Student Affairs Council Meeting Minutes
NORTH DAKOTA UNIVERSITY SYSTEM

Thursday, 6 November 2014 1:00 p.m. – 3:00 p.m. CDT
Teleconference via Phone

Student Affairs Council members participating: Dr. Donna Fishbeck (Bismarck State College), Mr. Dan Davis (Dakota College Bottineau), Ms. Marie Moe (Dickinson State University), Dr. Ray Gerszewski (Mayville State University), Mr. Kevin Harmon (Minot State University), Dr. Philip Parnell (North Dakota State College of Science), Dr. Timothy Alvarez (North Dakota State University), Dr. Lori Reesor (University of North Dakota), and Dr. Vitaliano Figueroa (Valley City State University).

Members Absent: Mr. Lloyd Halvorson (Lake Region State College), Ms. Heather Fink (Williston State College), Mr. Blayd Sanders (North Dakota Student Association), and Dr. Sonia Cowen.

NDUS staff participating: Ms. Brenda Zastoupil, Ms. Lisa Johnson, Ms. Becky Lamboley, and Ms. Nancy Green.

Guests: Ms. Stephanie Shock (Lake Region State College).

Approval of Minutes

Motion: To approve the 4 September 2014 minutes.
   Moved: Dr. Figueroa
   Seconded: Dr. Alvarez
   Action: Recommended for approval.

Council Business

ACAC’s November 2014 Event -- Ms. Brenda Zastoupil
The American College Application Completion (ACAC) campaign and the Free Application for Federal Student Aid (FASFA) completion project are two projects the Chancellor was approached with earlier this year. The Bank of North Dakota and the North Dakota University System (NDUS) are cosponsoring the projects. Both projects are geared toward meeting high school students while still in high school where they have their support team encouraging them to think of higher education as an option following high school. The projects encourage application to a college and then follow-up with completion of the FAFSA in spring, both of which are critical steps toward post-secondary enrollment. The first North Dakota College Application Week will be 17-21 November 2014 and will be piloted and hosted at the Magic City Campus in Minot. The projects will open up to the rest of state in 2015.

Ms. Zastoupil will do a follow-up at a later date regarding how the event went at Magic City Campus in Minot.

PAR and Starfish/Hobson’s programs – Dr. Lisa Feldner
This topic will be moved to the 2 December 2014 SAC meeting.

Common Application Summary of Council Member Suggestions – Ms. Lisa Johnson
Ms. Johnson works as a liaison with the Admissions Group working on the applications for each academic year. At the Joint Academic Affairs Council (AAC)/Student Affairs Council (SAC) meeting of 6 October, the councils decided to go back to their respective campuses and gather more feedback from
the people that work more closely with application materials and other areas of the campus. Council members agreed that they would then email their feedback to the NDUS office. Ms. Johnson presented the gathered information to AAC on Tuesday, 4 November where the members adopted all suggestions with some modifications.

During the Joint AAC/SAC meeting, there was discussion regarding whether or not campuses should request students to disclose any juvenile records as a part of the background check administered during the application process. A suggestion was made that the Admissions group look at this issue.

SAC would like to know what the admissions needs and wants are, and how they compare to student affairs needs and wants. The council suggested to continue this conversation during the December Joint AAC/SAC meeting, and that a general counsel member be present.

**Student Discipline Information Sharing -- Ms. Becky Lamboley**

Ms. Lamboley reported this was a topic during the most recent Title IX Task Force meeting. The members agreed that if a student was involved in a Title IX allegation that was founded, and received sanctions the receiving institution should be provided with this information. Receiving institution should also be aware if the student is involved in a Title IX allegation that is still under investigation. How this is and should be done will continue as an ongoing discussion.

**Reports and Updates**

**Admissions Task Force -- Ms. Becky Lamboley**

Dr. Cowen informed Ms. Lamboley that there have been no changes since the last time the Admissions Index was presented to SAC. The Admissions Index is to be on the next State Board of Higher Education (SBHE) agenda. The council requested additional information regarding what is needed of the Admissions Index Task Force in preparation of the upcoming SBHE meeting. Ms. Lamboley stated that she would gather this information and be sure that the Task Force is updated accordingly.

**Title IX: Sexual Misconduct -- Ms. Becky Lamboley**

Ms. Lamboley reported that the final tally for the system-wide Title IX training is 110 participants. NDUS will be sending participants as well and pay an equal part of the costs associated with the training. A flat rate was decided upon by a vote of 10 to 1 by the Title IX Task Force. Ms. Lamboley is contacting the trainers to secure dates and to ask if the training could be streamed via IVN.

The Title IX Task Force is discussing the best way to go about administering a campus climate survey, which will become a federal requirement that is to go into effect in 2015. Some campuses have already administered or begun to administer their survey. The Task Force will continue to discuss the pros and cons of asking at least some campus climate survey questions across the system to collect aggregate data.

**Substance Abuse Prevention -- Ms. Becky Lamboley**

Ms. Lamboley shared that the campus administration of the CORE Alcohol & Other Drug survey is wrapping up. Campuses found it easier to administer this time around. Preliminary results should be out around January. A graduate-level research assistant will be hired through funding provided by the Campus Tobacco Prevention Project with the Department of Health to assist with the data analysis of both the CORE survey and the campus data we’ve collected through the electronic-CheckUP To Go.
The Education Department General Administrative Regulations (EDGAR) 86 Compliance documents are being updated. This year the biennial review is due to Ms. Lamboley by 31 December 2014. Ms. Lamboley stated that the 2012 Biennial Reviews are in excellent shape and she encouraged campuses to conduct their review and simply update their 2012 Biennial Reviews accordingly.

NDSA -- Mr. Blayd Sanders
Mr. Sanders was not available to report.

Campus Reports, Institutional Initiatives, and Related Issues
The campuses had no reports.

Other Business
Future Agenda Items
Mr. Murray Sagsveen and Ms. Lamboley met with the Department of Health earlier this week and drafted a procedure regarding Ebola. It states if a campus becomes aware of a student or employee who has been exposed to or has been exposed and is presenting with signs and symptoms of Ebola, the campus shall immediately contact the Department of Health and follow directions given by the Department of Health.

The council asked for an update regarding the Diversity Council, which they understood would be reconvened. Ms. Lamboley stated that Chancellor Skogen will send out an email to all the campus presidents requesting members for the Diversity Council. Once this has been done, Ms. Lamboley will arrange regular meetings and so on.

Motion: To adjourn.
Moved: Dr. Alvarez
Seconded: Dr. Gerszewski
Action: Recommended for approval to adjourn. The meeting adjourned at 1:56 p.m. CDT.