Academic Affairs Council Minutes
January 3rd – 1:00-4:00(CT)
Conference Call


Other: Aimee Copas (NDUS); Lisa Johnson (NDUS); Robert Larson (NDUS)

Cabinet, SBHE and Legislative Committee & Other Reports

- **SBHE Meeting**
  - Meeting held face to face.
  - No issues with academic requests.
  - There was discussion regarding efficiencies initiative, 2012-13 budget request including compensation, performance funding, and State HE finance plan. All of these items are still under discussion and will be again addressed at the January board meeting.
  - Governor’s higher ed. funding committee met in December, however, there are no reports coming out of this meeting.

- **Cabinet Meeting**

- **Legislative**
  - HE Interim committee bringing in Travis Randall to discuss performance funding issues and measures. That meeting is January 18th.
    - Presented at WALF meeting.
    - Presentation by Randall Thursby at this meeting
    - Presentation from our office on efficiencies initiative
    - Presentation on the budget process
    - Development of performance funding methods
  - Our office has been requested by legislative council to provide supplemental enrollment data.
    - Students enrolled within 75 mile radius
    - Doctoral students enrolled at UND and NDSU
    - FTE’s by tuition residency status.

- **Executive Oversight Committee – Carter**
  - No Meeting

- **Accountability Measures**
  - About 2/3 completed at this time.
  - Awaiting final information from SITS and FINDET reports.

  - **NDSA – Beehler**
    - Did not meet in December
Officers did have a conference call in December.
  ▪ Looking at ways to be more efficient and to improve communication with legislature and the state board.

**CCF – Brevik**
  * December meeting
    ▪ Efficiencies document discussed.
      • Concern among faculty surrounding that document regarding issues such as faculty control of curriculum. In addition concern surrounding LMS, common software, and lecture capture systems.
    ▪ Tuition reimbursement policy discussed
      ▪ CCF has made a motion to change the language in Section 820 Item 2E recommend it to be deleted to the SBHE.
      ▪ Concern from NDSU regarding guidelines that should probably be in place to ensure proper funding is in place to appropriately deliver the class and to continue to be fiscally sound.
      ▪ These concerns were expressed to the CCF group – however, the CCF still chose to make this motion.
      ▪ There is a need to create a process that is scalable. We need to ensure that there is enough of a cash flow still surrounding the courses to ensure the offering campus is able to continue to offer the courses.
        ▪ The Chancellor has asked Hillman to recommend a group of those who should have a voice in this to come up with a proposed model. This model should be as close to scalable as possible and still provide a suitable middle ground for both sides.
        ▪ Representation should include providers as well as consumers.
        ▪ Scalability issues are important.
        ▪ There is support for having a discussion to negotiate this before it goes to SBHE.

**Dual Credit Task Force – Johnson and Copas**
  * Task force is on track with meetings and accomplishments.
    * December audio conference meeting
      • Change in enrollment reporting. We now report “High School Students Enrolled in College Course” rather than just dual credit students.
      • DPI is working with the paperwork and processes to make it a smoother process for K-12 and Higher Ed.
      • Working through best practices and issues our taskforce is tackling.
      • We should have recommendations out in a month or two.

**I. Business Meeting**
  ➢ Approval of December 6, 2011 Minutes
• Rafert motion to approve, Meyer second
  ▪ Motion carried unanimously.

Operational Issues
A. Curricular Requests
Stage I Requests

  **BSC (must vote to add)**
  1. Meyer motion, second Brooks
     1. Motion carried unanimously
  2. New Academic Program, Policy 403.1
     1. Instrumentation & Control Technology, certificate
        1. Carter - This has been a full program for a number of years. This has mostly been an online program. BSC is trying to find a way to better serve their distance students with the hands-on component. This option is for the student who is only taking the theory component.
        2. This is a good introductory accomplishment leading nicely into the AA degree.
  3. Distance Learning Credit Activities, Policy 404.1
     1. Instrumentation & Control Technology, certificate
        1. Brooks motion, Rafert second of both certificates
           a. Motion carries unanimously

**UND**
1. New Academic Program, Policy 403.1
   1. Adult Nurse Practitioner, Post-Master’s Certificate
2. Distance Learning Credit Activities, Policy 404.1
   1. Adult Nurse Practitioner, Post Master’s Certificate
      1. Light – supplement to an existing program. It is limited to 3 summers, however, UND is asking for leniency in the timing on getting it up and running.
         1. Link motion, Carter Second
            a. Motion carried unanimously

Stage II Requests

**BSC**
1. New Academic Program, Policy 403.1
   1. Digital Audio Production
      1. Carter – this program is the audio analogue and is a lead into a commercial art program. With the new digital world, there is an expanding job market for people with the skills to produce music. First intent is to deliver on campus to ensure a solid curriculum with an eventual hope to deliver online.

2. Institutional Organizational Notice and Approval DELETE, Policy 307.1
   1. Career and Technology Institute
   2. Workforce Training Center
i. Carter – these titles are no longer being used and have been replaced.

ii. Add “TERMINATE” to the log

1. Dahlberg motion on both (a) & (b), Meyer second
   a. Motion carried unanimously

**UND**
1. New Academic Program 403.1
   a. Ph.D. In Aerospace Sciences
2. Program Title Change Policy 403.1
   a. FROM
3. Distance Learning Credit Activities, Policy 404.1
   a. Ph.D. in Aerospace Sciences
   i. Carter motion on all UND requests, Stenehjem second
      1. Motion carried unanimously

**Prefix Requests**

**WSC**

a. ELEC (Electronics)
   i. Carter motion, Brooks Second
      1. Motion carried unanimously

B.

I. Articulation Agreements
   • Need to work toward developing better policies and how this will be handled on a campus level.
   • There is a state certification procedure that revolves around Federal Financial aid. There will be discussions around best ways to handle this and will be making a recommendation through the council.

II. Planning/discussion

1. Additions/Corrections to Draft Agenda

2. CIO Update – Thursby – 1:00

3. PARCC Model Content Frameworks Released
   a. Update on what the two assessments are shaping out to look like.
   b. Support from the campuses and faculty is very much appreciated.

   1. NDUS Credit by Exam Chart
      a. DSST exam was reviewed. Principles of Statistics was reviewed with a new cut score that was approved.
      b. Credit hours of 3 or 4 – at some schools there is a variance of credit hours. This was approved by Math discipline group.
      c. Motion making this recommendation that would change system procedures to update matrix.
         i. Motion by Dahlberg, Koczon second
            1. Motion carried unanimously
• 2011-2012 Articulation Agreement for the Early Childhood Education Discipline
  o This is FYI – it will be discussed again at face to face meeting.
  o This model has been recognized by outside groups.

4. SBHE Policies and NDUS Procedures (Enclosure – Pages 32 - 34)
   A. NDUS Procedure 402.1.2 – Placement Scores
      a. There are some questions around ACT recommended scores vs. campus recommended score with the PLAN test.
      b. DPI suggestion was to go with ACT recommendation of a 15 for English. We, of course, have the right to re-review this later.
      c. Suggestion is have the ACT/SAT score override the PLAN score later once it has been taken.
         i. Motion to replace “pending” with a score of 15 and that the PLAN score can only be used until they have an ACT or SAT test score.
         ii. Recommendation to add that, because dual credit has been opened to sophomores, additional consideration needs to be given.
         iii. The scores indicated are near 50% level – this places a burden on all of us to offer developmental courses for students who by these scores are not college ready.
            i. Dahlberg motion, Stenehjem second
               1. Motion carries unanimously

   B. NDUS Procedure 406.2 – Class Starting Time
      a. Stenehjem move, Rafert second
      b. Strike the world possible – change world “practically” to practical.
         i. Motion carried unanimously

NTNM Update – Larson – 2:00
• We are clarifying who this group is and how we work with them once they are identified.
• Working to create a survey for these students that will inform the campuses.
• Part of this will be an ongoing process.
• Possibility of having a workshop about what should be done, can be done, and how to ramp up to address this potential student group.
• How do we accommodate individuals who have all the circumstances in place – college not completed, full time job, family, etc.

State authorization update - Larson
• MN is pretty much completed. This is an important player. The Process is now completed for a majority of the states

6. Maximizing Results through Efficiencies (Enclosure – Page 35) – February agenda
7. Possible System Academic Initiatives – to be on agenda in February
8. April 3 Joint SAC/AAC Meeting
   - Plans is for joint meeting from 5-7 following Face-to Face AAC meeting on the 3rd of April

   - Briefly introduced concept of Ed Camp
   - Shared goals/charge of the group.

   - Brief update of this issue – tabled to next meeting.

Informational Items:

2012 Future Meetings
January 3 – Conference Call
February 7 – Bismarck
March 6 – Conference Call
April 3 – Bismarck
May 1 – Conference Call
June 4 & 5 – Devils Lake
July 3 – Conference Call
August 7 - Bismarck
September 4 – Conference Call
October 2 – Bismarck
November 6 – Conference Call
December 4 – Bismarck