

**MINNESOTA STATE COLLEGES AND UNIVERSITIES
BOARD OF TRUSTEES
ACADEMIC AND STUDENT AFFAIRS COMMITTEE
JANUARY 20, 2010**

Academic and Student Affairs Committee Members Present: Chair Dan McElroy; Trustees Christine Rice, Duane Benson, Cheryl Dickson, Jacob Englund, James Van Houten and Louise Sundin.

Other Board Members Present: Trustees David Paskach, Ruth Grendahl, Scott Thiss, David Olson and Christopher Frederick.

Leadership Council Committee Co-Chairs Present: Senior Vice Chancellor Linda Baer and President Patrick Johns.

The Minnesota State Colleges and Universities Academic and Student Affairs Committee held a meeting on January 20, 2010 at Inver Hills Community College, 2500 E. 80th Street, Inver Grove Heights. Chair McElroy called the meeting to order at 8:35 am.

1. Minutes of November 17, 2009

The minutes from the November 17, 2009 Academic and Student Affairs Committee Meeting were approved as written.

2. Academic and Student Affairs Update – Senior Vice Chancellor Baer

- Governor Tim Pawlenty has named Minnesota State Colleges and Universities a “Yellow Ribbon Employer” for supporting National Guard members and their families throughout the deployment cycle and after active service.

The Yellow Ribbon Employer Campaign honors employers with exceptional records of caring for military members and families through various programs and recognizes individuals who continue to uphold this standard for future military members and families.

System Director for Student Affairs Steve Frantz joined Board Chair Olson in accepting the award on behalf of the system.

- Minnesota State Colleges and Universities has received the 2nd Congressional award in support of its Veterans Strategic Initiative.

Included in the Labor-Health-Education portion of the Fiscal Year 2010 Consolidated Appropriations bill is \$300,000 for Minnesota State Colleges and Universities, Office of the Chancellor, for career and education services to veterans.

- Melissa Landin, a faculty member at Inver Hills Community College, has received an Outstanding E-Learning Faculty Award from the Instruction Technology Council (ITC). She will receive the award in February in Fort Worth, Texas.

The ITC receives nominations each year for “exemplary faculty who have implemented outstanding and innovative teaching and class management strategies that demonstrate course success and excellent student retention.”

- Several system university graduates have received the most recent Presidential Math and Science Awards:
 - An award winner in math is Barbara Stoflet, who has a BS in elementary education from Bemidji State University and a MA in education with a specialty in experiential education from Minnesota State University, Mankato. She has taught mathematics and science for more than 23 years. For the past two years, she has taught sixth grade at Gatewood Elementary School in Hopkins Public Schools.
 - Kari Dombrowski was an award winner in the science area. She has a BS in elementary education and a MS in curriculum and instruction from St. Cloud State University. She teaches second grade science and mathematics at Talahi Elementary School in the St. Cloud Area School District, where she has worked since 1986.
- Minnesota State Colleges and Universities has received an implementation grant of \$450,000 from the Joyce Foundation.

Minnesota is one of five Midwestern states that started working with the Joyce Foundation in 2006 to re-engineer adult education, workforce development and postsecondary education policies. The goal is to support economic growth and expand job opportunities for low-skilled workers in the Midwest.

3. Proposed Amendment to Board Policy 2.6 Intercollegiate Athletics

This was the first reading of an amendment to the system’s Intercollegiate Athletics Policy which clarifies language pertaining to a school’s request to participate in Division One sports. The amendment clarifies that adding any sport at the National Collegiate Athletic Association or the National Junior College Athletic Association Division One level would require a recommendation from the Chancellor and prior approval by the Board. The request for Board approval of participation at this level of a sport shall include analysis and review of the expected impact on students, institutional student services, finances, institutional mission and facilities master plan.

The proposed policy amendment also adds language which requires students participating in intercollegiate athletics to maintain health insurance.

Associate Vice Chancellor Mike Lopez said representatives from student organizations are involved in the policy development consultation process. They are represented on the Academic and Student Affairs Policy Council and are on the mailing list for review and comment of proposed policies, he said.

4. Proposed Amendment to Board Policy 3.30 and Proposed New Procedure 3.30.1 College Program Advisory Committees

This was a first reading of this policy pertaining to colleges' use of advisory committees. The changes are being made in response to the Office of Legislative Auditor's report on occupational programs which recommended that colleges provide better oversight of program advisory committees and take steps to improve those that are not fulfilling their potential.

Dr. Ron Dreyer, System Director for Academic Programs, said in addition to the revision of the program advisory committee policy and procedures, the program advisory committee handbook is being rewritten and three regional workshops will be conducted this spring to train campus staff in its use and the new policy.

Trustee Van Houten said he would like to see the policy's advisory committee definition be strengthened to make it clear that advisory committees should identify the need, or lack of need, of programs. Dr. Dreyer said he would share that suggestion during the next policy council meeting.

Chair McElroy said it is not clear if the policy mandates that each program have an advisory committee.

Associate Vice Chancellor Mike Lopez said the policy's intent is for all credit-based academic programs determined by a college to be preparation for initial or continued employment to have advisory committees. He said the policy language could be clarified on that point.

Broader committees can be formed to cover several related program areas, according to language in the procedures, Dr. Dreyer said.

Senior Vice Chancellor Baer said universities also have program advisory committees in disciplines or majors to ensure that their curriculum stays relevant and responsive to industry.

Trustee Thiss asked how the Office of the Chancellor will ensure that this policy is implemented and followed. The policy and procedures do not appear to have a mechanism for uniform enforcement.

Dr. Lopez said language could be added requiring colleges to communicate the results of advisory committee evaluations to the Chancellor or post the reports to a website.

Chair McElroy said that would be helpful. Information on the use of advisory committees can be collected during campus profiles, campus visits or during presidential evaluations, he said.

President Johns agreed it would be appropriate to gather this information during presidential evaluations. Chancellor McCormick asked Senior Vice Chancellor Baer and her staff work with presidents to gather these reports.

5. Campus Profile - South Central College (SCC)

Presenters:

Keith Stover, President

Nancy Genelin, Vice President of Academic Affairs

Karen Snorek, Vice President of Finance and Operations

Strategic Campus Profiles are presented to showcase each institution in the system. The profiles include information on integrated planning, institutional programming and collaboration, futures planning, facilities projects and other data.

Located in the South Central region of Minnesota, South Central College primarily serves a twelve county area with campuses in Faribault and North Mankato, along with the education partnership at Owatonna College and University Center and a growing online presence. SCC also has Small and Farm Business instructors working throughout the region along with Center for Business and Industry team serving the incumbent workforce in the region with outreach into other states.

Academic Programs:

South Central College offers 50 career majors along with an Associate in Arts Degree designed for transfer to a university. As part of these degree options, South Central College offers 73 online courses in seven majors.

SCC's largest programs include practical and registered nursing, accounting, production agriculture and business management, with unique programs in agribusiness, carpentry-cabinetmaking, civil engineering technology, community social service, construction field supervision, culinary arts, graphic communications and medical laboratory technician.

The college continually reviews, in concert with our business partners, the need for updated and expanded course offerings. Recent program additions and expansions include:

- Civil Engineering Technology

- Construction Field Supervision
- Medical Lab Technicians
- Administrative Office Management
- Energy Technical Specialist
- Mechatronics
- Small Business Management

SCC continues to strategically expand its scheduling options for students by offering evening and weekend courses and programs. Examples include:

- The Accounting program now offers evening completion options on both campuses.
- This fall, SCC expanded its Saturday course offerings in the Liberal Arts & Sciences.
- Online offerings continue to grow and provide additional flexibility for SCC's students.
- SCC has added new physics, chemistry and physical education courses, along with the piloting of a "hybrid" microbiology course.

The college emphasizes globalization and integrates an international perspective into the curriculum. SCC presented its 2nd Annual Global Connections Conference in April with approximately 1,500 students and community members attending.

Institutional Profile:

SCC has experienced 21 percent growth in full year equivalent (FYE) enrollment over the past four years as a result of becoming one of Minnesota's newest comprehensive two-year colleges. SCC experienced another 10 percent increase in FYE for the 2009 fall semester compared with the previous fall term. SCC's online credits have more than doubled since the mission expansion, with 340 FYE in fiscal year 2009. Currently, SCC online courses generate 12.5 percent of SCC's total credits. The Small and Farm Business Management faculty serve nearly 1,000 students annually. Additionally, SCC's Center for Business and Industry serves over 15,000 non-credit students and incumbent workers annually with customized instruction.

This past fall semester of 2009, the student demographics on the campuses reflected an average age of 25.4 years with 58 percent of the population being female and 42 percent male. Fifty-five percent of SCC students have no previous college and students of color represented 10 percent of the college's student body. Additionally, 60 veterans and at least 268 dislocated workers attended SCC.

Partnerships

The college enjoys established partnerships with regional businesses and industries, which provide great opportunities for student employment and internships. Examples include:

- SCC and ISJ-Mayo Health System have established a collaborative arrangement between simulation staff for training and simulation skill sets. As an outcome of this partnership, SCC is creating a simulation lab on the North Mankato Campus.
- SCC's Center for Business and Industry conducted health care and manufacturing summits in the Faribault area to assist in the development of program options. This fall a second Manufacturing Summit will be held focusing on the retention of a Computer Aided Machining program on the I-35 corridor.
- The SCC Mechatronics Technology Education Center (METC) was established to provide comprehensive education for employment and continuous learning in mechatronics careers.
- South Central College is a proud member of the Minnesota Center for Engineering and Manufacturing Excellence.
- SCC's business partners donated \$165,000 in program start-up funds to initiate the first two years of the Mechatronics program.
- SCC's Student Affairs and Business and Industry Centers have partnered to provide educational opportunities to dislocated workers through the South Central and South East regional workforce centers.
- SCC hosted Project Lead the Way (PLTW) training on SCC campuses and provided funding for scholarships for teachers. Additionally, as part of the college's Department of Labor grant, the college is coordinating mobile equipment purchases for use by school districts participating in PLTW. This summer's ZAP camps included approximately 50 middle school students on SCC's campuses.

External Funding

The Faribault and North Mankato Campus Foundations presented \$276,550 in scholarships to 359 SCC students in FY2009, including six full-tuition Presidential Scholarships.

SCC hired a grant writer in August 2008 and has since developed a submission plan identifying institutional priorities. To date, the college has secured over 2.3 million dollars in funding.

Integrated Planning:

SCC is implementing its newest strategic plan designed for 2009-2013. This plan purposefully integrated the system strategic plan into its goals and strategies along with the academic, technology, diversity and facilities plans of the college.

SCC's Strategic Planning Team conducted an extensive environmental analysis that included data and stakeholder input to ensure that South Central College remains centered on students and the businesses that we serve. Based on this analysis, our 5-year plan has the following goals:

- Increase & Enhance Access
- Promote Student Success

- Support Economic Vitality
- Fuel & Celebrate Innovation
- Ensure Accountability & Institutional Effectiveness
- Nurture Relationships

SCC's bonding request (item 15 in the MnSCU 2010 Capital Budget request) is designed to significantly improve the Faribault Campus classrooms and laboratories to support current and future technical programming, along with Science, Technology,

SCC has completed the pre-design and submitted a bonding request for the renovation and expansion of the North Mankato Campus. This request includes a health simulation lab, renovation of six classrooms, redesigning the agronomy lab, the construction of a new learning resource center and a centralized Student Affairs Center.

SCC has made gradual, but consistent improvements in its instructional cost study. In fiscal year 2006, due to start-ups related to the mission expansion and tying up contractual obligations resulting from the non-renewal of SCC's instructional contract with the Faribault Correctional Facility, the college's instructional cost study showed a balance of -\$1,144,653. In fiscal year 2008, the college had improved the balance to -\$826,234. Further improvements are anticipated due to deliberate changes in course maximums, staffing ratios and classroom updates.

SCC continues to maintain the required 5 percent fund balance reserve, while at the same time investing in new programming.

SCC's Center for Business and Industry maintains a balanced budget, along with a 5 percent reserve, as it serves our many business partners. In addition, CBI has been very successful in securing collaborative grants to support the delivery of educational services to incumbent and dislocated workers.

Vice President Genelin offered examples on how the college has changed programming in response to changes in economic conditions and regional demographics.

- At one time, SCC had a business machine repair program in the electronics area. In response to changing industry needs, this program transitioned into a basic electronics program and then into industrial and wireless electronics programs. Business and industry leaders identified a need for workers with a broader degree in electronics. So they closed the electronics program and spent two years developing a mechatronics program that is a combination of electronics, mechanics, pneumatics, hydraulics and computer control systems.

- SCC used to have a human services technician program, which trained students to care for people with disabilities. In the 1990s, this program transitioned into Community Supports for People with Disabilities. This programming was later put online to allow students to continue to take the program after other programs in the state were closed. The program has since transitioned into a Community Social Services program and an articulation agreement allows graduates to transfer credits toward a Social Work baccalaureate degree at MSU, Mankato.

Employer surveys have indicated a desire for graduates with broader skill sets, including reading, writing and math, Vice President Genelin said. That has led to the development of inter-disciplinary programs at SCC, such as business management, restaurant management and graphic communications with emphases in production and design.

In the future, SCC will continue to focus on agriculture, manufacturing, renewable energy and bio-sciences programming since those have been identified by business and industry leaders as the economic drivers in the region, she said.

The meeting adjourned at 9:40 am
Respectfully submitted,
Margie Takash, Recorder