A. Business Meeting

** Approval of February 2013 Minutes

1. Curricular Requests
   1. Notice of Intent (Stage I) Requests – New Stage I’s

   ** VCSU
   - 403.1 Concentration in English Education (online)
   - 403.1 Concentration in Elementary Education (online)
     - MS was approved in 2005 with agreement that if there were to be a concentration added, VCSU would come back to AAC.
     - Both offered some directed electives, students would find it useful to have those areas transcripted.
       * Brooks motion to approve, Carter second
       * Motion carries unanimously

   ** BSC
   - 307.1 Institute for Culture and Public Service
     - Collaboration among 3 major colleges in Bismarck/Mandan – BSC, UMary, UTTC.
     - Broadly based on tri-college concept
     - Focused on 4 main areas – collaborative creation of academic programming, leadership development through internship programs, idea transfer, and community outreach.
     - Support from Bismarck-Mandan development association.
       * Link motion to approve, Brooks second
       * Motion carries

2. Stage II Requests –

   ** MaSU
   - Prefix Request
     - UNIV
       * Request to utilize existing prefix for some courses that would be more appropriately identified.
         * LeBel motion to approve, Rafert second
         * Motion carries
   - 403.1 – Program Approval
     - Special Education
       * This is new to the NDUS
Sole option for residents of ND to get an undergraduate SPED degree.
This is based on a law change that allows licensure for SPED degree to be teachers in ND.
Natural pathway for both 2 yr to 4 yr as well as movement to graduate programs for categorical endorsement.
Dual certification program. (EC, ELEM, Secondary)
Very much equivalent to a double major.
Special education strategist credential. People getting this degree could give services in several areas.
- LeBel – encouragement to formulate a compelling argument for higher credit hours
- Rafert – question looking toward alignment with NCATE – they seem to be increasingly aware of the number of faculty in a program. Something to be aware of.
- Carter – motion, Dahlberg, second
- Motion Carries Unanimously

VCSU
- 403.1 – Program Approval
  - Software Engineering
  - Prefix Request
    - SE
      - Strong workforce need in SE. Good preparation for a graduate program.
      - Only specific software engineering program in the state.
      - SEEK standards basis for curriculum.
      - Request from Johnson to table the request in order to have the curriculum group take a look at the prefix – this is fine with Dahlberg
        - Brooks motion to approve tabling the request, Rafert
        - Motion carries unanimously

DCB
- 403.1 – Program Approval
  - Photography
  - Prefix Request
    - PHOT
      - Cert & Associate in Applied Science request
      - Prospective student surveys show a high interest in a photography program (16%).
      - Jobs in area are growing.
      - Have a couple prospective faculty in line.
        - Link motion to approve, Stenehjem
        - Motion carries unanimously

NDSCS
- 307.1 – Institutional Organization
  - From: Computer Information Systems Department
  - To: Information and Communications Technology Department
- 403.1 Changes in Program Titles
  - From: Computer Information System
  - To: Information and Communications Technology
- 403.4 – Prefix
  - HUM – Humanities
• DOE looking for updates
• Curriculum group will look at new prefixes for org change and title change.
• HUM prefix is really an authorization to use this existing prefix.
  • Carter motion to approve, Meyer second
  • Motion Carries unanimously

NDSU
• 403.1 Program Approval
  o Certificate – Professional Selling
  • 16 credit program = 15 of which currently exist.
    • Stenehjem move to approve, Cynthia second
    • Motion carries unanimously

B. Planning/discussion
1. NDSA – Smette
   • Met Feb 22-23 @ BSC
   • Resolutions passed
     • A few grammatical changes to constitution
     • Elections will be held March 22-23
     • Approved support of HB 1412 (Medical Amnesty)
     • Discussed HB 1332 – voting in ND
       1. Asking for amendment to that to exclude NDUS students
     • Discussed support for SB2003 – approved
     • Approved vote of no confidence in Chancellor Shirvani

2. CCF – Quijano
   • Johnson served as a liaison - she delivered update
   • No consensus yet with regard to SB2003
   • HB1103 – out of state auth. – interested in the volume of request and numbers of exemptions.
   • Trying to look at both in and out of state authorization. The direction will of this will move to under Spilovoy.
   • CCF had been advocating for more travel funds to attend more SBHE meetings and/or their own meetings.
   • Quijano addition – preparing for Higher Education day on March 20
     • Election of officers for next year – Paul Markel (MiSU) will be president; Munski will continue to serve as representative to the SBHE.
     • Chancellor will be meeting with CCF on March 19.

3. Cabinet, SBHE and Legislative Committee & Other Reports – Haller
   • Cabinet met last week. Approvals in cabinet for all academic programs on agenda.
   • Haller reported the policies and procedures that were approved by the SBHE
   • SBHE is scheduled to meet Thursday, March 6
   • Due process meetings have been held with the president of NDSA and the NDUS office. Trying to work with the students to write a policy that would generally do several things
     • At minimum all of our institutions must ensure there is adequacy of due process in the proceedings they provide for students.
     • A student will be permitted to speak at a hearing.
     • Students have submitted/sponsors for a legislative study committee on due process.
- Halvorson – questioned whether or not what is written is not already in a campus policy.
- Link – there will be a hearing on this on Wednesday. Vangsness-Frisch will be testifying.

4. SAC – Johnson
   - Immunization
     - Health directors will be assembled to visit about the shared records. Discuss the barriers to sharing information
     - Per Link request, Johnson will check for federal regulations guiding the collection of some versus all admission requires in relation to the distribution of financial aid.

5. VCAA Search Update – Haller
   - At the point of the last meeting, Dr. Justice was extended an offer. He has not been in close communication with us as of recently. He also has two other offers on the table.
   - We just had a new applicant today. Due diligence is being performed at this time. If a reasonable candidate, the committee will be pulled together.

6. CIO Update – Riedy
   - No update

   - Important focus on collaboration, looking at both what is coming in and assurance that we are authorized to operate outside of ND in states that are needed.
   - A number of state reciprocity agreements are in place. State of MN a critical reciprocity agreement.
   - Additional cost savings focus.
   - Nationally there are some drafts of reciprocity agreements that are floating out there.
   - Important to protect consumers in North Dakota along with balancing collaboration in other states.

8. Academic Guidelines
   - Pemberton – from a logistic standpoint. If we can consider from a review cycle standpoint – try to come up with cycles within cycles.
     - Bring edits into this area
     - LeBel working on calendar to bring accreditation review into line with guidebook.
     - Link – annual reporting deadlines (pg. 57) – may be helpful as a guide would be to when we have the report – reference the appropriate policy/procedure. Make this into a cheat sheet. Also suggestion to put in guidelines on Tenure – seal up dates, make sure we’re on track.
     - LeBel –
       1. International Agreement edits
       2. Centers/Institutes
       3. Program Submissions
   - April Agenda

9. Change in tuition model implementation date/dual credit tuition date
   - Implementation (mandatory) pushed out to 2015
   - On some campuses there may be some implementation steps earlier that would be useful.
2013 Future Meetings:  April 2 - Bismarck  May 7 - Bismarck