

ACADEMIC AFFAIRS COUNCIL
Thursday, January 26, 2017
Conference Call
9:00 a.m. – 4:00 p.m. CST

ACTION AND FOLLOW-UP REFERENCE SUMMARY

The Academic Affairs Council met on Thursday, January 26, 2017 via conference call with the following persons participating: BHSU, Chris Crawford; DSU, Richard Hanson and Judy Dittman; NSU, Alan LaFave and Joelle Lien; SDSMT, Demitris Kouris and Kate Alley; SDSU, Dennis Hedge and Mary Kay Helling; USD, Jim Moran, Mike Card, and Beth Freeburg; BOR, Paul Turman, Jay Perry, Tasha Dannenbring, Molly Hall-Martin, Katie Hubbart, and Katie Maley; Guests: BOR, Kayla Bastian and Molly Weisgram; USD, Eric Mosterd.

1 Agenda – Additions, Changes, and Approval

Action: Jim Moran would like to discuss identifying first generation students – most likely would need to be addressed on the initial application – as part of their student success initiatives.

2 Rolling Calendar

Action: The proposed meeting date of January 25, 2018 via conference call was approved by the Council. Katie M. will create an approved 2018 meeting date list on the AAC meeting schedule webpage to separate out the tentative & approved dates.

CURRICULUM AND PROGRAM REVISIONS

3-A(1) Program Modifications – Black Hills State University

Action: Approved by Council pending final review/approval by System VPAA – Move forward for March BOR Meeting. Katie M. will work with Jodi Gabriel to schedule a meeting with Dr. Crawford for he and Paul to discuss these modifications and any concerns he may think the Board will have. *NOTE: After BOR approval of revisions BOR Policy 2:23 in March, these will no longer required formal Board approval, but instead will be reported on the Interim Actions of the Executive Director report during subsequent Board meetings upon approval of the System VPAA.*

3-A(2) Program Modifications – South Dakota State University

Action: Approved by Council pending final review/approval by System VPAA – Move forward for March BOR Meeting. Paul stated that he most likely will separate out the modification for Sport and Recreation Studies and move to the Board as a formal discussion item rather than as a consent item. *NOTE: After BOR approval of revisions BOR Policy 2:23 in March, these will no longer required formal Board approval, but instead will be reported on the Interim Actions of the Executive Director report during subsequent Board meetings upon approval of the System VPAA.*

3-A(3) Program Modifications – University of South Dakota

Action: Approved by Council pending final review/approval by System VPAA – Move forward for March BOR Meeting. *NOTE: After BOR approval of revisions BOR Policy 2:23 in March, these will no longer required*

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formal Board approval, but instead will be reported on the Interim Actions of the Executive Director report during subsequent Board meetings upon approval of the System VPAA.

NOTE: Going forward, all course requests must be submitted using the newest versions of the course request forms on the AAC Guidelines website. Any that may come in on old versions, Paul will kick back to the university to be updated before he will conduct his review of the request.

3-B(1) Course Modifications – Black Hills State University

Action: Approved by Council pending final review/approval by System VPAA – Approvals will be reported on the Interim Actions of the Executive Director report during March BOR Meeting.

3-B(2) Course Modifications – Northern State University

Action: Approved by Council pending final review/approval by System VPAA – Approvals will be reported on the Interim Actions of the Executive Director report during March BOR Meeting.

3-B(3) Course Modifications – South Dakota State University

Action: Approved by Council pending final review/approval by System VPAA – Approvals will be reported on the Interim Actions of the Executive Director report during March BOR Meeting.

3-B(4) Course Modifications – University of South Dakota

Action: Approved by Council pending final review/approval by System VPAA – Approvals will be reported on the Interim Actions of the Executive Director report during March BOR Meeting.

3-C(1) New Program Request – DSU – AS in Software Development

Action: Approved – Move forward for March BOR Meeting

3-C(2) New Program Request – SDSU – Minor in Design Studies

Action: Approved – Move forward for March BOR Meeting

3-C(3) New Program Request – SDSU – Minor in Graphic Design

Action: Approved – Move forward for March BOR Meeting

3-D(1) – New Certificate Request – BHSU – Social Media

Action: Approved – Move forward for March BOR Meeting

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3-E(1) New Site Requests

No Report

3-F(1) Intent to Plan Requests

No Report

3-G Summary of Pending and in-Progress Program Requests

Action: Paul will have Jay take this item to the March BOR meeting as an informational item for the Board so they can see the kind of activity we have on these processes.

POLICY REVISION AND DEVELOPMENT

4-A(1) BOR Policy 1:21 Revisions – System Strategic Goals

Action: Approved by the Council – Move forward for first reading at the March BOR Meeting. Paul will send out to the Council links to the metrics used to provide updates to the Board on the standing of the System Strategic Goals.

4-A(2) BOR Policy 4:11 Revisions – Rank and Promotion

Action: Approved by the Council – Move forward for first reading at the March BOR Meeting. *NOTE: Paul is in the process of working with Jim Shekleton to get proposed revisions to corresponding BOR Policies 4:12 and 4:13 made which he will bring before the Council once those are ready for review.*

4-A(3) BOR Policies 2:7 and 2:26 Revisions – General Education Credit Distribution

Action: Paul will clean up the footnote issues to address concerns raised as well as the typo noted for NSU's Arts and Humanities number listed in Policy 2:26. This item will be brought back to the Council in February before it moves on to the Board in March. *NOTE: All Gen Ed related substantive program modifications will need to come forward to AAC in February for discussion (Due Date: No later than February 15, 2017) and inclusion for the March BOR meeting.*

4-B(1) Class Size Guidelines

Action: Tasha Dannenbring will follow-up with Jill Christenson at RIS regarding the section size report data for the system and that there currently is no rush to meet tomorrow's deadline.

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4-B(2) Instructional Method & Workload Guidelines

Applied music will fit into section #2 listed under Studio A as a content area.

Action: The Council approved of the creation of separate definitions for Type A – Studio, Type F – Small Group, and Type N – Small Group Ensembles (with revisions as noted above for applied music within Studio A) which will be integrated into the Instructional Methods Administrative guidelines and reposted to the AAC Guidelines website. Paul will work with Trudy Zalud on this process for updating coding in the system.

4-B(3) Updates to AAC Guidelines and Forms

Action: None

4-B(4) Annual Distance Education Summary Guideline

Action: Katie M. will post the new guideline & form to the AAC Guidelines webpage and will notify Council members and academic support staff as soon as the new documents are accessible on the website.

4-C e-Text Pilot

Action: None

4-D Professional Licensure Certification Disclosures – Update

Action: This item will be brought forward to the March COPS meeting as an informational item.

4-E Legislative Update

Action: None

4-F SDRS Legislation – HB1016, HB1017, & HB1018

Action: None

4-G Department Chair Training

Action: Paul proposed that they system will aim to host the training July 27-28 based on comments from the Council. If there are any issues with these dates, Council members are asked to contact either Paul or Kayla Bastian. Paul and Kayla will adjust the name of the training as to semantically better fit those who will need to attend this.

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4-H General Education Committee Update

Action: Council members approved of Paul's recommendations to have Kate Alley serve as the AAC representative, as well as Tasha Dannenbring and Jay Kuhl to serve as the System Assessment Committee representatives on the General Education Committee going forward.

4-I WICHE Interstate Passport Update

Action: Tabled; this item will be brought back for further discussion at the February AAC meeting. Remaining campuses who did not submit information on courses are asked to further review the information presented within this item.

4-J Programs Approved for Off-Campus Delivery

Action: Council members are asked to review the list provided in the attachment of the item for any programs owned by their respective institutions that they feel should not be listed and provide those revisions to Jay Perry. This item will move forward to the March BOR meeting, so it is advised that revisions be submitted to Jay in time for the February AAC meeting (Due Date: February 8, 2017) to allow the Council another review of the list before it moves forward to the Board. Jay will send a follow-up email to the Council regarding this and any other pertinent details.

4-K Online Associate Degree Approval Update

Action: None – *NOTE: Intent to Plans are not needed for online associate degree approval; campuses can move straight to submitting proposals for these.*

4-L Veteran Students: Enrollment, Progression, and Graduation

Action: None

4-M Academic Misconduct & Human Rights Violations – Updated Common Coding in Colleague

Action: Molly Weisgram will get further clarification with G. Costa and Kayla Bastian regarding the clarification of which institution would be responsible for following through with the coding.

4-N SARA Update

Action: None

4-O Dual Credit Update

Action: None – The intent is to bring revisions to the High School Dual Credit Guidelines to the February AAC meeting for review by the Council.

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4-P Concurrent Credit in the Regental System

Action: None

4-Q Weighted GPA's for Math Index

Action: The Council was in support of the proposed revisions and Paul will follow-up with updating the system tool.

4-R College Application Week

Action: This item will move forward to the March BOR meeting.

4-S Proactive Admissions

Action: None – Having a collective meeting with system admissions personnel is warranted.

4-T College Board State and System AP Policy Roundtable

Action: None

4-U Institutional Repositories – Federal Open Access Requirements

Action: None

4-V First Generation Student & Initial Application – Discussion Item added by Jim Moran

Action: Paul will talk with Monte Kramer to see if the initial application would be the best place for collecting this and see what other deliberations may be occurring with other committees. This will be brought forward as a discussion item at the February AAC meeting.

CONSENT

5-A(1) Agreements on Academic Cooperation – SD School of Mines & Technology

Action: Approved by the Council – Move forward for March BOR Meeting

5-A(2) Agreements on Academic Cooperation – South Dakota State University

Action: Approved by the Council – Move forward for March BOR Meeting

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5-A(3) Agreements on Academic Cooperation – University of South Dakota

Action: Approved by the Council – Move forward for March BOR Meeting

5-B Memorandum of Understanding – USD & LERN

Action: Approved by the Council – Move forward for March BOR Meeting

5-C Request to Seek Accreditation – SDSU

Action: Approved by the Council – Move forward for March BOR Meeting

5-D Institutional Program Reviews – SDSU

Action: Approved by the Council – Move forward, but hold for reporting at June BOR Meeting

5-E Naming Requests – SDSU & USD

Action: Approved by the Council – Move forward for March BOR Meeting