

Members Present: Tracy Chisholm, Angie Bartholomay, Keith Knutson, Heidi Hauf, Beth MacDonald, Rodney Armstrong, Hattie Albertson, Gary Albrightson, Linda Burbidge, Kayla O'Toole, Keri Keith, Laura Halvorson, Zahra Moss, Erin Williams, Larry Brooks, Janelle Greene, Scott Johnson, Travis Rybchinski, Nicole Burke, Tara DeCrans, Jackie Migler

Guests Present: Bridget Gustafson

Meeting Called to order 12:10PM

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

Dean's Minute – Dr. Migler

- No Dean's Minute this meeting. Larry wanted to give a friendly reminder on Dr. Migler's behalf to please stay the course of COVID.

Academic Affairs – Brooks

- A request has been submitted to the state board to charge course fees for paramedic and sonography programs.
- There were 16 applicants for the registrar job. 4 to 5 interviews will take place over the next week.
- Paige Baade and Larry met with the president of University of Jamestown. With the approval of the AND and PN programs approval will be a possible articulation agreement for a BSN degree.
- Finishing up the fall schedule for Fall 2021. Hopefully will be able to open enrollment early March.

Curriculum Committee – Brooks

- 4 course proposals and 2 curriculum changes
 - Credit change to CHEM241 and CHEM242. Currently 4 credit course and would like to switch to receiving from Williston and would change to 5 credit then. Scott motions for the change. Janelle seconds. Motion passes
 - Approval of UAS curriculum. 4 courses already offered, but proposing to bundle them to offer a certificate of completion and can become commercial operator if pass the nation test. No major changes to courses just adding a credential. Keith motions to approve. Janelle seconds. Motion passes.
 - Curriculum change to – delete HRM 100 and add Arts/Humanities/Social Science elective to the Administrative Assistant AAS degree. The change is needed as when PSY 100 was part of curriculum it filled the elective. With the change to HRM 100 it does fall short on the Arts/Humanities/Social Science elective. Beth motions to pass the change. Janelle seconds. There are concerns with missing the content of HRM 100 but it will then be up to the advisor to direct them to the best fit for their degree and career goals when choosing the electives offered. Motion passes.
 - New Course ENGL 278 Alternative Literature and ENGL 236 Women and Literature. Hattie is proposing the courses just mentioned. She has passed the faculty qualifications committee. The initial thought is to offer them online, but an option to offer them face to face if needed. Not writing intensive, but does include one bigger paper. Zahra motions to pass the two courses. Erin seconds. Motion passes.

CCF—Gagnon

- The Constitution and by laws were updated. Some minor changes were made. They do have to be voted on by each institution. Could do a virtual vote if needed.
- Tracy will forward them out today and will look for a motion, second, and 10 votes by Friday.
- Virtual Vote was made. Motion from Russ to approve the changes. Second by Susan. No discussion. Motion passes.

Retention Committee Update – Halvorson

- Change to members. Updating professional advisors, removing TRIO staff. Removing a coach and adding the AD. For faculty representation recommending a full time on campus faculty member.

NDGEC – Brooks

- Amendments to the Constitution. Clean and dirty versions attached. Zahra motions to pass. Erin seconds. Motion passes.
- Needing an alternate voting member. Current members are Larry and Gary. If anyone is interested in being an alternate. Please let Larry know. They meet commonly on Fridays and do have good professional development opportunities available.

Policy on Finishing Courses Remotely—Brooks/Keith/Kvasnicka-Gates/O’Toole

- It has been a said thing that students are not allowed to finish classes remotely once they have started them face to face. There has been no formal policy. The attached is a policy stating they must receive permission from all instructors under an extreme circumstance.
- If passed at faculty senate, would be sent to policy committee. There it is determined if any other senates need to vote on the policy, and then forwarded to Dean’s council.
- Concern if the courses is sent to other campuses do the students follow our policy or their own campus policy. The students would follow their campus policy.
- Motion by Janelle, second by Erin. Discussion is concern of process and what the form will look like. Motion passes.

Graduation Speaker –

- Last year the plan was to go with Ryan Minor. If there is any other discussion please let Tracy know. Also open to an recommendations for honorary degrees. Also please let Tracy, Larry, or Dr. Migler know.

Other

- None

Janelle made motion to adjourn at 12:50 pm Scott seconded; Passed unanimously.

Next regular meeting will be in March 11, 2021.

Respectfully submitted,
Laura Halvorson