Members present: Margaret Dahlberg (VCSU), Drake Carter (BSC), Chris McEwin (NDSA), Larry Brooks (DCB), Cynthia Pemberton (DSU), Lloyd Halvorson (LRSC), Tom DiLorenzo (UND), Keith Stenehjem (MaSU); Aimee Copas, Lisa Johnson, Tanya Spilovoy (NDUS)
Phone: Lenore Koczon (MiSU)
Other Attendees: Randall Thursday (NDUS); Teri Thorsen (NDUS)

A. Business Meeting

Approval of April & May 2013 Minutes

Motion to approve Rafert, Second Stenehjem

- Discussion on preference of how minutes/meetings would be preferred to be organized.
- Transparency and good communication is essential
- Need clarity on AAC role – is it advisory – is it specific in certain areas?
- Summary of areas to address with the new VCAA
- Motion Carries

1. Curricular Requests

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

WSC

- 403.1-Program Approval
  - Paralegal Associate Degree
    - DiLorenzo Motion, Brooks Second
      - LRSC used to have a paralegal program had a program that was eventually terminated.
      - Growing need to prepare people for the office setting.
    - Motion Carries

BSC

- 307.1 – Institutional Organization
  - Communications and Creative Arts Center
    - Building is focused primarily on arts.
    - Pemberton motion, Brooks second
    - Motion Carries

2. Stage II Requests –

NDSU

- 403.4 – Change in Department Titles
  - From: College of Engineering and Architecture
  - To: College of Engineering
    - Rational is to request is due to a movement of Architecture to the College of Arts and Sciences.
This will not affect tenure status of any faculty. This does, however, impact a college policy. However at the unit level, this allows them to be specific regarding the things needing to be in place with tenure.

- 307.1 – Institutional Organizational Change
  - College of Engineering and Architecture
  - College of Arts, Humanities & Social Sciences
- 403.4 – Change in Department Titles
  - From: Civil Engineering
  - To: Civil and Environmental Engineering
    - Link approval, Carter Second all NDSU items
    - Motion Carries

UND
- 403.4 – Change in Department Title
  - From: German (Bachelor of Arts and Minor)
  - To: German Studies (Bachelor of Arts and Minor)
    - Dahlberg motion, Rafert
    - Motion Carries

VCSU
- 403.1.1 – Program Terminations
  - Minor English Elementary
  - Minor English Secondary
  - Minor Mathematics Elementary
  - Minor Mathematics Secondary
  - Music with an Emphasis in Business (Major only)
    - First four are catalog cleanup. The emphasis in business has very few students.
- 403.4 – Change in Program Titles
  - FROM: Minor in Music with an Emphasis in Business
  - TO: Minor in Music Production and Sound Recording
    - Advisory Council at VCSU has pointed out that the things that are being taught are not as useful than time spent in music production and sound recording.
- 407.1 – Institutional Organization
  - Department of Computer Systems and Software Engineering
    - Computer Science “type” programs are in two different departments. With the addition of the software engineering department – this is the ideal time to move all the programs under the same department together.
    - Pemberton motion, Brooks second
    - Motion Carries

B. Planning/discussion
1. NDSA Report – Chris McEwen
   - No NDSA meeting since April. Introductions from Chris as student rep. Student senate at NDSU and president of NDSU graduate association. Undergraduate degree in psychology and statistics, MS student in Applied Statistics.
   - Excited to help bridge student and academic affairs issues through NDSA.
2. CCF Report