Academic Affairs Council Minutes
NORTH DAKOTA UNIVERSITY SYSTEM
Tuesday, 2 June 2015  9:00 a.m. – 12:00 p.m. CST
Phone Conference

Academic Affairs Council members participating: Dr. Drake Carter (Bismarck State College), Mr. Larry Brooks (Dakota College Bottineau), Mr. Lloyd Halvorson (Lake Region State College), Dr. Keith Stenehjem (Mayville State University), Dr. Lenore Koczon (Minot State University), Dr. Beth Ingram (North Dakota State University), Dr. Tom DiLorenzo (University of North Dakota), Dr. Margaret Dahlberg (Valley City State University), Ms. Wanda Meyer (Williston State College), Ms. Barb Thorsen (Council of College Faculties), and Mr. Cole Bachmeier (North Dakota Student Association).

NDUS staff participating: Dr. Richard Rothaus, Ms. Lisa Johnson, and Ms. Nancy Green.

Guests: Dr. Ken Haught, Dr. Dawn Olson (Dickinson State University), Mr. Ken Kompelien (North Dakota State College of Science).

Approval of Minutes
Motion: To recommend approval.
  Moved: Dr. Ingram
  Seconded: Dr. DiLorenzo
  Action: Recommended for approval.

Approval of Agenda
Motion: To recommend approval.
  Moved: Mr. Halvorson
  Seconded: Dr. Koczon
  Action: Recommended for approval.

Council Business
Abbreviated Stage II
Distance Education Update Notice (Requires Cabinet Review/Chancellor Approval)
- Dakota College at Bottineau’s request for an existing program to be delivered to Watford City, ND: Certificate and A.A.S. in Paramedic Technology, (CIP Code 51.0904), effective fall 2016.
  Motion: To recommend approval.
  Moved: Dr. Carter
  Seconded: Dr. Koczon
  Action: Recommended for approval.
Dickinson State University’s requests for existing programs to be delivered to the Bismarck site:
- Accounting Minor, (CIP Code 52.0301), effective fall 2015, (currently enrolled students only);
- Business Administration Minor, (CIP Code 52.0201), effective fall 2015, (currently enrolled students only);
- Business Education Secondary Minor, (CIP Code 13.1303), effective fall 2015;
- Computer Science Elementary/Secondary Education Minor, (CIP Code 13.1321), effective fall 2015;
- English Elementary/Secondary Education Minor, (CIP Code 13.1305), effective fall 2015;
- English Minor, (CIP Code 23.0101), effective fall 2015;
- Entrepreneurship Minor, (CIP Code 52.0799), effective fall 2015, (currently enrolled students only);
- History Elementary/Secondary Education Minor, (CIP Code 13.1328), effective fall 2015;
- History Minor, (CIP Code 54.0101), effective fall 2015;
- Mathematics Minor, (CIP Code 27.0101), effective fall 2015;
- Social Science Education Elementary, (CIP Code 13.1317), effective fall 2015; and,
- Non-Business Major Minors:
  - Accounting, (CIP Code 52.0301), effective fall 2015;
  - Business Administration, (CIP Code 52.0201), effective fall 2015;
  - Business Education, (CIP Code 13.1303), effective fall 2015; and,
  - Entrepreneurship, (CIP Code 52.0799), effective fall 2015.

Motion: To recommend approval.

Moved: Dr. Stenehjem
Seconded: Dr. DiLorenzo
Action: Recommended for approval.

North Dakota State University’s request for distance delivery: Bachelor of Science in Nursing (B.S.N.), (CIP Code 51.1601), effective summer 2015.

Motion: To recommend approval.

Moved: Mr. Bachmeier
Seconded: Dr. DiLorenzo
Action: Recommended for approval.

New Prefix (Requires Cabinet Review/Chancellor Approval)

Motion: To recommend approval.

Moved: Dr. Stenehjem
Seconded: Dr. Carter
Action: Recommended for approval.
Stage II

New Program: (Requires Cabinet Review/SBHE Action)

- University of North Dakota’s request for a new program: *Ph.D. in Civil Engineering*, (CIP Code 14.0801), effective fall 2015;
- University of North Dakota’s request for a new program: *Ph.D. in Electrical Engineering*, (CIP Code 14.1001), effective fall 2015;
- University of North Dakota’s request for a new program: *Ph.D. in Energy Engineering*, (CIP Code 14.9999), effective fall 2015;
- University of North Dakota’s request for a new program: *Ph.D. in Environmental Engineering*, (CIP Code 14.1401), effective fall 2015;
- University of North Dakota’s request for a new program: *Ph.D. in Geological Engineering*, (CIP Code 14.3901), effective fall 2015; and,
- University of North Dakota’s request for a new program: *Ph.D. in Mechanical Engineering*, (CIP Code 14.1901), effective fall 2015.

**Motion:** To recommend approval.
- **Moved:** Dr. Carter
- **Seconded:** Dr. Stenehjem
- **Action:** Recommended for approval.

Organizational Change: ( Requires Cabinet Review/SBHE Action)

- University of North Dakota’s request for an organizational change from *Department of Economics* to *Department of Economics and Finance*, effective fall 2015; and University of North Dakota’s request for a Department termination: *Department of Finance*, effective fall 2015.

**Motion:** To recommend approval.
- **Moved:** Dr. Ingram
- **Seconded:** Mr. Brooks
- **Action:** Recommended for approval.

NDUS Procedure and Board Policy

Second Reading

- SBHE 302.4 Councils

**Motion:** To recommend approval.
- **Moved:** Dr. DiLorenzo
- **Seconded:** Dr. Koczon
- **Action:** Recommended for approval.

Discussions

MiSU MAT in Teaching

Dr. Koczon shared MiSU is approved for MAT in Math and English concentrations. With the program evolving over the past decades, MiSU will do a program name change.
Dual Credit/Concurrent Enrollment for non-ND schools
Lisa Johnson has received inquiries indicating that Minnesota and Canadian high schools are interested in early entry courses. The North Dakota Century Code largely focuses on the concurrent enrollment among ND high schools partnering with ND colleges and universities. NDUS general counsel reviewed the requests and ND Century Code and concluded that NDUS institutions are able to enter into agreements for dual credit delivery but it is incumbent on the interested high school to ensure that they are able to do so through their respective providence or state. Costs for instruction/tuition should be clarified when entering into an agreement. Credits would be guaranteed transfer to any NDUS school, but no assurance can be made by the NDUS regarding the award of high school credit or the assurance of transferability outside the NDUS or ND. AAC members suggested following tuition rates stated in present reciprocity agreements and applying appropriate out-of-state tuition rates in any agreements with high schools outside of ND.

Remedial Course Numbering and Prefixes
Lisa Johnson reported that the State Board of Higher Education (SBHE) adopted Policy 403.9 Developmental Courses in 2013 indicating that all developmental courses must be numbered less than 100. It was assumed that the performance funding model incorporated the use of course numbers less than 100 to weight and fund remedial coursework at a slightly higher level than basic general education type coursework. More recently, the System Office has learned that the Performance Funding Committee may have a different definition or understanding of how developmental courses should be factored into the funding formula than that of individuals who work in academic affairs. System staff will seek additional information and place this item on a future AAC agenda for further discussion/clarification.

CTE Courses and UND and NDSU admission requirements
Lisa Johnson shared that representatives of ND Career and Technical Education (CTE) have proposed additional technical courses for inclusion in the types of courses UND and NDSU might consider as part of their Board mandated increased admission standards. These proposed courses would considered, among others, in fulfillment of high school core requirements at UND and NDSU. Council members representing UND and NDSU requested that the review of the additional proposed courses be reviewed and approved by UND and NDSU as opposed to the full AAC. Lisa will forward ND CTE materials for UND and NDSU’s review when they arrive in the NDUS office.

Structure and items for the AAC Retreat
Dr. Richard Rothaus inquired if the council would be interested in starting from the beginning to rewrite/restructure SBHE 403.1 Program Approval and NDUS 403.1 Academic Requests. Dr. Lisa Feldner will be attending the retreat to propose automated workflow. MNSCU gave Dr. Rothaus and Dr. Feldner a tour of their process and electronic workflow.

A council member suggested adding the possibility of reducing the number of AAC meetings.
Reports and Updates

NDSA
Cole Bachmeier reported NDSA will have a retreat for officers.

CCF Representative
Barb Thorsen reported new officers have been elected, Greta Paschke is the secretary, Eric Murphy is the SBHE representative, and Ernst Pijning is the new president. Issues they worked on this year included the motor pool and faculty oath. Also the idea of the J term was brought forward by the last CCF representative.

Campus Reports, Institutional Initiatives, and Related Issues
The new chancellor takes office 1 July.

Adjourn

Motion: To adjourn.
  Moved: Dr. DiLorenzo
  Seconded: Dr. Ingram
  Action: Recommended for approval to adjourn. The meeting adjourned at 10:46 a.m.