



**Members Present:** Tracy Chisholm, Shubham Datta, Travis Rybchinski, Zahra Moss, Clint Saunders, Susan Indvik, Amy Koehler, Rodney Armstrong, Penny Belgarde, Nicole Burke, Richelle Johnson, Rhonda Darby, Melissa Andreasen, Linda Burbidge, Dawn Romfo, Keith Knudson, Lexi Kvasnicka-Gates, Keri Keith, Larry Brooks, Jackie Migler, Kayla O'Toole, Gary Albrightson, Erin Williams, Joanne Vandal, Scott Johnson, Ashley Pedie, Russ Gagnon, Janelle Green, Angie Bartholomay, Trisha Nelson, Heidi Hauf

**Approval of minutes**– A motion to approve the minutes from the May 2<sup>nd</sup> & 8<sup>th</sup>, 2019 meetings was made by Amy, seconded by Lexi. Motion passed unanimously.

#### **Academic Affairs – Brooks**

- Reminder to report to Department Chairs for requests to change classrooms & requests for absences.

#### **Curriculum Committee – Brooks**

- AGEC 141 – Introduction to Agriculture Business (3 credits); Amy made a motion to approve the new course, Keith seconded. No discussion, motion passed unanimously.
- EMS 232 – Pre-Hospital Trauma Life Support (PHTLS); Motion was made by Joanne to eliminate course & remove it from Paramedic curriculum to remove redundancy between PHTLS & EMS 216 – Trauma Management. Seconded by Susan. The content of PHTLS will be taught in EMS 216. Motion passed unanimously.
- GEOL 108 – Earth and Planetary Science (4 credits): Scott made a motion to provide this course as a Cross Listed Pilot with MiSU, seconded by Dawn. No discussion. Motion passed unanimously.

#### **Faculty Qualifications Policy - Brooks**

- Creation of an ad-hoc committee to review the policy for Faculty Qualifications; Gary, Clint, Kayla, Lexi, & Keri volunteered to be on the committee.

#### **Credit Hour Policy – Brooks**

- Creation of an ad-hoc committee to review the policy for Faculty Qualifications; Amy, Joanne, Susan, Janelle, & Scott volunteered to be on the committee.

#### **Election of Committees**

- Committee members assigned by Faculty Senate were selected and were provided to the appropriate parties. Tracy will email the elected faculty committees for faculty to vote.

#### **Other**

- Responsible Employee verbiage will be discussed at a later date to determine if DCB wants to adopt our own verbiage for syllabi.
- Amy has agreed to take minutes in September & October with Heidi's absences.
- Upcoming Faculty Professional Development Meetings; Faculty are asked to submit applications at least one day in advance of each meeting.
  - September 13<sup>th</sup> at 8:00 am
  - October 18<sup>th</sup> at 8:00 am
  - November 15<sup>th</sup> at 8:00 am
  - December 13<sup>th</sup> at 8:00 am

Next Meeting September 26<sup>th</sup>, 2019.

Ashley made a motion to adjourn, seconded by Russ. Meeting adjourned at 12:59 pm.

Respectfully submitted,

Heidi Hauf