



Members Present: Keith Knudson, Kayla O’Toole, Heidi Hauf, Nicole Burke, Dr. Lexi Kvasnicka-Gates, Russ Gagnon, Trisha Nelson, Susan Indvik, Keri Keith, Erin Williams, Laura Halvorson, Scott Johnson, Larry Brooks, Tara DeCrans, Beth MacDonald, Dr. Zahra Moss

Guests Present: None

Meeting Called to order 12:10PM

Approval of Minutes - Lexi motions to approve the minutes. Keith seconds the motion. No discussion. Motion passes.

Dean’s Minute – Dr. Migler

- No Dean’s Minute this meeting.

Academic Affairs – Brooks

- New Registrar starts Monday.
- Lisa submitted new fee requests for paramedic (\$400) and DMS (\$500) programs.
- Pre-registration is going well.
- Larry is working with Russ on a curriculum for a Hospitality Management program.
- March 5 deadline for nursing applications. Paige reports that we will be able to admit upwards of 100 nursing students across DCB’s various sites (VSCU, DCB, Minot).
- Shout out to Zahra for a wonderful PTK event.

Curriculum Committee – Brooks

- Course Proposals—7 new course proposals, 8 credit change proposals, and 1 course deletion proposal
 - Course Proposal: AH 257 – ECG/EKG Interpretation (new course)
 - Course Proposal: AH 258 – Practical Skills Lab (new course)
 - Course Proposal: AH 259 – CCMA Exam Prep (new course)
 - Course Proposal: CIS 299 – Special Topics: Video/PC Gaming Concepts (new course)
 - Course Proposal: DMS 201 – Ultrasound Foundation Concepts (credit change)
 - Course Proposal: DMS 211 – Ultrasound Physics & Instrumentation (credit change)
 - Course Proposal: DMS 222L – Abdominal Ultrasound II Lab (credit change)
 - Course Proposal: DMS 223 – Abdominal Ultrasounds III (credit change)
 - Course Proposal: DMS 224 – Abdominal Ultrasounds IV (credit change)
 - Course Proposal: DMS 224L – Abdominal Ultrasounds III Lab (course deletion)
 - Course Proposal: DMS 232 – OB/GYN II (credit change)
 - Course Proposal: DMS 233 – OB/GYN III (new course)
 - Course Proposal: DMS 233L – OB/GYN III Lab (new course)
 - Course Proposal: DMS 241 – Vascular I (credit change)
 - Course Proposal: DMS 284 – Clinical Practicum IV (credit change)
 - Course Proposal: DMS 285 – Clinical Practicum V (new course)
- Curriculum Proposals—5 curriculum change proposals
 - Curriculum Proposal: change to Diagnostic Medical Sonography (new curriculum included as separate attachment)
 - Curriculum Proposal: change to Health Professions (AS) curriculum (new curriculum included as separate attachment)
 - Curriculum Proposal: change to Photography (AAS) curriculum



- Curriculum Proposal: change to Medical Assistant AAS degree curriculum (new curriculum included as separate attachment)
- Curriculum Proposal: change to Medical Assistant Certificate curriculum (new curriculum included as separate attachment)
- Motion(s) on Course and Curriculum Proposals
 - Beth made a motion to approve all curriculum and course proposals. Clint seconded. Motion unanimously passed.

CCF—Gagnon

- No update.

Student Course Evaluations (paper vs. electronic) – Brooks

- Up until last year with COVID, DCB has done paper/pencil evaluations. This was a labor-intensive process. We went electronic during last spring which was easier on Danielle, but the response rate was dismal. Discussion on how electronic in-class would result in higher response rate and ease for Danielle. The logistics of how this would occur needs to be figured out. Larry will report back.

Faculty Emeritus—S. Johnson

- Mike Porter was nominated for Faculty Emeritus after 19 years of service (minimum of 10 years of service to DCB required).
- Lexi motioned to approve his nomination. Heidi seconded. Motion unanimously passed.
- Dr. Migler will now receive Mike Porter's nomination.

Other

- Beth has a list of students who meet qualifications to be a graduation speaker. We will need to vote on a speaker so please be on the look out.
- Danielle and Heidi are working on the Student Recognition Banquet. The Banquet is set for April 27. Limited attendance to students receiving awards and presenters.
- Zahra brought up issues with COVID testing taking students out of class. Every other week testing is scheduled by the Army National Guard. Faculty expressed a need for coaches to prioritize class schedule when planning when students go in for COVID testing. Scott will talk to Corey about this issue.

Beth made motion to adjourn at 12:32 pm Laura seconded; Passed unanimously.

Next regular meeting will be on April 14, 2021.

Respectfully submitted,
Lexi R. Kvasnicka-Gates