



Members Present: Tracy Chisholm, Travis Rybchinski, Clint Saunders, Rodney Armstrong, Keri Keith, Linda Burbidge, Larry Brooks, Heidi Hauf, Janelle Green, Gary Albrightson, Scott Johnson, Zahra Moss, Russ Gagnon, Beth MacDonald, Angie Bartholomay, Joanne Vandal, Shubham Datta, Laura Halvorson

Approval of Minutes – Travis made motion to approve the minutes from the November 21st & 27th special meeting; Scott 2nd; Passed unanimously.

Dean’s Minute – Dr. Migler

- Reminder to keep asking students, “Have you registered?”
- During the break, there will be maintenance and control work occurring.

Academic Affairs – Brooks

- Attended ASTEP Advisory meeting in Minot yesterday. The funding for this program will end during Spring 2020. ASTEP Staff is looking to secure other funding, including a request to MSU, to continue the program.
- Sanford will be on campus December 27th to meet with Allied Health & Nursing.
- The Academic Standards Committee meeting will be held on Monday, December 30th.

Curriculum Committee – Brooks

- Clint made motion to approve a course prefix change from PSYC 100 to HRM 100 (see attached); Gary 2nd; Discussion Held; Passed by majority vote.
- Keri made motion to approve the curriculum change to approve the addition of a Wellness/HPER requirement to Administrative Assistant AAS degree curriculum (see attached); Joanne 2nd; No Discussion; Passed unanimously.

CCF – Gagnon

- They want a newsletter from each campus. The newsletters will be compiled as one publication.
- Compensation in funding; looking at how teachers with tenure are funded.
- Discussion was held on how tenure is being awarded to administrators.
- Discussion held on Title IX training; may consolidate trainings so there is one NDUS Title IX training.
- Next meeting will be the nomination of officers.

DCB Syllabus Template – Saunders

- Angie made motion to approve the design for the DCB syllabus template as designed by Clint with the addition of making it accessible, and if approved, moved forward to the Marketing Committee; Keri 2nd; Discussion held; Passed unanimously.

High Enrollment Courses – S. Johnson

- No updates at this time. Waiting to receive caps on courses from the departments.

Other

- Final Examination Exceptions Committee; Discussion on what is working with the committee, and what problems are occurring. This Committee will work on revising the current policy.

Angie made motion to adjourn at 1:00 p.m.; Linda 2nd; Passed unanimously.

Next Regular Meeting January 23rd, 2019.

Respectfully submitted,
Heidi Hauf