

Members Present Tracy Chisholm, Rodney Armstrong, Amy Koehler, Kayla O'Toole, Larry Brooks, Travis Rybchinski, Lexi Kvasnicka-Gates, Keith Knudson, Linda Burbidge, Penny Belgrade, Ashley Pedie, Janelle Green, Gary Albrightson, Nicole Burke, Erin Williams, Zahra Moss, Susan Indvik

Approval of minutes– A motion to approve the minutes from the August and September 13th, 2019 meetings was made by Lexi, seconded by Keith. Motion passed unanimously.

Dean's Minute

- Dr. Migler not present
 - Sent thanks for Great Fall Semester start

Academic Affairs-Brooks

- Attended ND Gen Ed conference
 - Larry and Gary
- Co-Op Ed needs to be standardized
 - Larry sent out form to be reviewed by faculty

Curriculum Committee – Brooks

- Change to Human Resource Management Curriculum
 - Require 4 of the 6 HRM courses instead of all 6
 - Keith made motion to approve; Erin 2nd; Passed unanimously
- New course Proposals
 - ART 150
 - Amy made motion to approve; Zahra 2nd; Passed unanimously
 - HIST 224
 - Ashley made motion to approve; Keith 2nd; Passed unanimously
 - PLSC 251
 - PLSC 261
 - Linda made motion to approve both PLSC courses; Rodney 2nd; Passed unanimously
 - CSCI 281
 - Will require significant change to curriculum
 - Keith made motion to approve; Lexi 2nd; Passed unanimously
 - AG 246
 - AG 244
 - Amy made motion to approve both Ag course; Rodney 2nd; Passed unanimously
 - HORT 123
 - Keith made motion to approve; Susan 2nd; Passed unanimously

CCF-Gagnon

- No Report

Academic Catalog Updates- Kvasnicka-Gates

- Need to update academic catalog-HLC compliance
 - Pg. 150-160; Bulk
 - Department heads work with faculty to decide how they will go through and update
 - Submit changes OCT. 14th to April

Retention Activates- Kvasnicka-Gates

- Looking to change focus-in limbo
 - This year- increase retention numbers by 2.5%
 - Ask faculty and staff to participate in connection events
 - Fun meals-Sodexo
 - 2 every month
 - Ask faculty and staff to attend 1 home athletic game per sport

Policy Committee-Williams

- Direct policy changes to right committee
- Create timelines
- Review and submit to deans council
 - Student senate review student and residential handbooks
 - Faculty, Staff and Student Senate's review employee handbook
 - Looking to create a policy document.

Credit Hour Policy- Brooks

- Ad Hoc committee met and made small changes
 - Standardized
 - Meets HLC requirements
- Motion to approve Credit hour Policy was made by Keith, seconded by Zahra. Motion passed unanimously.

Drug Free Campus Policy-Moss

- Motion to approve 1st read was made by Susan, seconded by Amy. Motion passed unanimously.
- For 2nd reading ask to review violation and campus regulation sections
- Looking for an online drug education course to utilize with policy

Responsible Employee/Title IX on Course Syllabi-Chisholm

- Move to October meeting

High Enrollment Course Ad Hoc committee-Williams

- Move to October meeting

Other

- None

Erin made a motion to adjourn, seconded by Lexi. Meeting adjourned at 1:11pm.

Respectfully submitted,
Amy Koehler