

**MINNESOTA STATE COLLEGES AND UNIVERSITIES
BOARD OF TRUSTEES
ACADEMIC AND STUDENT AFFAIRS COMMITTEE
MEETING MINUTES
MARCH 21, 2012**

Academic and Student Affairs Committee Members Present: Chair Christine Rice; Trustees Duane Benson, Jacob Englund, Alfredo Oliveira, Louise Sundin, Thomas Renier and James Van Houten.

Other Board Members Present: Trustees Brett Anderson, Cheryl Dickson, Clarence Hightower, Dan McElroy, David Paskach, Scott Thiss and Michael Vekich.

Leadership Council Committee Co-Chairs Present: Chancellor Steven Rosenstone, Vice Chancellor Douglas Knowlton, President Cecilia Cervantes and President Earl Potter.

The Minnesota State Colleges and Universities Academic and Student Affairs Committee held a meeting on March 21, 2012 at Wells Fargo Place, 4th Floor, McCormick Room, 30 East 7th Street in St. Paul. Chair Rice called the meeting to order at 12:35 pm.

1. Minutes of January 17, 2012

The minutes from January 17, 2012 Academic and Student Affairs Committee were approved as written.

2. Academic and Student Affairs Update – Vice Chancellor Douglas Knowlton

Chair Rice welcomed Vice Chancellor Douglas Knowlton. He was president of Dakota State University in Madison, South Dakota before beginning his work in the system office in February.

Vice Chancellor Knowlton offered an update on recent Academic and Student Affairs strategic initiatives which support the office's strategic framework.

Metro planning

- A student survey is being conducted to gauge the interest for baccalaureate degrees in the metropolitan area, especially among students at two-year colleges;
- Meetings involving the plan have occurred with presidents from metropolitan two-year colleges, chief financial officers and chief academic officers;
- He and the Chancellor also have been meeting with university presidents to discuss their interest and potential involvement in the plan;
- Information on current baccalaureate programs in the metropolitan area, enrollment and facilities is being gathered.

Underserved communities

- Associate Vice Chancellor Mike López has prepared a promising practices toolkit of developmental education promising practices with regard to how underrepresented student are served;
- Data pertaining to persistence, retention and completion related to underserved students is being compiled.

Extraordinary education

- Cost analysis and organizational data is being collected pertaining to online education;
- Data from the faculty forums being held through April is being gathered.

P-20

- Chancellor Rosenstone and staff continue to meet with the P-20 Council. Talks are continuing with the Department of Education on a variety of areas related to effective transitions between secondary and post-secondary education.
- A K-12 “Collaborations for Student Success” conference will be held at the end of March.

Student success

- Campus feedback from the recent developmental education and student success conference is being reviewed. This conference focused on remedial education best practices and student success strategies;
- Data being gathered will be used to align a number of developmental education training activities this summer and fall.

Developmental education

- A committee on course placement is working on recommendations;
- A task force led by President Phil Davis and former president Larry Litecky is working on recommendations for alternative approaches to developmental education.

Transfer

- An analysis of campus compliance with components of the Smart Transfer Plan was completed and feedback was provided to presidents;
- A report will be made to Leadership Council detailing possible future improvements to transfer in the system;
- Discipline group meetings to address specific discipline issues are being considered.

Workforce and customized training

- Transportation was added to the industry sector meetings planned for this spring;
- Forty-three industry meetings will take place in April and early May. Of those, 35 will be in business locations;

- The Minnesota Chamber of Commerce is supporting and helping to facilitate these meetings. The Department of Employment and Economic Development is compiling and analyzing industry/occupation by region.

Recent conferences included a developmental education and student success conference in February that was attended by 329 participants. Campuses sent teams to explore and share remedial education best practices and student success strategies.

In early March Academic and Student Affairs and Diversity and Equity co-hosted a conference focused on student support services. This conference was attended by 300 people from colleges and universities and it centered on strategic efforts to better serve students in the areas of advising, retention, connection with communities and strengths-based coaching.

Academic and Student Affairs Awards in various categories, including innovative student affairs program, excellence in curriculum programming and outstanding academic or student affairs administration, will be presented May 23 at North Hennepin Community College. Diversity and Equity Awards also will be awarded at this time.

Trustee Benson asked if all the system's universities are involved in the metropolitan planning discussions.

Chancellor Rosenstone said a plan to provide more baccalaureate degree offerings in the metropolitan area will not only involve Metropolitan State University, but also universities statewide. Currently there are 134,000 students enrolled in metropolitan two-year colleges, but only 1,200 students received baccalaureate degrees. A coordinated approach will be needed to substantially increase baccalaureate offerings in the metropolitan area, he said.

Trustee Sundin noted that the system will need to offer a more focused message to potential students in the future to make them aware of the opportunities.

Trustee Van Houten said he would like to see the system develop a uniform discipline policy. This could be an important issue for students, especially considering the high number of students who take classes at more than one school or those that transfer credits.

Vice Chancellor Knowlton said he would look into the issue.

3. Proposed New Policy 3.39 – Transfer Rights and Responsibilities (First Reading)

The proposed new policy contributes to the system office effort to promote transfer literacy among students by articulating steps students need to take for successful

course credit transfer and by establishing reasonable expectations for colleges and universities in responding to the needs of students who plan to transfer.

A policy statement on student transfer rights and responsibilities is cited in the literature as being a “promising practice” in promoting effective credit transfer. The initial policy draft was developed by a team of student association representatives and system office staff and reviewed by the Academic and Student Affairs Policy Council.

Amanda Bardonner, state chair of the Minnesota State University Student Association, told the committee that this policy is an important step in the system’s efforts to improve credit transfer. It clearly spells out the expectations and responsibilities for system institutions, as well as for students, that must be met in order to make the transfer process as seamless as possible.

Geoff Dittberner, president of the Minnesota State College Student Association, said his organization strongly supports the new policy, adding he hopes it will become a useful tool for students interested in transfer. The development of this policy was a great example of how students, campus representatives and system staff can work together for the benefit of students, he said.

Trustee Dickson asked if students who study abroad have problems with the credits transferring.

Vice Chancellor Knowlton said there needs to be work done on aligning curriculum before a student leaves to study abroad. The student needs to work with a college or university’s advisor to ensure credits will be accepted for transfer, he said.

Trustee Alfredo Oliveira said when he considered studying abroad he talked with an advisor and was told which courses were available and how they would transfer.

4. Academic and Student Affairs Committee Goal

Last fall, each Board of Trustees committee was asked to select one or two committee goals to focus on for the year. The Academic and Student Affairs Committee elected to wait until the arrival of a permanent Vice Chancellor for Academic and Student Affairs to engage in this process.

Vice Chancellor Knowlton said the committee goal being proposed is “Creating Access to Success Pathways.” Because of the timing, he would suggest that work on the goal continue into the next fiscal year.

There are many existing and new initiatives in the area of successful student pathways, Vice Chancellor Knowlton said, and he proposed that one initiative be

highlighted during upcoming meetings. With this information, Trustees could become advocates of disseminating similar efforts across the system, he said.

Examples include:

- Early alert system which notify campus staff when students are falling behind in a class or program;
- Project-directed teaching and learning; especially in the areas of Science, Technology, Engineering and Mathematics;
- Undergraduate research programs for students at both two-year and four-year institutions;
- Strengths-Quest which analyze students' strengths and help guide them into those career pathways;
- Emporium lab situations;
- Study aboard.

Trustee Van Houten said he liked the goal, but it would be helpful if Trustees are notified in advance of the topic so they can do research before the meeting if they so choose. Vice Chancellor Knowlton said he would work to develop a schedule.

While saying she likes the goal, Trustee Sundin said Vice Chancellor Knowlton should work with the Advancement Division to make the goal statement sound more appealing.

Trustee Benson asked what can be done to reach students and their parents earlier in the education pipeline to make them aware of the educational opportunities the system offers.

Chancellor Rosenstone said he has been having discussions with Department of Education Commissioner Cassellius on how to better prepare students in the K-12 system so they can better align their skills, passions and interests with a career pathway that is right for them.

The meeting adjourned at 1:29 pm
Respectfully submitted,
Margie Takash, Recorder