A. Business Meeting

** Approval of March 2013 Minutes
- Motion Rafert, Second Koczon
- Motion Carried

1. Curricular Requests

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

**DSU**
- 403.1 Program Approval
  - Certificate Program – General Science
    - Question regarding implications on DOE gainful employment rules and abiding by that approval process.
    - Recommended to work with HLC liaison to get permission and letter from them to support this certificate.
    - Carter move to approve Dahlberg second
      - Motion carries.

**WSC**
- 403.1 Program Approval
  - Associate in Applied Science – Petroleum Automation & Control Technology
    - This program fulfills a grant need as well.
    - May be somewhat similar to a BSC instrumentation program – more detail will be needed in Stage II.
    - Need to understand Chancellor’s stance on duplication, necessary and unnecessary.
      - Brooks move for approval, Dahlberg second
      - Motion carries

2. Stage II Requests –

**VCSU**
- 403.1 – Program Approval
- 404.1 – Distance Learning Credit Activities
  - Graduate Concentration in Elementary Education
    - Part of online M.Ed.
  - Graduate Concentration in English Education
    - Part of online M. Ed.
      - Carter motion for approval, Light second
      - Motion carries
  - Prefix: Software Engineering (SE)
UND
- 307.1 Institutional Organization - Notice and Approval
  o From: Department of Indian Studies
  o To: Department of American Indian Studies
- 403.4 – Changes in Program Titles
  o From: Indian Studies (Bachelor of Arts and Minor)
  o To: American Indian Studies (Bachelor of Arts and Minor)
  ▪ Brooks motion to approve, Pemberton second
  ▪ Motion carries

MiSU
- 404.1 Academic Request
  o MS SPED – Distance Delivery
  ▪ Dahlberg motion to approve, Meyer second
  ▪ Motion carries

B. Planning/discussion
1. NDSA – Smette
   ▪ Election of new officers
   ▪ Jennifer Vetter UND will be new president
   ▪ Christopher McCuin from NDSU will be AAC rep
2. CCF – Quijano
   ▪ No report
3. SAC – Johnson
   ▪ Job description of NDHESAP/Student Affairs position
   ▪ Immunization policy discussed
     ▪ SAC working on drafting new policy that is more applicable to current
       campus conditions to make the policy more applicable.
4. CIO Update – Thursby
   ▪ Continue to go over planning to migrate to office 365 for all accounts.
   ▪ Moving over also to active director
   ▪ First campus to make the move from Hotmail to 365 was LRSC. Most of the other
     student accounts will convert over this summer. At that time the accounts will also
     link with faculty and staff and will be shared with other institutions.
   ▪ Tegrity Update – Rostad
     o Discussion on lecture capture. State board approved plan to move this forward
       and moved to an FTE funding model to address extra storage and maintenance
       cost.
     o The amount of information being stored is growing quickly.
     o New model introduced at the CIO council meeting – it was approved 9-2.
     o FTE based solution is based on the number of students as based on IPEDs
       numbers. User based solution is based on amount used. Attempts were made to
       arrive at a middle ground.
     o Year 1 cost was $249,753. Costs split by DSU, NDSCS, NDSU, UND, VCSU
       (based on usage)
     o The 50/50 split it takes away some of the concern about usage. This balances the
       concerns and helps ensure appropriate usage.
     o Questions regarding how we should handle older data. (opt-in/opt-out)
     o Questions regarding academic freedom and protection of information. The
       finances are not necessarily the biggest issue. There are more issues
       surrounding the policy model surrounding Tegrity use. Faculty must have a
       transparent set of rules that protects their work and copyrights.
AAC should work on this as far as the policy front of this. This is something that is a part of our core business and we must address this process.

- We must address time retention
- Copyright concerns
- Academic freedom.

Academics input on this topic are critical as this is information about our programs and our curriculum.

Need to have further conversation on the model of cost as well.

- 3 basic conversations
  1. 50/50 model is a great improvement – will continue to be revisited
  2. June retreat on policy and on allocation model
  3. Basic framework that takes into account (get from campuses ahead of time) what we are hearing about opt-in/opt-out...autonomous campus based approach.

- Link – motion of recommendation to move forward with the 75/25 ($1.01) with the addition of this item to be at the June, 2013 AAC retreat for further discussion with additional input from the system on how to approach the model and policy decisions. Second Rafert.
  1. Discussion – the system could assist on the model and quality pieces of the discussion. Other systems and best practices out there. Spilovoy will research and report back to campuses. Campuses to share with Spilovoy questions as well.
    - Motion carried 9-1-1

5. Cabinet, SBHE and Legislative Committee & Other Reports – Haller
   - All Stage II’s that went to cabinet from March AAC meeting were approved
   - Confirmation of grandfathering of non-banded employees with regard to 605.2
   - Rafert – idea of pre-legislative boot camp on things that we can prepare for prior to committee.
   - Some legislators are very tuned into deferred maintenance. This is a hot button item right now.

6. VCAA Search Update – Haller
   - Recruitment suggestions

   - Tanya will be attending upcoming conferences and will be updating AAC
   - State compliance issues
   - ROI within the states

8. General Education Summit (April 19)- Johnson
   - New state assessment tests could possibly replace current testing
   - Discussions on PARK, Smart Balance, and ACT testing

10. Academic Office Structure (org) – Haller
    - Updates and concerns
      - Aimee will send out open textbook info
      - Campus procedures with NDUS policy
• Suggestion that Tenure should be each institution's decision, not the office of NDUS, this will be discussed at AAC retreat – in the mean-time, a policy scan will be performed to check other system's policy.

• Next legislative session needs information prior to the beginning of session so there is a better understanding of the operations of NDUS

11. Academic Guidelines Edits Discussion
   • Please bring marked up copies for edit

12. Discussion policy/procedure
   • All institutions need to research for the discussion at the next meeting

13. Tenure Requests – Haller
   • Handout will be discussed at next meeting

14. Pathways Update – Haller/Copas
   • Aimee will follow up with Dr. Shirvani and pass on any new information
   • Questions on where the accountability issue stands
   • A copy of the full report of the task force and the TN powerpoint is requested

15. Remediation Courses / My Foundations Lab / Discussion

16. Procedure 402.0.0 - Common Application
   • Online only other than extraordinary circumstances
   • Aimee reads and confirms all language to the AAC members for confirmation all is correct (will send out copy to members)
     o Links motions to move for approval pending approval from Student Affairs Council
     o Second Pemberton
     o Motion Carries

17. Policy 605.1 – Tenure
   • It is recommended that the individual institutions make the decision, AAC members are asked to provide feedback during the next AAC meeting

18. Clarification on Change in tuition model implementation date/dual credit tuition date
   • Motion – Rafert Paul – AAC Member Emeritus

2013 Future Meetings: May 7 – Bismarck?? (Pending)     May 30-31 Retreat LRSC