all the recommended changes. Forward changes that were recommended.

Procedure 402.0 – Admission Requirements/403.7.6 Declared Program of Study – Sections from Procedure 402.0 have been relocated to new Procedure 403.7.6. Minor edits were made. It was moved by Rafert, seconded by Brauhn to approve Procedure 403.7.6. Motion carried unanimously.

Procedure 403.1 – Academic Requests – It was moved by Brooks, seconded by Brauhn, to approve the edits made to Procedure 403.1. Motion carried unanimously.
Procedure 430.3 – Posthumous Degrees – *It was moved* by Stenehjem, seconded by Rafert, to approve the procedure with the suggested edit to take out “to a deceased student”. Motion carried unanimously.

Procedure 403.7.2: Articulation Agreements – The council made additional edits to the procedure. Johnson said she would bring this procedure back for the council to review at the next meeting.

Procedure 404.0: Collaborative Procedure – *It was moved* by Light, seconded by Brooks to add Procedure 404.0: Collaborative Procedure. Motion carried unanimously. *It was moved* by Link, seconded by Brooks, to approve Procedure 404.0 with edits. Motion carried unanimously.

Retention Summit – Copas said that the 2012 Retention Summit was very well attended summit and the reviews were well received. She said that it will be at the chancellor’s discretion if there will be a summit next spring.

Developmental Enrollments – Copas said that she would draft a policy/procedure that pertains to how schools that provide developmental courses to non degree seeking students would be able to include them in headcount.

Procedure 402.1.2: Admission Policy – Student Placement into College Courses – The council discussed to include wording “effective for new students entering an NDUS campus Fall 2012 and later” for Section 3 and 4. *It was moved* by Raffert, seconded by Halvorson, to approve added wording for interim Procedure 402.1.2 until formally approved by cabinet next month. Motion carried unanimously.

Consortium Approval – This was tabled until the next meeting.

Oversight Committee Initiatives – Haller and Copas went through the efficiency initiatives with the council.

Presidential Executive Order 13607 – Olsen reported that veterans coming back to school are being enrolled in programs that are not beneficial to them. The President has signed a voluntary order encouraging campuses to sign an executive order. By signing this order, the vets would put these campuses on a Web site. This Web site would tell veterans if your campus is one that that they would recommend they attend or use money on. This would be more than just saying you are military friendly. There are guidelines campuses would need to follow with the vets to be put on this list. At this time there is no accountability yet but it is coming. Olsen will send information to council. This would be above just saying you are military friendly.

State Authorization Requirements – Copas said that something will be drafted from the system to say that we will still be pursuing state authorization.