Joint Meeting of
Academic Affairs Council and Student Affairs Council Meeting Minutes
NORTH DAKOTA UNIVERSITY SYSTEM

Wednesday, 1 April 2015 10:00 a.m. – 12:00 p.m. CDT
Phone Conference

Academic Affairs Council members participating: Dr. Drake Carter (Bismarck State College), Mr. Larry Brooks (Dakota College Bottineau), Dr. Cynthia Pemberton (Dickinson State University), Mr. Lloyd Halvorson (Lake Region State College), Dr. Keith Stenehjem (Mayville State University), Mr. Harvey Link (North Dakota State College of Science), Dr. Beth Ingram, (North Dakota State University), and Dr. Tom DiLorenzo (University of North Dakota).

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), Dr. Dick Jenkins (Minot State University), Dr. Phillip 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).

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

Guests: Mr. Paul Markel (Minot State University), and Dr. Julee Russell (Valley City State University).

Approval of Agenda
Motion: To approve the agenda.
Moved: Mr. Link
Seconded: Dr. Ingram
Action: Motion passes.

Council Discussion
The council members discussed recommended revisions to selected SBHE Policies and NDUS Procedures.

- SBHE 402.1 – Admission Policies - Beginning Freshmen Applicants- Certificate Program, Diploma, and Associate Degree Program
  Motion: To approve SBHE 402.1 suggested edits including striking “b” regarding immunizations.
  Moved: Dr. Ingram
  Seconded: Dr. Alvarez
  Action: Motion passes with DCB voting nay.
• SBHE 402.11 (New) – Tests of High School Equivalency
   Motion: To approve SBHE 402.11 suggested edits as both a first and second read.
   Moved: Mr. Link
   Seconded: Dr. Stenehjem
   Action: Motion passes.

❖ NDUS 402.11 (New) – Tests of High School Equivalency
   Motion: To approve NDUS 402.11 suggested edits as both a first and second read.
   Moved: Dr. Gerszewski
   Seconded: Dr. Fishbeck
   Action: Motion passes with LRSC voting nay.

• SBHE 402.2 – Admission Policies – Beginning Freshman Applicants – Baccalaureate Programs
   Motion: To approve SBHE 402.2 suggested edits as a first and second read.
   Moved: Dr. Carter
   Seconded: Dr. Alvarez
   Action: Motion passes.

❖ NDUS 402.2 – Admission Requirements for B.A. & B.S. Programs
   Motion: To approve NDUS 402.2 suggested edits as a first and second read.
   Moved: Dr. Ingram
   Seconded: Dr. DiLorenzo
   Action: Motion passes.

• SBHE 402.3 – Admission Policies – Home Educated and Other Special Categories of Applicants
   Motion: To approve SBHE 402.3 suggested edits as a first and second read.
   Moved: Dr. Carter
   Seconded: Dr. Russell
   Action: Motion passes.

❖ NDUS 402 (Renumbered to 402.3) – NDUS Guidelines for Home Educated Students
   Motion: To approve NDUS 402.3 suggested edits as a first and second read.
   Moved: Dr. Alvarez
   Seconded: Dr. DiLorenzo
   Action: Motion passes.

• SBHE 402.4 – Admission Policies – Transfer Applicants
   Motion: To approve SBHE 402.4 suggested edits as a first and second read.
   Moved: Dr. Russell
   Seconded: Dr. Ingram
   Action: Motion passes.
- **NDUS 402.4 – Admission Policies – Transfer Applicants**
  - **Motion**: To table NDUS 402.4 suggested edits.
    - **Moved**: Dr. Reesor
    - **Seconded**: Mr. Halvorson
    - **Action**: Motion passes.

- **SBHE 510 – Rights of Students Called to Active Military Service**
  - **Motion**: To approve SBHE 510 suggested edits as a first read and second read.
    - **Moved**: Dr. Carter
    - **Seconded**: Dr. Parnell
    - **Action**: Motion passes.

- **SBHE 602.3 – Job Applicant and Employee Criminal History Background Checks**
- **NDUS 602.3 – Job Applicant/Employee Criminal History Background Checks**

**NDChoose Website and Matrix**

Dr. Rothaus reported the NDChoose Website and Matrix need updates. Discussion will continue during the next AAC meeting.

The meeting adjourned at 12:08 p.m.