Student Affairs Council Minutes
NORTH DAKOTA UNIVERSITY SYSTEM

February 3 2014 10:00 a.m.-12:00 p.m.
Bismarck State College
National Energy Center of Excellence Building Room 335
If Needed: 701-328-1620 or 701-777-5900; Passcode: 140626#

Members Present: Dr. Donna Fishbeck (Bismarck State College), Dan Davis (Dakota College Bottineau), Pattie Carr (Dickinson State University), Dr. Randy Fixen (Lake Region State College), Dr. Ray Gerszewski (Mayville State University), Dr. Philip Parnell (North Dakota State College of Science), Dr. Prakash Mathew (North Dakota State University), Dr. Lori Reesor (University of North Dakota), Dr. Vitaliano Figueroa (Valley City State University), Heather Fink (Williston State College), Collin Hanson (North Dakota Student Association), Becky Lamboley (North Dakota University System), and Nancy Green (North Dakota University System).

A. Business Meeting
- Review and approval of the agenda
  Recommendations for changes to the draft agenda were asked. There were no recommendations. The agenda was approved.
- Approval of the January SAC minutes
  **It was moved** by Dr. Gerszewski, seconded by Dr. Fixen, to approve the Student Affairs Council minutes. The motion carried.

B. Discussion
1. Title IX: Sexual Misconduct Compliance Kit – Becky Lamboley

Ms. Lamboley went over the Title IX: Sexual Misconduct Compliance Kit. The Kit is a guide for the campuses. A coversheet has a list of what is in the packet. The compliance checklist document in the packet was formatted in the same way as the EDGAR 86 compliance checklist, as per the requests of this group, and outlines each of the Federal requirements. Dr. Reesor asked if the checklist/compliance kit is something that NDUS is asking each campus to complete and submit. Ms. Lamboley indicated that it was not, it is intended to serve as a guide to insure that each campus is in compliance with the federal regulations. Ms. Lamboley also indicated that she is able to aid any campus as they move forward in bringing their campus into compliance. NDUS General Counsel is currently reviewing the compliance kit; Ms. Lamboley will notify the group if there needs to be any changes to the kit, which is only in draft form.

Notable are the training requirements for all new students and all new employees. The Dear Colleague letters and Campus SAVE Act do not define what “new students” or “new employees” mean (i.e. first time first year students, or any new student? Full time benefited new employees or any new student part time employee?) As a Council, we will need to decide how we move forward with the training. Ms. Lamboley has, while referencing the training that NDSU currently has, created a blank paper-point with the key points that are required to be covered. While true, recognizing the signs and symptoms, and how to be a safe and effective bystander are really a separate training in and of itself. Ms. Lamboley asked the Council for their insight and thought.

Dr. Fishbeck asked the Council what type of training their campuses have had. Dr. Reesor shared that UND has begun training with faculty and staff but have not moved to the larger campus yet. Dr. Reesor feels nervous that the campuses will be under more scrutiny. The public needs to realize that campuses are following Title IX guidelines. Ms. Lamboley indicated that the kit is intended to aid the campuses in coming into compliance with the Title IX Requirements.

Ms. Lamboley asked what the group’s first impression of the materials are and if there are other things that they would like to have that is not included in the packet. She received no response.

Ms. Lamboley reviewed the grievance compliance summary, flowchart and checklist, indicating that these
documents were designed with the intent that campuses can refer to them when an allegation has been reported on their campus to ensure that they are taking all necessary steps in addressing the situation.

The group indicated that they would like time to review the compliance kit and come back to the topic at the next SAC meeting.

Dr. Mathew stated the packet Ms. Lambole put together is good. Ms. Lambole reiterated the packet can be individualized by the campuses. She will email an electronic copy of the packet to the Council and is available for assistance if needed.

C. Council Updates
   1. Student Health Insurance Plan – Becky Lambole
      Since the last meeting, a payment plan for domestic students has been negotiated with UHC and students have been responding positively to this change. Chancellor Skogen would like to see a monthly option in place and Ms. Lambole is continuing to pursue this option for the next year. Ms. Lambole has received significantly fewer phone calls and emails following this change.

      The open enrollment period did end as of January 30, 2014, last week Thursday.

      Ms. Lambole reminded the group that they are able to provide United Healthcare with feedback and recommended changes prior to the start of the next student health insurance plan in August for the next academic year. Ms. Lambole asked if the group had any feedback or changes they would like to bring forward.

      The Council agreed to continue to pursue a monthly payment plan option for domestic student. The Council is also concerned that the start date for the next plan is August 16, 2014; student athletes (and some other select students for some campuses) will begin arriving on campus as of August 1, 2014 and will need coverage. Ms. Lambole agreed that this is an issue and will bring it forward to United Healthcare in seeking a solution.

      Dr. Reesor indicated that she is concerned that the process will begin too late or take too long, much like the situation we were in for the start of the current plan, for the plan that will start in August. Dr. Reesor also stated that it should be NDUS who conducts the majority of this work, not the committee that was assigned. This resulted in significant hours spent on this project from one of her staff members. Dr. Reesor also indicated that there should be a different committee now that the work of finding a new provider has been conducted; the new committee should focus on implementation.

      Ms. Lambole’s goal is to have something in place by the next meeting. In March there should be answers from United Healthcare.
      The Council agreed that Ms. Lambole will email the original committee seeking their feedback and suggested recommendations, with a copy to SAC.

   2. Mental Health – Becky Lambole
      Regarding Mental Health First Aid (MHFA): $22,000 is allocated to provide MHFA training to the campuses. The Task Force made the decision to use current MHFA instructors within the state to provide this training to the campuses rather than to bring someone else in. Because of this, there is additional funding to send more personnel to become instructors. At this time, Dr. Erin Klingenberg from Valley City State College and Dr. Lisa Eriksmoen from Minot State University have expressed interest and submitted their applications. If there are personnel on your campuses whom you feel would have interest, please let Ms. Lambole know. The training (including travel, etc.) is fully funded.
There are two caveats to keep in mind regarding those who become instructors: first, they will need to lead three training sessions per year to maintain their status as an instructor, and second, they will be asked to aid in providing training to all of our campuses.

Dr. Reesor expressed concern in training more MHFA instructors in the state if it meant that their Counselors would have less time to be counseling students. Dr. Reesor indicated that she believes there are other trainings that are available that may be of more value. Ms. Lamboley indicated that she would bring this feedback to the Task Force.

Regarding Psychiatric Services:
Ms. Lamboley and Dr. Bill Burns (NDSU), chair of the Mental Health Task Force -were able to have a conversation with Dr. Feldman, a provider through Altru Health Services, who currently provides psychiatric services for UND students. As of December 1, 2013 UND made the shift to providing this service via telemedicine.

Following the conversation with Dr. Feldman, it was made very clear that the best way to begin implementing this service will be one campus at a time.

Regarding After Hours Crisis Intervention:
Ms. Lamboley indicated that she utilized the data provided from FirstLink regarding how many calls they received from the NDSU and UND campuses to estimate how many calls FirstLink would likely receive from each of the NDUS campuses. It is estimated that approximately 3% of each campus’ student population will make use of the FirstLink service. Ms. Lamboley has provided FirstLink with this estimate and is waiting for a cost estimate.

3. Employee Tuition Waiver Task Force – Becky Lamboley
Ms. Lamboley met with Interim Chancellor Skogen, the Chief of Staff Dr. Murray Sagsveen, Dr. Laura Glatt, and Dr. Sonia Cowen. The Chancellor agreed to seek legislative funding for this purpose. At this time we are unsure if this will be successful or not but believe it is worth a try.

Dr. Lisa Feldner has tried to pull information for us a number of times regarding how many employees are currently enrolled in distance or hybrid courses and has been unable to pull this information centrally. The information needs to come from the individual campuses. The Chancellor has asked Dr. Laura Glatt to step in and aid in estimating what costs should be expected if the tuition waiver policy is expanded to allow an option for distance and hybrid courses, whether it is the campuses providing the courses pay 1/3, the employee paying 1/3, and the employer paying 1/3. It could also be something completely different. The decision was made to hold off on moving forward with any recommendations until the data has been collected and costs have been estimated.

4. NDSA – Colin Hanson
The North Dakota Student Association was unable to meet as originally planned on January 24-25, 2014 due to weather. The exec committee was able to have a short meeting allowing for all execs to give updates. The ConnectND fee was the biggest topic of discussion along with the student health insurance plan.

5. Safety and Security Questions on Admissions Application – Lori Reesor
Dr. Reesor asked to table this topic.

D. Announcements
   1. Reports and Exchange of Best Practices
      There were no reports.
2. Campus Call for future agenda items

E. Future SAC Meetings

1. February 3  1:00PM-5:00PM  Joint AAC/SAC
2. March 13   1:00PM-3:00PM  Audio Conference

Dr. Gerszewski asked about updates on the Retention Summit. Ms. Lamboley reported there will be a meeting this week regarding the Summit.

The meeting adjourned at 10:58 a.m.