Academic Affairs Council Meeting Minutes - Approved
NORTH DAKOTA UNIVERSITY SYSTEM

November 5, 2013  10:00am – 4:00pm
BSC Horizon Building Conference Room

Members present: Larry Brooks (DCB), Margaret Dahlberg (VCSU), Drake Carter (BSC), Cynthia Pemberton (DSU), Brett Johnson (UND), Josh Riedy (UND), Lenore Koczon (MiSU), Keith Stenehjem (MaSU), Wanda Meyer (WSC), Lisa Feldner (NDUS), Barbara Bang (NDSCS), Lloyd Halvorson (LRSC), Bruce Rafert (NDSU), Mike Hillman (NDUS), and Lisa Johnson (NDUS).

Introductions and Other Items
- Introduction of Brett Johnson, NDSA representative to the AAC.
- Announcement that DSU in no longer “on notice” with the Higher Learning Commission
- Update regarding recent ND General Education Summit at BSC on November 1, 2013
  - GERTA II - well received by Summit participants; questions remain
    - Deadline for implementation has been extended for further review and feedback
    - Spring 2014 Summit will be hosted at DCB on Friday, April 4, 2014
- WICHE Interstate Passport – Phase I complete. Hillman thanked participating campuses.

Agenda and Minutes
- Request to add Stage II request from NDSU for an American Indian Public Health Resource Center to the agenda
  - Motion by Carter to approve the request from NDSU and the proposed agenda; second by Dahlberg to approve.
- Approval of the November AAC agenda by consensus
- Motion by Koczon to approve the October minutes (with no suggested edits); second by Meyer. Motion carries unanimously.

Curricular Requests

Stage I Requests - None presented.

Stage II Requests
1. DSU – Kindergarten Concentration via Distance Education
   Motion by Rafert; second by Carter; motion carries unanimously.

2. DSU – BSE Degree in Business Education via Distance Education
   Motion by Brooks, second by Meyer; motion carries unanimously.

3. DCB – Program title change from Paraeducation to Paraprofessional Educator
   Motion by Dahlberg, second by Pemberton; motion carries unanimously.

4. NDSU – Master of Managerial Logistic
   - Change in program requirements
   - Request for approval for delivery via distance education
• Request for approval of program fees
  Motion to approve Dahlberg, second by Stenehjem; motion carries unanimously.

5. NDSU – Request for a new Center: American Indian Public Health Resource Center
  Motion by Dahlberg, second by Pemberton; motion carries unanimously.

Council Updates

NDSA – Brett Johnson
• NDSA compiling a list of concerns related to implementation of Pathways. Brett will share
  that list of concerns more formally with AAC when available.

SAC – Hillman
• Becky Lamboley is coordinating mental health support services across campuses using legislative funds assigned to the NDUS
• Lisa Johnson reported that United Healthcare Insurance was selected among four respondents to the RFP to provide student health insurance beginning January 1, 2014.

Cabinet, SBHE, Legislative Committee & Other Reports – Hillman
• Higher Education Funding Committee at VCSU on November 20, 2013.
• Next Cabinet meeting scheduled for November 20, 2013
• Next SBHE meeting scheduled for November 21, 2013
• Clarification of implementation of developmental coursework delivery by community colleges: “No specific timeline for implementation at this time.”

Council Review/Discussion

1. Implementation of Pathways Matrix - Hillman
• Data collection – Deadline of November 15 for the purpose of preparation for the November HEFC, Cabinet, and SBHE meetings
  o With the aid of campus institutional researchers, the NDUS will provide the data and campuses will offer suggestions in terms of a recommended scores
• Policy Recommendations
  o Discussion regarding new ND common core state standards versus the use of ACT/SAT scores in the consideration of admission.
  o Hillman reviewed the Pathways to Student Success implementation matrix highlighting areas that will continue to require the attention of the AAC.
  o AAC members asked Hillman to contact Laura Glatt for clarification on the implementation date for the unsubsidized dual credit tuition rate. Reference letter by Chancellor Skogen.

2. Reporting of students in collaborative, developmental only courses – Hillman
• Hillman reported that the NDUS continues to report students enrolled in development courses in compliance with SBHE policy following IPEDS guidelines. For media and other purposes, the NDUS recently produced an enrollment report for campuses that incorporates the enrollment of students enrolled only in developmental course as well—including those collaboratively enrolled at other NDUS host institutions.

3. SBHE Policy 430.1 – Criteria and timelines for the award of Honorary Degrees – Hillman
Motion by Pemberton that AAC members will review narrative provided from the AAC Guidebook and be prepared to supply edits and support moving this section of the Guidebook to NDUS procedures; second by Rafert. Motion carries unanimously.

4. Dual Credit
   - Discussion regarding use of the “Early Enrollment” and “Dual Credit” admit types
   - Will be placed on subsequent AAC agenda
   - 402.3.1 Dual Credit Enrollment Applications
   - 402.3.2 Delivery of Dual-Credit College Courses

5. House Resolution 3009: Study of open textbooks
   - 3009: Legislative study of use of open textbooks in the NDUS--
   - 3013: Urges SBHE and faculty members to increase use of open textbooks--

6. Organization/submission of campus articulation agreements – Johnson
   - http://www.ndus.edu/makers/procedures/ndus/default.asp?PID=271&SID=56&printable=1
   - Johnson asked Council members to forward the campus link(s) to articulation agreements so she can post them on the NDUS website

7. NDUS Documentation of academic requests to date.
   Johnson reminded Council members that academic requests were sent in an attached spreadsheet in case anyone was looking for program approval details.

Announcements

2013 - Future AAC Meetings

- December 3, 2013 10:00 am – 4:00 pm  Face-to-face, BSC Horizon Conference Room
- 2014 Proposed Schedule of AAC meetings