

**SMHS Student Affairs Standards Review Committee (SASRC) Meeting Minutes
Wednesday November 1, 2023 5:00-6:30 PM Zoom Meeting**

In Attendance: Ken Ruit, Sheila Bosh, Regan Washist (MS3), Jim Porter, Judy Solberg, Kate Tomczik, Emily Evers, Pat Carr, Susan Zelewski, Mark Raymond (MS3), Madison Burgaard (MS2), Lauren Johnson (MS4)

Absent: Grant Gunderson (MS4), Shivam Patel (MS4), Holly Mitzel (MS4), Michelle Montgomery, Emily Anderson

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
Welcome/call to order	Meeting was called to order by Dr. Ken Ruit, Committee Chair.	
Review Meeting Minutes	September 6, 2023 minutes were reviewed and approved. Minutes are posted to Blackboard.	Minutes approved.
ISA 2 Update	Updates that were shared at the last DQIP meeting are posted to Blackboard. No new updates today from Communication or Research Committees. Mark Raymond, Career Counseling and Academic Advising Lead, reported they are completing a number of things on their action plan list. Kate Tomczik, Preclerkship Committee Lead reported that they're completing their action items as well. They've changed the Achieve Session question for the upcoming ASES. The revised recommended question has been shared with the adhoc committee who is reviewing the survey content prior to distribution.	Add to November Agenda
Office of Student Affairs Update	<p>Dr. Porter reported that MPPRC is going over policies and making revisions. To address the MSAPC academic expectations, they are making a professionalism policy that will be all encompassing for all four years of the curriculum. They are also updating the visiting student policy. Class of 2027 had their first in-person career advising session. Feedback has been positive with 100% participation.</p> <p>Dr. Zelewski reported that they held their small-group meetings where it was apparent that career advisors had not been specific enough with the Phase 1 chair meeting requirement. She will bring this to the attention of the career advisors at the next meeting. She also reported that Bismarck is hiring a new career advisor to assist Dr. Roller. Dr. Jean Marie McGowan is leaving and will no longer be a career advisor at Fargo. She will be replaced by Dr. Ciciley Littlewolf.</p>	Add to November Agenda as standing agenda item.

	Dr. Carr reported that he has met with all class of 2026 & 27 students for their academic advising sessions. One advisor meeting with 180 students three times per year is not sustainable, so there will be four academic advisors going forward. This will align with the campus the student is attending.	
Student Comments or Concerns	No student concerns.	Add to November Agenda as a standing agenda item.
Element Review	SASRC is responsible for Elements 11.1 and 11.2. The content experts have been identified and will be sent a draft document to begin working on.	
Survey Data Review	11.1 Availability of Academic Counseling. 2023-23 ASES All cohorts green. M2's at 12% all others below 10%. 11.2 Adequacy of Career Advising. 2022-23 ASES M1's & M4's green, M2's Red and M3's yellow. The new ISA asks about Academic Advising, not counseling. Dr. Ruit wrote to the LCME Secretary today seeking clarity on expectations for the Status Report. The secretary replied that according to the wording in the LCME Survey Findings Report, the LCME was primarily concerned for students who are at academic risk. Which means we would need to ensure that we have a question on the survey regarding the availability of academic counseling, as well as academic advising. We will include the LCME definitions for advising and counseling for student reference.	
Announcements /Next Meeting	Next meeting December 6, 2023.	

Minutes Submitted by Sheila Bosh, RN, Accreditation Manager

Minutes Reviewed by: Dr. Ken Ruit, Committee Chair