The Minnesota State Colleges and Universities Academic and Student Affairs Committee held its meeting on November 18, 2008, at Wells Fargo Place, 4th Floor, Board Room, 30 East 7th Street in St. Paul. Chair McElroy called the meeting to order at 10:10 am.

1. Minutes of September 16, 2008
   The minutes from the September 16, 2008 Academic and Student Affairs Committee Meeting were approved as written.

2. Academic and Student Affairs Update – Senior Vice Chancellor Baer
   - Dakota County Technical College (DCTC) has received a $3 million grant to establish the Midwest Regional Center for Nanotechnology Education, or Nano-Link. The purpose of the grant is to prepare graduates for employment in the abundant array of industries where nanoscience applications are rapidly emerging.

   The grant builds on the success of DCTC’s pioneering Nanoscience Technology program, which was established in partnership with the University of Minnesota. More than 30 Minnesota companies participated in the development of the nanoscience technology curriculum.

   - Minnesota Online has received a Western Cooperative for Educational Telecommunications (WCET) Award for marketing. The award recognizes Minnesota Online for boosting student recruitment by creating a website listing online courses and programs offered in the state and connecting that site to customer relations management software to gather data about those potential students.
Minnesota Online has won two previous WCET awards: One in 2004 for an online student services audit tool and one in 2007 for the Minnesota Online Support Center.

- Metropolitan State University has received a 2008 Council for Adult and Experiential Learning (CAEL) Institutional Service Award.

This award recognizes Metropolitan State University for creating educational opportunities for working adults and other traditionally underserved populations. It acknowledges the university’s student-centered approach to serving adult students that includes demonstrated learning gained outside the classroom; providing access to smaller classes with flexible class schedules; and commitment to high-quality, affordable education for working adults.

3. **Alexandria Technical College Mission Approval**

**Presenters:**
Kevin Kopischke, President
Jan Doebbert, Executive Vice President of Academic and Student Affairs

President Kopischke said Alexandria Technical College fills an important niche in the central Minnesota region. They work to foster strong connections with businesses and communities in the region to make sure their students keep an edge in the changing marketplace.

Their college’s new mission statement is: Alexandria Technical College provides access to learning – for careers and for life!

Trustee Van Houten said Alexandria Technical College is very effective when it comes to the relationship it has with business and industry in the region and their regional clout could be emphasized more in the mission, vision and purpose statements.

Chancellor McCormick said business and community leaders in central Minnesota have indicated their tremendous support for Alexandria Technical College and many have told him their economic vitality is directly related to the college.

*Motion was made by Trustee Rice and seconded by Trustee Dickson to recommend that the Board of Trustees approve the request by Alexandria Technical College to approve its vision, mission, purposes and array of awards as listed in the executive summary.*
4. **Anoka-Ramsey Community College Mission Approval**  
**Presenters:**  
Patrick Johns, President  
Mike Seymour, Vice President

President Johns said Anoka-Ramsey Community College meets the needs of two distinct populations. The campus in Coon Rapids is more urban in nature, while the campus in Cambridge is more rural.

The college has the lowest tuition and fees in the system and offers students a variety of learning opportunities including programs in pre-engineering, music, fine arts, nursing, biomedical, business and computer sciences.

President Johns said Anoka-Ramsey Community College is a college of choice for faculty and staff, offering them many professional development and advancement opportunities.

The new mission offers a comprehensive statement of what the college offers: Anoka-Ramsey Community College is an open-door, comprehensive higher education institution committed to excellence in teaching and learning. Anoka-Ramsey is committed to responding to the educational needs of its changing communities and to providing opportunities for enhancing knowledge, skills and values in a supportive learning environment.

Trustee Van Houten pointed out that Anoka-Ramsey Community College has a high number of PSEO students and its strong ongoing relationship with the K-12 system is commendable.

*Motion was made by Trustee Dickson and seconded by Trustee Benson to recommend that the Board of Trustees approve the request by Anoka—Ramsey Community College to approve its vision, mission, purposes and array of awards as listed in the executive summary.*

5. **Minnesota State Community and Technical College Mission Approval**  
**Presenter:**  
Ann Valentine, President

Minnesota State Community and Technical College (MSCTC), located in the northwestern part of the state, has four campuses at: Detroit Lakes, Fergus Falls, Moorhead and Wadena. The Minnesota Online service center is located in Perham.

President Valentine said MSCTC is one of the system’s leading institutions for online college in high school. It has received a grant to focus on college readiness and maintains strong partnerships with K-12 system to create career pathways that empower students to be successful.
MSCTC strives to provide students with the advantages of a larger college while offering smaller classes, supportive instruction and strong placement success. Customized training works to respond to the emerging needs of business and industry in the region.

The new mission statement is: Minnesota State Community and Technical College’s mission is to provide accessible education with vigor and integrity to diverse learners, preparing them for dynamic learning, living, working and serving.

*Motion was made by Trustee Van Houten and seconded by Trustee Benson to recommend that the Board of Trustees approve the request by Minnesota State Community and Technical College to approve its vision, mission, purposes and array of awards as listed in the executive summary.*

6. **Minnesota West Community and Technical College Mission Approval**

President Shrubb was not present at the meeting.

Minnesota West Community and Technical College has five campuses at: Worthington, Canby, Granite Falls, Jackson and Pipestone. The college offers a variety of liberal arts programs, as well as technical programs, throughout southwestern Minnesota.

Chair McElroy said the institution has been a system leader in the creation and promotion of programs in renewable and wind energy programs.

Trustee Van Houten said he felt uncomfortable with the wording of one of the college’s purpose statements which indicated the college will collaborate with businesses to provide coordinated political action.

Senior Vice Chancellor Baer said she would get a clarification from President Shrubb regarding the meaning of that statement.

The mission statement is: Minnesota West Community and Technical College is dedicated to serving the varied educational needs of our diverse populations in affordable, accessible and supportive settings.

*Motion was made by Trustee Dickson and seconded by Trustee Rice to recommend that the Board of Trustees approve the request by Minnesota West Community and Technical College to approve its vision, mission, purposes and array of awards as listed in the executive summary.*
7. **Proposed Amendment to Policy 3.18 Honorary Degrees (First Reading)**

This was the first reading of this policy which establishes the specific degrees that may be awarded, places limits on the number of honorary degrees that may be awarded and provides colleges and universities with maximum flexibility to develop their own internal procedures and processes. It is modeled after general national practice.

Trustee Van Houten said the policy should clearly state that honorary degrees will not be offered as a form of “payback” for large donations. Institutions should not encourage or reward donors with honorary degrees, he said.

Associate Vice Chancellor Mike Lopez said the language pertaining to this point was removed from the policy and put in the procedure. Trustee Van Houten said he thinks this concept is important enough to be included in the wording of the policy.

General Counsel Gail Olsen said the system has naming policies for such things as buildings which can be used when an institution wants to recognize a large donor.

The policy will be brought in the future for a second reading.

8. **Proposed Amendment to Policy 3.36 Academic Programs (First Reading)**

This is the first reading of this policy which is being changed to reflect language in a 2007 session law that limits the program credit length of associate and baccalaureate degree programs.

The law sets the maximum number for credits for associate degrees at 60 credits and baccalaureate degrees at 120 credits. It allows waivers based on industry or professional accreditation standards. It also establishes a common, system-wide program credit length for similar programs. This is a fundamental change from current practice which allows program credit lengths to vary among the colleges and universities.

Reduced program credit lengths and waiver request decisions are expected to be completed by the end of fiscal year 2012.

Senior Vice Chancellor Baer said the most controversial portion of the law involves the AAS degrees, which are currently limited to 72 credits. Many AAS degrees are longer than 60 credits because of accreditation or professional skills standards.

Trustee Dickson said she was stunned after hearing about the law and asked how it happened. Chair McElroy said the bill emerged from the House of
Representatives as a way to address rising tuition. Lowering the number of credits needed to graduate would be a way to reduce tuition cost and prevent institutions from allowing credit creep, or adding unnecessary credit hours to some degrees.

Senior Vice Chancellor Baer said two universities already have taken actions to reduce baccalaureate degrees from 128 to 120 credits. The major concern is for the AAS degrees that are over 60 credits because of professional standards or accreditation.

While it will reduce the cost of tuition to students, reducing credits in programs could result in a loss of accreditation, she said. It could also impact the number of faculty needed in some program areas.

In response to a question from Trustee Van Houten, Senior Vice Chancellor Baer said this law does not apply to programs at the University of Minnesota or other private colleges or universities in the state.

Trustee Benson said if students were concerned about credit creep, they should have come first to the Board of Trustees with their concerns. This law sets a dangerous precedent by allowing the legislature to make decisions that should be left up to the Board, he said. He said he couldn’t support the policy.

Trustee Dickson said this doesn’t sound like a well thought-through method of reducing costs to students. She said this shouldn’t be a legislative matter and that an amendment to the law would be in order.

Trustee Van Houten said he said he cannot see himself supporting the policy since it conflicts with his fiduciary responsibility to the citizens of the state. It would hamper the system’s ability to provide a quality education, he said.

Trustee Jacob Englund, who is a student representative, said this may be a case where long-term effects don’t outweigh short-term gains. Students should be in college to further themselves in the best possible way, not to be only focused on the length of the program or cost of additional credits. He said he could not support the policy either.

Chair McElroy reminded Trustees that as sworn Board members they are charged with upholding the Minnesota State Constitution and laws. This policy is required as part of a current law. One option would be for Trustees to adopt the policy with an implementation date in the future and then, if desired, direct the governmental relations staff to work on amending the law.

The policy will be brought back for a second reading before a vote is taken.
9. Update on Accountability Dashboard

This item was tabled and will be put on the agenda of a future meeting.

10. Campus Profile: Northland Community and Technical College
Presenter:
Anne Temte, President

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 Northwest corner of Minnesota, Northland Community and Technical College (NCTC) serves an 8-county, 9,800 square mile area. Two major campuses are located in Thief River Falls and East Grand Forks. Educational sites have also been established in Roseau and Mahnomen.

**Enrollment patterns, trends and demographics:**

The population of Northwest Minnesota is declining. Many rural high schools have undergone consolidation in recent years and are challenged to continue offering technical coursework, advanced classes, and co-curricular activities. This decline in high school populations has raised challenges and opportunities for NCTC.

Almost two-thirds of the enrollment in East Grand Forks is comprised of North Dakota residents, making NCTC an important educational provider for that state. Consequently, NCTC works with employers and higher education institutions in North Dakota as well as in Minnesota.

Over the past few years, the enrollment pattern has shifted from the majority of students being full-time to part-time. In Fall, 2008, NCTC’s enrollment grew by 34 students (unduplicated headcount), but lost 30 FYE.

**Scope of educational offerings**

Both campuses have comprehensive program offerings. Until the merger of the two campuses in 2003, the East Grand Forks campus was a technical campus. Students have been able to achieve the AA degree at that campus since 2004 and there has been substantial growth in student enrollment in liberal arts courses.

The East Grand Forks campus has particular strength in allied health programming. Of the 18 AAS programs and 23 diploma or certificate
programs, 20 of them are health and safety related. Some business-related and trades programs are also offered at that campus.

In Thief River Falls, the greatest emphasis lies with manufacturing programs, both in the academic and customized training areas. Several major employers have close relationships with this campus, collaborating to develop relevant training and providing scholarships for current employees to increase skill levels. The Liberal Arts remain a focus of this campus, reflecting the history of a stand-alone community college prior to the 1995 MnSCU merger. That legacy is also seen in the presence of athletics and fine arts programming. NCTC-Thief River Falls offers a large Farm Business Management program that serves 15 counties in Northwest Minnesota.

Thief River Falls is also home to NCTC’s Aviation Maintenance Technology program, housed in extensive dedicated facilities at the Thief River Falls Regional Airport. At one time, there were more than 400 students enrolled in the program; now there are around 25. Following an extensive study of the feasibility of reviving the program, the college is expending a great deal of effort to recruit students from throughout North America by raising awareness of the program facilities and equipment and the 100% placement rate for program graduates.

In collaboration with the Roseau City Center, NCTC provides programming in two classrooms, one equipped with computers, the other usable as lab space. Both rooms are ITV equipped. The college offers a cohort nursing program and provides Roseau-area residents with ITV and online coursework from the main campuses.

In Mahnomen, grant funding has allowed NCTC to rent a facility in which it offers a nursing program in collaboration with the White Earth Tribal and Community College (WETCC). WETCC provides the general education component of the nursing degree; NCTC provides the technical component. So far, 90 students have completed the Certified Nurse Assistant certificate, with 95% passing their certification exams, 17 completed the Registered Nurse AAS degree in spring 2008, and 21 will complete the Practical Nursing diploma in spring 2009.

**Institutional distinction**

- Northland College is the only system college serving the NW corner of Minnesota.
- NCTC is a leader in health careers education, manufacturing education and management education (Farm Business Management)
- The college is a North-Dakota service institution (66% of East Grand Forks campus enrollment is from North Dakota); significant numbers of graduates find employment in North Dakota.
• Facilities for Aviation Maintenance Technology program are considered among the best in North America for Federal Aviation Administration Part 147 training.
• The Nursing program in coloration with White Earth Tribal and Community College in Mahnomen has had notable success

**Institutional Profile**

**Student Success**
• FY 2006 licensure exam pass rate was 88.6%
• FY 2007 rate of employment for technical program completers was 98%
• Fall to fall retention rates of full-time students has declined to 42.6%. This may be due to the advent of the liberal arts program at the EGF campus and the “swirling” of students between NCTC and the University of North Dakota. Also, the student body has shifted from a majority of full-time students to a majority of part-time students
• “ROBOStorm” Camps have been conducted during the summer at Thief River Falls and East Grand Forks campuses for 36 middle school students to increase awareness of and enthusiasm for manufacturing careers

**Fundraising**
• NCTC has had a strong track record of achieving state grants and contracts such as Minnesota Job Skills Partnership grants - $279,483 in FY 2008; Total MJSP revenue for six current grants in FY08 was $459,456
• The NCTC Foundation has assets of $2,786,056 and distributes nearly $100,000 in scholarships each year

**Collaboration**
• NCTC is a founding member of 360° - Manufacturing and Applied Engineering Center of Excellence which is housed at Bemidji State University and has nine MnSCU institutional members
• Distance Minnesota, the online consortium with Minnesota State Community and Technical College, Alexandria Technical College and Northwest Technical College, has increased enrollment 62.5% from FY2006 (742 FYE) to FY2008 (1,152 FYE)
• Digi-Key University, a customized degree program for employees of Digi-Key Corporation in Thief River Falls was implemented in 2000 and annually trains 75 employees
• Polaris Manufacturing Technology, a customized degree program for employees of Polaris Industries in Roseau was implemented in 2002 and annually trains 30 employees
• Ingenuity Frontier, a partnership working to identify and strengthen knowledge and skills necessary for manufacturing industries, has NCTC employees as part of its core team.
- The Center for Outreach and Innovation (customized training) provides training for 3,600 individuals annually. In FY 2008, 160 businesses were served
- Northwest Minnesota Foundation and NCTC’s Center for Outreach and Innovation collaborated to develop LeaderImpact, a 12-week training program which focuses on developing critical leadership skills and strategies that will improve the efficiency of organizations and businesses
- Area health care facilities rely heavily on NCTC to provide a trained workforce. The CEO at one major provider has stated that the facility would have difficulty staying open were it not for the availability of NCTC health program graduates

**Futures Planning – 2015**

Several challenges face NCTC in the next decade. The demographics of Northwest Minnesota and fiscal constraints will necessitate some of the following:

- Reduce size of physical plant, particularly in Thief River Falls
- Increase partnerships with P-12 to increase access and opportunity throughout Northwest Minnesota.
- Recruit students from outside the traditional service area for specialized programs such as Aviation Maintenance Technology. Rural institutions, like NCTC, have capacity that may be lacking in the Metro area colleges; many students are beginning to come from the Metro area to allied health programs where they can enroll without waiting
- Establish new benchmarks of achievement (certificates) for transfer programs and technical programs that will ladder to higher levels of achievement

**Resource Deployment**

- NCTC was one of 18 MnSCU institutions where new allocations did not match inflation for FY 2009.
- Most of NCTC revenue comes from state appropriation (47%) In 1998, that percentage was more than 70%
- The decline in state appropriation led to increases in tuition and fees as much as 15% during three years in the early 2000’s. Unfortunately, NCTC’s tuition is now among the highest of the state’s community and technical colleges at $147.40 per credit hour
- During the past two years, the college has made a concerted effort to improve its standing in the instructional cost study, which relates spending on programs of study to all other similar programs throughout MnSCU. During this period, NCTC has improved from (-$634,516) in FY 2005 to (-$372,552) in FY 2007
• A major challenge for the college is the very high ratio of gross square feet to student FYE at the Thief River Falls campus. Over the years, a tremendous amount of space was acquired and now requires maintenance and utilities. In addition to the main campus building (202,510 sq ft), these facilities include:
  ➢ 15,179 sq ft - Swenson House – donated to NCTC in 2002
  ➢ 10,544 sq ft - Multi-Events Center - owned by NCTC, as part of a joint powers agreement with the Thief River Falls school district, the City of Thief River Falls, and Pennington County.
  ➢ 89,252 sq ft - Aviation program site which includes the Swenson Hangar, a large classroom building, and several older hangars and shops
  ➢ The college engaged in a right-sizing initiative supported by MnSCU in FY2008. Several recommendations from that process will be implemented over the next several years, including consolidation of lab spaces and demolition of obsolete spaces at the aviation site

Chair McElroy said the nursing program Northland has with White Earth Tribal and Community College in Mahnomen has been a highly successful partnership. The student completion rate is amazing, he said.

Chancellor McCormick commended President Temte on the way she has faced challenges shortly after she was hired, especially with the status of the college’s aviation program. Her work with the faculty, community leaders and legislators was exemplary, he said.

The meeting adjourned at 11:58 am
Respectfully submitted,
Margie Takash, Recorder