



**Steering Committee for the Oversight of
HLC and Legislative Academic Compliance**

Minutes

December 6, 2018 | 10:30 a.m.-12:00 p.m. | Carter Hall 4th Floor Board Room

- ✚ **Members Present:** Ann Bentz, Charlie Couch, Larry Loften, Marty Somero, Rachel Walton, Olga Baron, Lisa Grimes
- Members Absent:** Kim Black, Linda Black, Anne Toewe, Gardiner Tucker, Nancy Rubin, Sean Broghammer
- Also Present:** Bret Naber (Chief Information Officer), Rick Hoines-Brumback (International Student & Scholar Services Director), Cindy Wesley (Associate Graduate Dean for Academics)

- ✚ **Approval of Minutes from October 25, 2018**
 - Deferred

- ✚ **Chair's Report**
 - No Report

- ✚ **Intensive English Program – Olga**
 - Academic compliance challenges
 - Erosion of campus stakeholders' trust
 - IEP not positioned as a pathway into UNC
 - Lack of documented policies and consistent practices
 - Program integrity issues with English proficiency clearance exceptions
 - Concurrent enrollment by exception/faculty preferences – impact on academic readiness and admissibility
 - English proficiency has not been enforced
 - Faculty waiving requirements to allow students to take their class
 - Students fully admitted when they shouldn't have been
 - Students in last year no proficient enough to complete academic work
 - Immigration compliance issues (Visa requirements)
 - Athletics compliance issues
 - NCAA requires students to take 6 credits per semester (after 1st semester)
 - Limits on IEP concurrent enrollment
 - IEP is working on
 - Language provision enforcement
 - Assessment as part of the admissions process
 - Preemptive assessment before students is here, early in the process
 - More cognizant of students entering at different levels
 - Degree mapping including dual degree articulations
 - Placing IEP hold until successful program completion
 - Faculty should be confident when a student enters their classroom that language is not a problem
 - Exit assessment as part of program completion
 - Compare abilities at beginning of program to abilities at end
 - Don't currently have those benchmarks

- Pathway modality
 - Persistence to degree
 - UNIV101 course required in first UNC term
 - Concurrent enrollment policy
 - Undergrad students may take up to 3 academic credits concurrently with IEP courses when they reach IEP level 6
 - Graduate students may take up to 6 academic credits concurrently with IEP courses when they reach IEP level 7
 - Upfront, proactive advising for students
- IEP for Domestic English as a second language (ESL) Students
 - For credit options for domestic non-native speakers
 - Currently IEP courses not eligible for financial aid – considered remedial
 - Graduate research/writing pre-requisite for all graduate students
 - Domestic recruitment and admissions
 - Aims pathway to UNC
 - Expand availability of program
- Next steps
 - IEP full program cycle in CIE
 - Submit changes to UNC undergrad and grad catalog for FY20
 - Disseminate policies to academic units/advising
 - IEP student success historical data analysis (exceptions, time to degree, retention, graduation)
 - Timeline to policies
 - Policies are written
 - Need to go through vetting process
 - Olga will send policy to Lisa, Lisa will send to ACC group for review

🚩 **House Bill 1128 Update** (Strengthening Protections for Consumer Data Privacy) – **Bret Naber**

- What it is and its implications
 - How we take care of data and how we handle breach of data
- Entities that have personal information must get rid of it when it is no longer needed
- Develop robust retention schedule
 - Figure out every type of data we have and how long we need to keep it
 - Library archivists working with state archivists to figure out retention schedule
 - Units can keep data as long as they need it (need to justify)
 - Utilize technology
 - Data classifications/rules in Office 365
 - Automatically delete documents at the end of the retention period
 - Moving away from shared drives, going to sharepoint
 - Purging Xtender
 - Bought a product to help clear out old documents
- Limiting the data we have/keep helps limit liability in the event of a breach
- Strengthen contract language with third party systems – look at language as renewals come up
- UNC has gotten positive feedback from CDHE – happy with progress so far
- Enforcement is a significant concern
 - What is the consequence for noncompliance? How do we enforce?
 - Academic Compliance Committee will support
 - Will help vet and enforce procedure
- Need to
 - Finalize procedure and retention schedule
 - Have an internal process for breach notification
 - Determine consequences for not adhering to procedures
 - Need top down support
- Priorities


- Work on ERP first
- Figure out how to get information about shadow systems on campus
 - Maybe implement a reporting portal/option
- Contract renewals
- Bret will continue to update

 **Title IX Update – Lisa**

- Not addressed

 **Student Complaints – Tuck**

- Not addressed

 **Next Meeting: January 24, 2019 (10:30 a.m. – 12:00 p.m.) Carter Hall 4th Floor Board Room**