

Members Present: Tracy Chisholm, Clint Saunders, Larry Brooks, Janelle Green, Lexi Kvasnicka-Gates, Linda Burbidge, Kayla O'Toole, Scott Johnson, Gary Albrightson, Angie Bartholomay, Laurie Culbreth, Nicole Burke, Travis Rybchinski, Zahra Moss, Keri Keith, Shubham Datta, Rodney Armstrong, Beth MacDonald, Keith Knudson, Cody Clemenson, Chelsey Lorenz, Laurie Culbreth, Heidi Hauf, Penny Belgarde, Nicole Burke, Tara DeCrans, Roberta Varella, Jackie Migler, Trisha Nelson, George Acherman, Natalie Feast, Dr. Jerry Migler

Guests Present: none

Approval of Minutes – Janelle made a motion to approve the minutes from the May 6 meeting; Angie seconded; motion passed.

Dean's Minute – Dr. Migler

- Dr. Migler wishes us a great year.

Academic Affairs – Brooks

- OER money is available through the system office. Please contact Larry if interested in money for using OER.
- October 1 is the deadline for GERTA and Common Course Numbering requests.
- Those teaching over IVN to Minot will not have Carla Davis. Three part-time test proctors have been hired in Minot to proctor the exam. Penny will be the second line of proctoring (the MSU Testing Center is the third line of defense). Penny will be sending out contact information for these proctors. Please utilize Blackboard for assignments and handouts.

Curriculum Committee – Brooks

- Curriculum additions:
 - Proposal to add First Aid/CPR to AMT certificate and AAS degrees.
 - Discussion: Reasoning: working on a farm can be dangerous and this would be beneficial. Concerns: we only offer the course on Friday.
 - Erin moved to approve. Seconded by Keri. Discussion held. Motion passed.
- Course proposals:
 - Proposal to add HPER 150-Varsity Sports: Clay Target Shooting—taught by Cody Clemenson. Students will use Bottineau County Wildlife Club for meets and can practice using a simulator in the old concession room.
 - Discussion held. Need five students, one is committed, and others have expressed interest. Surrounding schools have 10-20. Competitions will occur at the Wildlife Club with a year-end championship in Alexandria, MN.
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 - Proposal to add ENGL 251: British Literature I and ENGL 252: British Literature II—taught by Marcus Bjornson.
 - Discussion held. The course would only be offered at MLS to dual credit students. Marcus would like to only offer to MLS this academic year and would then like to provide it online and potentially on campus (over IVN).
 - Clint moved to approve HPER 150, ENGL 251, and ENGL 252. Linda seconded. Motion passed.

CCF

- Trisha reported that CCF did not meet this summer.

Teaching Evaluations –S. Johnson

- An ad hoc committee will be looking at this.

Spring Assessment Day

- February 22 is being proposed for spring assessment day (this is the day after Presidents' Day).
- Lexi moved to approve February 22. Travis seconded. Discussion held regarding the difficulty in canceling labs. Monday and Friday has more viability because nursing could join and lectures are easier to cancel. Motion failed.
- This topic is tabled. The Assessment Committee will discuss dates and come back in September.

Salaries

- Nine-month faculty received a \$900 raise instead of the \$1,200 that was discussed in May. The \$900 was a minimum. Discussion was held amongst the DCB Salary Committee.
- Salary compression is very prevalent at DCB.
 - DCB average salary is \$36,074
 - Minot State average salary is \$54,XXX
 - LRSC average salary is \$47, 545
- Discussion held. Increased salaries could help with retention of staff and faculty. Market study resulted in large increases for Minot State. Salary committee should look at where we go from here. Salary Committee will be a standing item for Faculty Senate this year.

Election of Committees

- Appointments made by Faculty Senate (see 2021-2022 list).
- Ex-officio on Academic Standards Committee changed to AIP Coordinator. Zahra moved. Chelsey seconded. Motion approved.
- Faculty elected:
 - Faculty Rights Committee: two positions available.
 - Faculty Salary Committee: all elected. Lexi, Janelle, Keri, and Scott would like to stay. Linda would be interested in going on or at least helping with numbers. Erin would also be interested.
 - Ranking and Promotions: will elect on an Associate and an Assistant Professor.

Other

- SWOT analysis—Erin inquired whether this is something we should start. Strategic Planning will be a standing item.
- Diversity Committee will be doing a food stand/booth for the welcome weekend on Sunday.
- Honors is happening again. Make sure you mention this in the “parent class.” Students need a 3.25 GPA or a 22 ACT. Applications outside Keri’s door.

Clint made motion to adjourn at 10:38 am Chelsey seconded; Passed unanimously.

Next regular meeting will be September 23, 2021.

Respectfully submitted,
Lexi Kvasnicka-Gates