August 6, 2013 9:00am – 4:00pm
BSC Horizon Building Conference Room
Conference line: 701-328-1620 or 701-777-5900; Passcode: 13887#

**Attendance**

**Agenda and Minutes**
- Review and approval of the agenda
- Approval of the May retreat meeting minutes.

**Approval of Stage II Academic requests sent electronically in July**
- Confirmation and approval

**Stage II Requests**

*Motion to approve by Rafert, seconded by Brooks. Motion carries.*

**NDSU** – Curricular changes to Master of Managerial Logistics (MML) degree
- Reduction in the degree requirements
- Approval for distance education delivery (online)
- Articulation of nine transfer credits (US Army Logistics University)
- Approval of differential tuition/fee charge – forwarded to Laura Glatt

**VCSU** - Prefix request: SPED – Special Education

**NDSA** – McEwen announced their 1st meeting will be in late September, 2013 and the new student SBHE member is Devon Hoffarth.

**Student Affairs Counsel Update** – Johnson, the student health insurance plan through BCBS was extended through December 2013—originally scheduled to expire on July 31, 2013. We are currently looking at new rates from BCBS and at rates from other vendors through the RFP process.

**NDUS Staff Update – Hillman**
- Aimee Copas has been contracted by NDUS for academic support staff
- The Director of Student Affairs position should be filled shortly, we have some good applicants
- Kristie's position will be advertised shortly as well.

By state law, all attorneys and auditors need to be reporting to the NDUS office, so the UND and NDSU auditors will be going through a transition period and will be reporting to chancellor. Members of AAC are concerned and would like clarification of whom they are supposed to utilize when their campus are in need of legal advice or assistance with procedure/policy issues.

**Cabinet, SBHE, Legislative Committee & Other Reports – Hillman**

Mike spoke at the July Cabinet meeting about DPI's decision relating to the adoption of Common Core curricular and assessment standards, noting that upcoming changes present a need to examine specific aspects of Pathways and an opportunity for the NDUS to coordinate with DPI. President Kelley suggested that the academic deans should be engaged in communication on an ongoing basis, and that this could
give rise to a review of the Pathways admissions index. Dr. Hillman replied that the upcoming Joint Boards meeting would be a prime opportunity for discussion.

Mike advised the HLC response topic at the July Cabinet meeting and that the Presidents had input on what the letter to the HLC should state. Presidents were in agreement that the SBHE needs to acknowledge the mistakes they made in the past year with governance issues. Some Presidents emphasized that the Board’s role is to develop policy for the system to implement at its institutions, expressing that the Board should rectify conflicting policies to show good governance. Mike advised the AAC member's gravity of the upcoming HLC visit.

All academic requests approved at July 31 Cabinet and Board meeting

Strategic Planning – Hillman
NDUS Strategic Plan is required by state law and it must contain measurable goals. SBHE has made the decision to extend the current strategic plan for 1 year because Pathways does not have measurable goals and therefore cannot replace our strategic plan. Mike emphasized the State Board has every intention of moving Pathways forward, and there will be a lot of work to align Board policy with Pathways. The chancellor advised Mike to align the policy with pathways as soon as possible so that the conflicting issues can be brought back for the Board to review. Mike asks the AAC members to be prepared for the September meeting to discuss these issues so they can be addressed on September 25 during the SBHE meeting.

Dual Credit Memo/DPI Policy Change – Hillman
The memo listed clear expectations regarding the delivery of dual credit courses in North Dakota.

Higher Education Plan for Smarter Balanced Implementation – Hillman
DPI announced that Smarter Balance is the assessment that they chose over PARK. Smarter Balance has more flexibility and is more of a formative assessment. Park assessment is not completed and the development was late. Smarter balance assessment will take students 4.5 hours verses PARK that took over 8 hours. Mike will be working on a plan that works with common core state standards/smarter balance.

Vertical Curriculum Alignment –Carter & Dahlberg
It was funded by DPI and was used to find out how to align English and Math from HS to College for students, the rubric will be used and the results were positive. The facilitation came from ACHIEVE which is affiliated with Park and now we are going with Smarter Balance so we will be looking at having an affiliation/join ACHIEVE.

ND Placement and remediation – Copas (Missouri River Educational Cooperative)
This will start slow so we can clearly identify students that have not meet the ACT guidelines. The intent is to get kids better equipped for college. The colleges would accept the compass score as it is and work with the student. There would be some funding for preparation of a student. The compass would be officially transferred to the institutions just like official transcripts. Lisa will provide feedback to Aimee after the AAC members get some time to visit with other campus officials about this. Aimee and Rosie will look into the possibility of recording the score on e-transcript.

NDUS/IT Topics – Kloberdanz
Academic License Agreements – Handout, still seeking input on agreement with Adobe, Higher Education is very unhappy with Adobe, institutions may want to look at other options. Handout on Smarthinking Online Tutoring Service, tutor.com is focused on k-12, Rosie would like to proceed with doing system wide contract. Rosie will do estimates and send them out to the members. MyLabs is still being used, looking for input on whether we need anything broader.

Summer GERTA Approvals – Johnson
Approved – as presented.
Registrar Feedback to Instructional Codes - Johnson/McNaughton
Council members were asked to retain original codes attached to each method of instruction, currently in use, because it impacts the reports. The programmers cited that the time to update codes in reporting would be lengthy. The list of instructional codes, no longer used, are scheduled to be phased out with an effective date of Summer 2014. NDSU requested permission to exclude two codes schedule for inactivation for further use. A motion recommending the use of the original codes, as requested, was made by Haught and seconded by Halvorson. No motion was made in response to the request from NDSU.

WICHE Interstate Passport Agreements –Johnson
Lisa provided a recap of the WICHE Interstate Passport initiative—mentioning the participation of five-states. She continued, citing that four ND institutions participate in the voluntary initiative. Campuses are encouraged to contact Lisa for more information, the status of your institution, concerns from your institution, or to visit with faculty leading this grass roots, faculty-led initiative.

Academic Forgiveness Policy –Johnson
Lisa distributed a matrix summarizing the academic forgiveness policies across the state.

Global Service Indicator (student financials) – Johnson
Access would be systemwide, can be used in a case where a student has an unresolved past due at one campus, other campuses would be aware of it. Members expressed concerns about the language and the dollar amount listed when a student would be put on hold. Members indicated that this might cause more barriers on students, instead of making it easier on them to move from campus to campus. Most AAC members did not agree with this and requested more information and to table it until the next meeting.

Data Inconsistencies – Thorsen
AAC members are asked to turn in their priorities within two weeks (Aug 23rd ) so that the information can be compiled with SAC and Administrative prioritization of inconsistencies.

SBHE Policy 402.1 & 402.2 – Johnson
Lisa will draft edits to both for consideration of the Council.

SBHE Policy 830.1– Johnson
Lisa will contact Laura Glatt for additional detail and send to Council members via email.

SBHE Policy 440 Enrollment Reporting – Johnson
Edits to this policy were a result of recommendations from the Auditor’s office suggesting clarification on what constitutes payment, thus confirming enrollment for a particular term.