

Members Present: Tracy Chisholm, Nicole Burke, Kayla O’Toole, Laura Halvorson, Lexi Kvasnicka-Gates, Heidi Hauff, Keith Knudson, Tara DeCrans, Clint Saunders, Beth MacDonald, Amy Koehler, Linda Burbidge, Rodney Armstrong, Zahra Moss, Angie Bartholomay, Travis Rybchinski, Larry Brooks, Janelle Green,

Guests Present: None

Approval of Minutes – Keri made a motion to approve the minutes from the Oct. 21 meeting; Angie seconded; motion passed.

- Special meeting minutes Oct. 22.
- Special meeting minutes Nov. 5
 - Motion to batch approve made by Clint. Seconded by Heidi. Motion passed.

Dean’s Minute – Dr. Migler

- No Dean’s Minute this meeting

Academic Affairs – Brooks

- New nursing cite in Jamestown. Between 6-12 students in the first cohort.
- Dawn Romfo resigned and Paige Baade will serve as interim.
- We have \$100,000 for online course development and redesign primarily for CTE course development.
- More funding is available for faculty to have technology for campus or home office.

Curriculum Committee – Brooks

- Course proposals:
 - New course proposal
 - BIOL 150H and 151H—new honors courses proposed by Janelle Green.
 - Heidi moved to approve. Angie seconded. Motion passed.
 - PLSC 252 and 253—new classes in the hemp production program by Keith Knudson
 - Janelle moved to approve. Linda seconded. Motion passed.
 - Curriculum change to Paraprofessional Education AAS
 - Replace PSYC 100 with ARTS/HUM/SS elective
 - Keri moved. Heidi seconded
 - Course description change for MATH 104-Finite Math
 - Course description is now in alignment with Common Course Numbering. This is the approved description through NDUS.
 - Heidi moved to approve. Keith seconded. Motion passed.
 - New Course Proposal
 - DMS 242-Vascular II
 - DMS 242L-Vascular II Lab
 - DMS 250-Comprehensive Review
 - DMS 284-Clinical Practicum IV
 - Amy motioned to approve. Janelle seconded. Motion passed.

Overload Pay Procedure Form—Green

- Janelle presented a new process and form for overload pay.
- New policy to Employee Handbook Section 2 Chapter 1 Subsection 2.4.
 - New additional of a subsection “c” regarding the procedure for Overload Agreement and form.

- If a full-time faculty member reaches an overload for the semester, the faculty member will complete the Overload Agreement form. The form must be submitted to the corresponding department chair within 3 weeks of the semester start for approval and then forwarded to the Associate Dean for Academic and Student Affairs for signature and approval. The Overload Agreement forms will be turned over to the Campus Dean for final approval by November 16th/April 16th and will be paid out December 15th/May 15th of each year.
- Motion by Angie to approve with edits. Seconded by Erin. Motion passed.

High Enrollment Compensation

- Procedure for compensation for faculty was discussed. Larry received no feedback since the last Faculty Senate meeting
- Larry and Kayla are working to determine caps.
 - Motion to approve by Clint. Seconded by Janelle. Motion passed.

Evaluations-Faculty Policy F.601.1

- Lexi and Larry worked on some changes to the policy.
 - Tabled until the December 9, 2020 meeting so that faculty have sufficient time to look through the proposed changes.

Other

- Zahra reported that there are 6 or 7 new PTK members. Several have received sponsorship through faculty and staff donations. Fall scholarship deadline is approaching.
- Academic Discipline Group meetings are being held for the entire NDUS. Zahra volunteered to chair the HIST group.

Angie made motion to adjourn at 12:44pm Travis seconded; Passed unanimously.

Next regular meeting will be in December 9, 2020.

Respectfully submitted,
Lexi Kvasnicka-Gates