

Members Present: Keri Keith, Tracy Chisholm, Mike Porter, Dr. Lexi Kvasnicka-Gates, Clint Saunders, Kayla O'toole, Steve Sathre, Scott Johnson, Larry Brooks, Rodney Armstrong, Jackie Migler, Keith Knudson, Russ Gagnon, Dr. Shubham Datta, and Dr. Gary Albrightson.

Assessment Plan Proposal – Brooks

- Assessment expectations for faculty/departments were reviewed. Lexi created an example of an assessment rotation that can be used as a template for other departments. A motion was made by Mike for faculty senate to endorse the assessment rotation for all faculty/departments/courses. Seconded by Lexi. Motion passes.

Instructional Program Review Policy – Brooks

- Program assessment plan reviewed (used policy from WSC as template). Once the campus approves assessment, the campus dean will send it to the SBHE. Mike moved to reconsider the previous motion of program review from a previous meetings motion approving program review. Seconded by Keith. Previous motion was defeated. Mike made a motion to accept/replace the previous program review policy with the Instructional Program Review Policy being presented. Seconded by Keith. Motion passes.
- Program review will need to be done next year before the HLC visit. This will be in addition to OATF assessment.

Faculty Qualifications Committee – Brooks

- Discussion to determine whether this ad hoc committee should remain a permanent committee to review faculty qualifications or if the review should be left Larry Brooks & Kayla O'toole.
 - Proposed committee membership – Dean of Academic & Student Affairs, Distance Education Director, 1 transfer faculty, 1 CTE faculty, 1 member at large that would be a faculty member from the department.
 - A motion was made by Lexi to make the Faculty Qualifications Committee a standing committee with the proposed membership. Seconded by Shubham. Motion passes.
 - Lexi made a motion to amend her previous motion to include that this committee will also review that faculty placed on plans to become qualified are making forward progress each year. Seconded by Shubham. Motion passes.

Points Committee Updates – Brooks

- Committee reviewed the points assigned to each of committees. The changes were reviewed. A motion was made by Lexi to approve the adjusted points. Seconded by Steve. Motion passes.
- The points committee will review the assigned committee points annually.

Responsibilities and Workload Guidelines – Brooks

- Minor revisions and an addition to the overload guidelines were made. Mike made a motion to approve the changes, seconded by Steve. Motion passes.



Final Exam Exemptions Committee – Chisholm

- Discussion regarding whether to keep or abolish the committee/policy. No action was taken. Committee and policy remain.

CCF – Albrightson

- CCF is asking for faculty participation in Vision 2030 - April 13th in Bismarck
 - Gary will be going and more are welcome to attend. If faculty have any input, they can share with Gary and he can bring them down there.

Other

- None

Motion to adjourn was made by Tracy, seconded by Lexi. Meeting adjourned at 4:21 pm.

Respectfully submitted,
Tracy Chisholm