Student Affairs Council Meeting Minutes
NORTH DAKOTA UNIVERSITY SYSTEM

Thursday, 10 July 2014 1:00 p.m. – 3:00 p.m.
Teleconference via Phone

Student Affairs Council members participating: Dr. Donna Fishbeck (Bismarck State College), Mr. Dan Davis (Dakota College Bottineau), Dr. Randy Fixen (Lake Region State College), Dr. Ray Gerszewski (Mayville State University), Mr. Dan Jenkins (Minot State University), Ms. Barb Mund (North Dakota State College of Science), Dr. Timothy Alvarez (North Dakota State University), Dr. Lori Reesor (University of North Dakota), Dr. Vitaliano Figueroa (Valley City State University), and Ms. Wanda Meyer (Williston State College).

Members Absent: Pattie Carr (Dickinson State University) and Mr. Blayd Sanders (North Dakota Student Association).

NDUS staff participating: Ms. Rhonda Schauer, Dr. Sonia Cowen, Ms. Becky Lamboley, Ms. Lisa Johnson, and Ms. Nancy Green.

Approval of Minutes
Motion: To approve the 12 June 2014 Minutes.
   Moved: Dr. Figueroa
   Seconded: Dr. Gerszewski
   Action: Approved unanimously.

Approval of Minutes
Motion: To approve the Joint AAC/SAC 7 May 2014 Minutes with revisions.
   Moved: Dr. Reesor
   Seconded: Dr. Fixen
   Action: Approved unanimously.

Approval of Agenda
Motion: To approve.
   Moved: Dr. Reesor
   Seconded: Dr. Alvarez
   Action: Approved unanimously.

Council Business
Veteran Tuition Waiver
Ms. Schauer reported the Veterans Tuition Waiver report will be updated at the end of each semester by certifying officials on each campus. A suggestion was made to post the information on the NDUS website with links to benefits.

Discussion took place regarding the proof of residency process for ND veterans applying to NDUS campuses. Currently, veterans are required to provide proof at each respective NDUS institution they are applying to.
Motion: To create a central location via NDUS for proof of residency for ND veterans. If someone is not on the ND Veterans registry, Ms. Schauer will contact the VA for verification.

Moved: Dr. Gerszewski
Seconded: Mr. Davis

Discussion: Ms. Schauer will contact the campus certifying officials to establish the new process for verification of ND veteran residency.

Action: Approved unanimously.

Draft NDUS Procedure 402.3.2 Delivery of Dual Credit College Courses
Ms. Johnson reported there were numerous edits to procedure 402.3.2—mostly to align with current practices. The term dual credit has been replaced with the phrase "high school students enrolled in college courses". This was an attempt to clarify that all students receive college credit for the successful completion of college/university coursework. Dually receiving credit at the high school for the college/university enrollment is under the purview of the high school and the ND Department of Public Instruction. References to guidelines pertaining to the award of high school credit were removed. Discussion and approval of the proposed edits will be on the August AAC and SAC agendas.

Proposed deletion of NDUS Procedure 402.3.1 Dual Credit Enrollment Application
Ms. Johnson announced that the Admissions/Recruitment User Group pointed out that this procedure is no longer necessary. NDUS and the ND Department of Public Instruction determined that a separate application for dual credit enrollment was no longer necessary. Students complete a regular undergraduate application for admission, indicating their status as a high school student enrolled in college courses. College/university data associated with high school students enrolled in college/university courses can be filtered from the larger NDUS student information system based on their admit type.

Reports and Updates

Pathways
Dr. Cowen expressed the Admissions Index Task Force presented very well at the SBHE 26 June meeting. The vision is for the presented proposal to become part of the Strategic Plan to be discussed at the SBHE retreat 30-31 July. The anticipation is that the SBHE will adopt the Admissions Index proposal as presented. Noel-Levitz will do a review of the Admissions Index Task Force recommendations at the request of a board member.

Diversity Council
Ms. Lamboley brought the questions from the June SAC meeting discussion forward to the Chancellor, Mr. Sagsveen, and Ms. Donlin. The Diversity Council is being reactivated. The Chancellor will ask campus presidents to select a representative to serve as a member of the Diversity Council on behalf of each respective campus. Chancellor Skogen will also designate a member of the Chancellor’s Cabinet to serve as a liaison and has asked Ms. Lamboley to serve as the NDUS representative. Chancellor Skogen has suggested that the Diversity Council members select a president, vice president, secretary, and treasure and has asked Ms. Lamboley and Mr. Sagsveen to draft council procedure.

During discussion, SAC members suggested that the Diversity Council stand and function the same as any other council (i.e. SAC, AAC, etc.). Ms. Lamboley indicated that she would bring this feedback to the Chancellor for his approval.
**Student Health Insurance Plan**
Ms. Lamboley reported the annual year and fall enrollment period begins 17 July and will continue through 10 September. Ms. Lamboley, per the request of the Student Health Insurance Plan workgroup, will send an email out to all NDUS students indicating that the enrollment period will soon begin. SAC asked that the email be sent in early August.

**Title IX: Sexual Misconduct**
Ms. Lamboley disclosed an email was sent to the Title IX campus representatives stating that a task force is in the process of being established and provided a survey to gather information regarding where the campuses are with Title IX efforts and to begin gaging needs. She is hopeful that the task force will hold their first meeting prior to the start of the fall semester.

**Mental Health**
Ms. Lamboley stated that they are getting close to implementing psychiatric services through telemedicine at MiSU. The Mental Health Task Force is in the process of setting up times to view Blackboard Collaborate, the technology we are hoping to use for this service.

Behavioral Intervention Team training is scheduled for 16-17 September. Ms. Lamboley updated the Chancellor’s Cabinet on 9 July and Chancellor Skogen will send the invitations out to the presidents this week or next. The location- Capitol building - and hotel rooms have been reserved.

The contract with FirstLink in Fargo for after-hours crisis intervention has been approved by General Counsel and is waiting on signatures. The service is on schedule to launch this fall.

Mental Health First Aid training dates will be discussed at the next Mental Health Task Force meeting on 14 July. Task Force representatives will be asked to determine fall training dates for their campus.

**Substance Abuse Prevention**
The Governor’s Prevention Advisory Council met recently, of which Ms. Lamboley is a member on behalf of NDUS. During the meeting, Ms. Lamboley learned that the current ND Medical Amnesty Law is again looking to be expanded to include drugs other than alcohol.

**NDSA**
No report was available. Ms. Lamboley indicated that she has been in contact with the NDSA Chief of Staff regarding the struggle to contact both the SAC and NDHCESAP NDSA representatives.

**Campus Reports and Exchange of Best Practices**
Lisa Erwin, the vice chancellor for student affairs at the University of Minnesota-Duluth has been invited to Grand Forks on 26 September to provide professional development. She has expertise in public policy, was in DC assisting with the sexual assault work, and has done quite a bit of work on assessment. Dr. Reesor will provide more details as they arise.

**Institutional Initiatives**
The campuses had nothing to report.
Other Business

Future Agenda Items
An updated SAC calendar has been emailed with dates up to July 2015. It accommodates the request to move the SAC meetings to the first Thursday of the month starting 4 September. A suggestion was made to meet jointly with AAC on 3 September and possibly December. The Council expressed that meeting face-to-face in September will be quite challenging for many of the members. It was suggested to meet jointly in October and again in April 2015. Council members also asked if the SAC meetings could be sent via Outlook calendar invites.

Motion: To adjourn.
Moved: Dr. Fixen
Seconded: Dr. Alvarez
Action: Approved unanimously. The meeting adjourned at 2:11 p.m. CDT.