

	Mary	<p>MN State Book Club: (email from Michelle Benitt 1-10-17)</p> <ul style="list-style-type: none"> • Hillbilly Elegy: A Memoir of a Family and Culture in Crisis by J.D. Vance <ul style="list-style-type: none"> - There will be a book session and discussion to come. We will also have a guest family in poverty and student populations coming to our campuses.
Follow-up	<p>Mary</p> <p>Kelsy</p>	<p>Retention Project:</p> <ul style="list-style-type: none"> • Operation Data Clean-up (Work with supervisors of your areas) • We continue to work at getting information updated. Please plan time for this project if you have not already done so and submit your corrections/suggestions to your supervisor. • Accessibility Workshops were part of the training for making documents accessible on webpages. <p>Mental Health (Behavioral Health) Information Session:</p> <ul style="list-style-type: none"> - Kelsy will schedule another informational meeting in February and she will have a DVD for us to view on the topic of Mental Health/Behavioral Health with an open discussion to follow immediately after. She will also have information available to take with us.
Business	<p>Mary/Brian</p> <p>Nicki</p>	<p>Overrides Not Being Met Through Cut Scores:</p> <ul style="list-style-type: none"> - Besides the use of ACT scores, we are looking at other measures to show student readiness. Pilots using multiple measures are being used to determine if they are college ready. We are wondering what impact that may have on front end process. Stay tuned for more information... <p>Tuition and Fees Schedule: Email from Michelle Bakken 1-18-17</p> <ul style="list-style-type: none"> - Please review this email. There are a number of programs that have differential fees. Click at the top to view all fees and charges. <p>New Gainful Employment Requirement:</p> <ul style="list-style-type: none"> - We are currently meeting requirements and have fulfilled everything needed for the document that is associated with each required GE program page. We now have added requirements for ensuring receipt of the information. - Nicki read the agreement to us. We can hand deliver or send the disclosure and only the disclosure to the primary email address. We will need to obtain a signature from the student that they did receive a copy of the information. Our most current information is immediately posted to the web. A fatal may be placed on a student's record until we have written confirmation that they have received the information. Waiting to receive and process from the system office.

	Jamie	<p>UND Tour:</p> <ul style="list-style-type: none"> - Jamie mentioned that students and some of our staff may be interested in having a tour of UND. There will be a professional development activity to determine if students are interested in attending UND after they have completed here. Jamie will be sending out an email. Encourage students who are considering a transfer to UND to talk with their advisor, you can give them this information. Students interested in transferring to UND after completing the liberal arts here to make a smooth transition. Jamie will take care of these students.
AASC Updates		<p>AASC Meeting: Next meeting 2-7-17</p> <ul style="list-style-type: none"> - No updates yet. <p>New Programs: Program Changes: Suspend/Close:</p> <p>Other:</p> <ul style="list-style-type: none"> - The Computer Network and Cisco programs have been reassigned to Dawn G. <p>Concerns Needing Attention: Outstanding items from previous meeting –</p> <ul style="list-style-type: none"> • Training for New Employees (not just faculty members) <ul style="list-style-type: none"> - HR is working on the checklist. The Exiting Survey needs to be updated too. Mary sent an email to Kristi Lane regarding this issue. • Opt in texting. Other ways to promote? <ul style="list-style-type: none"> - As mentioned in previous notes, Mary is working with Stacy and the system office on this. The hold-up being the IP phone system. Also, all students need to opt in to text before they can be sent a text. Gerald sent out emails to opt in if interested. • Still working on updating program webpages for consistent language. <ul style="list-style-type: none"> - We met the first week of school to work on the web pages with a group and the ASA deans. • Phone for Texting? Stacey Issue tied in with Opt-inTexting • MN Occupational Grant and credits <ul style="list-style-type: none"> - There will be a few students who will not receive this grant this semester. It will be affecting students who chose PN for a program, but did not put that same program down for the upcoming semester. The student would be required to have completed 30 program credits by the end of summer semester. Per Jerry there are 2 or 3 successful candidates. <p>New Concerns: None</p>
Academic Concerns		

		<ul style="list-style-type: none"> - Enrollment is down 2% overall and we are down 22 FYE. Faculty has finished with FN's and drop and adds for PSEO and regular students and are now working on running SAP, fixing SAP and putting together the president's and dean's list. Summer enrollment was evaluated separately to avoid fixing and clean up. - The timing of when tests were done during finals week was brought up. When a class ends on last day to withdraw, it causes a problem. Also mentioned was why students were taking exams during the semester and not during finals week. - Bobbie mentioned that it is frustrating when being notified that a student is on probation and then getting new information showing that they are not. With the differing dates of grade entry we appear unprofessional when we are contradictory in our communication to students.
<p>Campus Related Issues: 15 minutes</p> <p>Next Meeting Date</p>		<p>EGF: Nothing to report.</p> <p>TRF:</p> <p>Tuesday February 28,2017 2-3 pm, Rm 290 (EGF), Rm 662 (TRF), Rm AC16 Aero</p>