

# NORTHLAND

## COMMUNITY & TECHNICAL COLLEGE

### Student Affairs Meeting Minutes

Tuesday, April 18, 2017; 2:00 PM  
Rooms 290 EGF, 662 TRF, AC16 Aero (Videoconference)

Topic	Responsible Party	Discussion/Outcome
Good News		It's sunny out!
Announcements	Mary	<p><b>Office 365 Application login credentials such as OneDrive, Sharepoint, etc.</b></p> <ul style="list-style-type: none"> <li>• Username change to <a href="mailto:StarID@minnstate.edu">StarID@minnstate.edu</a> (email from Stacey 3-27-17)</li> </ul> <p><b>Intro to Chemistry (EGF)</b></p> <ul style="list-style-type: none"> <li>• Erin Almlie instructor – If students enrolled in the course do not attend <b>Lab 1<sup>st</sup></b> week cannot stay in the course. They miss the safety component.</li> </ul> <p><b>Professional Development Opportunities:</b></p> <p><b>NACADA Webex: Best Practices in Advising Students with Depression</b></p> <ul style="list-style-type: none"> <li>• May 24, 2017, 1-2 pm, Rms 601(TRF), 149(EGF)</li> </ul> <p><b>Frontline Conference:</b></p> <ul style="list-style-type: none"> <li>• May 24-25, 2017 at Bemidji State University</li> </ul> <p><b>Exploring the What, How, and Why of Work-place-Based Experiences for Students</b></p> <ul style="list-style-type: none"> <li>• September 28, 2017, North Hennepin CC</li> </ul> <p><b>Other Opportunities/Announcements:</b></p> <p><b>Fall Inservice (August 16, 2017)</b> – Everyone in the department is to clear their calendars the morning of August 16<sup>th</sup> as Dr. Bona wants to have everyone together for the morning of the faculty inservice to hear the annual welcome/message.</p>
Follow-up	Nicki	<b>New Gainful Employment Requirement Update</b> (Acknowledgement)

Nothing new since last Thursday's Advisor Training. There are directions when working with students on the steps for acknowledgement of the Gainful Employment information. The fatal hold will automatically come off when the student completes the acknowledgement. When Pat updates the major in the system, the hold appears and when the student completes the acknowledgement process, the hold goes away. FAid and registration are held if the GE information is not acknowledged.

AASC Updates

**AASC Meeting – Next meeting 5-10-17**

**New Programs:**

**Program Changes:**

**RESP Changes**

- Effective Fall 2017
- Drop CPTR 1104 Intro Computer 3 cr
- Drop RESP 1124 Clinical I 3 cr
- Drop RESP 2206 Clinical II 3 cr
- Drop RESP 2248 Clinical III 3 cr
- Drop RESP 2258 Clinical IV 3 cr
- Add RESP 1126 Clinical I 1 cr
- Add RESP 2208 Clinical II 1 cr
- Add RESP 2244 Integrated Pract I 1 cr
- Add RESP 2246 Neonatal Internship I 1 cr
- Add RESP 2250 Internship I 5 cr
- Add RESP 2254 Internship II 5 cr
- Add RESP 2264 Integrated Pract II 1 cr
- HLTH 2002 – move to 2<sup>nd</sup> fall
- MATH 1110 – move to 1<sup>st</sup> fall
- PSYC 1105 – move to 2<sup>nd</sup> spring
- CHEM 1020 – move to 1<sup>st</sup> spring
- RESP 2242 – move to 1<sup>st</sup> spring
- RESP 2212 – move to 2<sup>nd</sup> fall

**BUS AS**

- Effective Fall 2017
- Change name to: Business (Transfer Pathway)
- Drop G4: Math/Logical Elec 3 cr
- Drop Mn Transfer Elective 3 cr
- Add MATH 1110 College Algebra 3 cr
- Add G1: Communication Elec 3 cr
- SPCH 1101 Public Speaking
- SPCH 1103 Interpersonal Communications

**Suspend/Close:**

**Other:** Approved a few **Paramedic** course wording changes, Approved **FBM** courses presented (statewide curriculum), Approved policies 3072 Academic Dishonesty, 3130 Career Information, 3390 Grading, 3390 Low Enrollment, Service Learning discussion.

Academic Concerns		<p><b>Concerns Needing Attention:</b>  Outstanding items from previous meeting –</p> <ul style="list-style-type: none"> <li>• Training for New Employees (not just faculty members) and updating of onboarding and exiting documents. <b>Sent to HR</b></li> <li>• Opt in – Texting. Other ways to promote?</li> <li>• Phone-CRM for Texting? <b>Stacey/Brent Glass</b></li> <li>• Still working on updating program webpages for consistent language. <b>To be completed this summer as directed by academics.</b></li> <li>• <b>IA Program</b> – when starting up? Fall 2018. Specifics will be on the next agenda.</li> <li>• <b>RESP</b> specifics (Finish out on old. Clinicals are not 1 to 1 and internships are in 2<sup>nd</sup> year. Gen Eds are moved around.)</li> </ul> <p><b>New Concerns:</b></p> <ul style="list-style-type: none"> <li>• <b>Transition Plans</b> – Are students paying for extra credits? Ex/ PTA students wh have taken Contemporary Math (Goal Area 4). No longer need. What do we tell students? Does not fit in the program interruption policy as the student does not skip a term of enrollment. The DARS they start with does not change even though they are not accepted into the program yet. How do we know when to update the student’s DARS – Manual process. The deans are to bring up at a Division Chair meeting. How do the advisors know about the transition plans? How are the changes communicated? Right now things are being handled through the registrar’s office, the deans, and program directors.</li> <li>• <b>Program Specific Requirements</b></li> <li>• <b>Who is keeping archive of all changes to the programs, transition plans, and program specific requirements?</b></li> </ul>
Area updates	<p>Nicki/Pat</p> <p>Gerald</p> <p>Linnea</p>	<p><b>Enrollment Management/Admissions:</b>  For a while there were issues with program codes being end-dated in ISRS. Sent in a Help Desk ticket and it was due to something regarding Perkins flags in ISRS and Program Navigator. Applications are steady.</p> <p><b>Financial Aid:</b>  FAid staff will be at a conference May 3-5, 2017. Work Study online process coming soon. Processed 1400 FAFSAs so far.</p> <p><b>Academic Success Center:</b></p> <ul style="list-style-type: none"> <li>• <b>SAT/MCA scores</b> (Procedure 3340 being reviewed and approved through AASC-attached)</li> </ul>

