Student Affairs Council Meeting Minutes  
NORTH DAKOTA UNIVERSITY SYSTEM  

Monday, 1 December 2014 12:00 p.m. – 1:00 p.m.  
Phone Conference  

Student Affairs Council members participating: Dr. Donna Fishbeck (Bismarck State College), Ms. April Abrahamson (Dakota College Bottineau), Ms. Marie Moe (Dickinson State University), Mr. Lloyd Halvorson (Lake Region State College), 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), Dr. Vitaliano Figueroa (Valley City State University), and Ms. Heather Fink (Williston State College).  

Members Absent: Mr. Dan Davis (Dakota College Bottineau), Mr. Blayd Sanders (North Dakota Student Association), and Dr. Sonia Cowen (North Dakota University System).  

NDUS staff participating: Ms. Becky Lamboley, and Ms. Nancy Green.  

Guests: Dr. Lisa Feldner, Ms. Lisa Johnson, and Dr. Richard Rothaus (North Dakota University System).  

Approval of SAC’s 6 October 2014 Meeting Minutes  
Motion: To approve.  
Moved: Mr. Harmon  
Seconded: Dr. Figueroa  
Action: Recommended for approval.  

Approval of Joint AAC/SAC 6 October 2014 Meeting Minutes  
Motion: To approve with Mr. Halvorson’s name corrected.  
Moved: Mr. Harmon  
Seconded: Dr. Alvarez  
Action: Recommended for approval.  

Council Business  
Straighterline – Ms. Lisa Johnson  
Ms. Johnson reported that Straighterline is an online instructional provider of courses. Straighterline not an accredited institution, but rather forms articulation agreements with accredited institutions assuring students transferability of coursework to partner institutions. SBHE Policy 402.4 permits acceptance of courses of this nature upon individual review and according to institutional policies that are developed surrounding Board policy. The Council for Adult and Experiential Learning (CAEL) indicated that community colleges are most receptive to reviewing comparability of coursework from non-accredited institutions and organizations. Ms. Johnson will follow up with Ms. Lamboley after the AAC meeting for the January SAC meeting.  

Reports and Updates  
PAR and Starfish – Dr. Lisa Feldner  
Dr. Feldner reported a $1.3 million request for Predictive Analytics Reporting (PAR) for all campuses has been submitted to the budget. The legislators have reviewed PAR and are pretty supportive. UND
has been piloting PAR. Core Technology Services (CTS) has written the scripts to upload data into PAR.

A $610,000 request for an early alert system has also been submitted. Some campuses are using Starfish and others are considering Hobson’s. Once funding has been approved, CTS will move forward. Campuses can put money toward what they have or purchase something they would like to use. Data from PAR will flow into the early alert system to alert faculty and counselors as to which students are at risk of not being retained. Money would be available in August if the request is funded.

**NDSA -- Mr. Blayd Sanders**
Mr. Sanders was not present to report.

**System-Wide Title IX Training** – Ms. Becky Lamboley
Ms. Lamboley has connected with Leslie Gomez, one of the two trainers, who confirmed they are able to accommodate the estimated 110 participants. Offering the training via IVN streaming is still being considered by the presenters. Possible training dates are in January 2015.

**Title IX Task Force** – Ms. Becky Lamboley
The Title IX Task Force has had some good discussions. One of the topics discussed is in regards to transcript notations when an alleged student is found responsible for sexual misconduct. According to General Counsel, FERPA does allow this information to be shared. Ms. Lamboley plans to meet with the registrars and admissions group for their input at the request of the Task Force. It was asked if all campuses will be required to follow the same sharing of information across the system as an informal decision or is a policy/procedure needed. Ms. Lamboley stated that at this there is no system wide expectation, however this is a discussion item that she will bring back to the Task Force. Some campuses currently make a transcript entry, however it is not known if this practice is system wide.

At this time, incoming students self-disclose sexual misconduct on the admissions application. General Counsel is working on how the system handles different scenarios and how to differentiate between a criminal record versus a campus record.

**NDHECSAP** – Ms. Becky Lamboley
The CORE Alcohol, and Other Drug survey administration has been completed by most of the campuses. When all the surveys have been completed, the Core Institute will analyze the results and give a general review of the data. Ericka Wentz will be hired to once again do the data assessment, as she has done this the last two times the survey was administered. She will also analyze the e-CheckUP To Go data, which has not been analyzed previously. Funding for Ericka’s position is through the North Dakota Department of Health (ND DoH) and our participation in the Campus Tobacco Prevention Project.

Biannual Reviews, which are federally mandated through EDGAR 86, are due to Ms. Lamboley at the end of the month. The reviews of 2012 were really excellent so Ms. Lamboley has suggested that campuses conduct a review of their programs and simply update their 2012 Biennial Review.

**Mental Health** – Ms. Becky Lamboley
Mental Health First Aid courses have gone well with great participants’ engagement. Funding is available to provide one 8-hour course each semester on each campus. Trainers are working on scheduling courses for this spring 2015.
There are some providers who have expressed interest in providing psychiatric services on campus. Ms. Lamboley is working with Williston State College and Minot State University to implement psychiatric services. Dr. Lisa Feldner may have found a free electronic prescription software. Once this piece of the puzzle has been sorted out, NDUS will be able to implement psychiatric services to the remaining campuses. It has also been confirmed that the IVN technology meets the appropriate HIPAA compliance requirements to provide these services via telemedicine.

**Student Health Insurance** – Ms. Becky Lamboley

Students are beginning to ask about spring enrollment. Ms. Lamboley is working with United Healthcare to set up the spring enrollment period.

Student employees who are eligible for the ACA student employee health insurance plan have received notification that they are eligible for this health insurance. A question and answer document has been developed and shared with student employee and student health insurance plan campus contacts, respectively. Ms. Laura Glatt and Ms. Lamboley are the contacts for any questions or concerns a campus may have.

**Ebola** – Ms. Becky Lamboley

Attached you will find a drafted Policy and Procedure regarding Ebola. Mr. Murray Sagsveen and Ms. Lamboley met with the ND DoH, who provided an update regarding what we have learned since we last met in August 2014. The procedure, drafted by Mr. Sagsveen, states each campus must have one person who serves as the Ebola campus contact. Should the campus become aware of a student who has been exposed or has been exposed and is presenting with symptoms, they must immediately notify ND DoH. The ND DoH and NDUS are asking that the campus then follow ND DoH directions.

The attached policy has been drafted to have a foundation in place should any other highly contagious infectious disease requiring monitoring, etc. become a public health issue to our campuses. Ms. Lamboley drafted this policy and asked members for their feedback.

Members expressed concern with moving forward with a new NDUS procedure that is written in a manner that it would be temporary (once the current Ebola situation is controlled, the procedure will no longer be needed). Instead, members suggested that the currently drafted procedure become a directive of NDUS campus issued by NDUS and that the SBHE policy move forward. The policy will be forwarded to the AAC for the 2 December agenda and the Human Resource Council for feedback. Ms. Lamboley will email the information to SAC before moving forward.

**Motion:** To move forward with the proposed SBHE policy regarding infectious disease, not move forward with the proposed NDUS procedure, and to continue with current campus-specific procedures.

- **Moved:** Dr. Fishbeck
- **Seconded:** Dr. Parnell
- **Action:** Recommended for Academic Affairs Council and Human Resource Council review approval.

**Motion:** To adjourn.

- **Moved:** Dr. Alvarez
- **Seconded:** Dr. Parnell
- **Action:** Recommended for approval to adjourn the meeting at 1:01 p.m. CST.