

Members Present: Heidi Hauf, Erin Williams, Lexi Kvasnicka-Gates, Penny Belgarde, Paige Baade, Tracy Chisholm, Laura Halvorson, Keri Keith, Trisha Nelson, Kayla O’Toole, Valerie Riveria, Leslie Stevens, Tara DeCrans, Travis Rybchinski, Scott Johnson, Rodney Armstrong, Beth MacDonald, Zahra Moss, Larry Brooks

Guests Present: Dr. Migler

Approval of Minutes – Scott made a motion to approve the minutes from the Dec. 8 meeting; Keri seconded; motion passed.

Dean’s Minute – Dr. Migler

- Dr. Migler shared information about COVID spikes. Currently 20 total positive cases with 58 being monitored. Dr. Migler asked if (with 60 students not in class), do faculty want to continue with face-to-face classes, or do we go online for a week. Faculty expressed a desire to continue holding class face-to-face with links to Pexip/Collaborate for students who need it.

Academic Affairs – Brooks

- Staff changes: Shubham Datta resigned effective Feb. 1. Janelle, Angie, and Larry are covering his classes.
 - Natalie Feast is resigning Feb. 11.
 - Kathy Jelsing was hired as a part-time grant writer (Indrani Sasmal will also
- Mentor Connect invitation which will train Kathy, Linda B., and Larry on writing an NSF grant.
- PN program planning in Jamestown is wrapping up.
- Programming in Minot for Paramedic Tech is going well.
- Keri Keith and Larry have been working on a small business management certificate at Minot High School.
- CTE programs in Minot are receiving some funding.
- Student Affairs—looking to hire a Director of Student Services to help reduce Larry’s workload as he focuses on the new CTE Center in Minot.
- Enrollment numbers Spring 2022: 939 headcount (still waiting on Farm Business Management and some dual credit), 1030 was last spring. 331 full time students this spring. All numbers look really good.

Curriculum Committee – Brooks

- No meeting this month.

CCF

- Trisha reported that CCF did not meet this month. Next meeting is Feb. 1

Teaching Evaluations –E. Williams

- Ad Hoc committee has not met this month.

Salary Committee

- Faculty Salary Committee and Staff Salary Committee met with Dr. Migler yesterday. Dr. Migler definitely feels that we need to do something to increase salaries. He is hoping for a pot of \$200,000 for salary raises. Dr. Migler wants to know how we use this money. Issues to consider: salary compression, increasing base salaries, setting a salary schedule, and more. Salary committee will put together a survey or have a special meeting with faculty to discuss how to allocate the money.
- Sick Policy Survey—overwhelming support for a sick policy to be put into place. All but one faculty member supported maternity leave. We will need an ad hoc committee for sick/maternity policy.

- Question was posed to Keri regarding how maternity leave is figured out and how sick leave is followed. Larry said that maternity leave is left to Vonda. Sick leave is very flexible. Larry said that “we would work with them (faculty) to cover classes and duties.” Right now there is a lot of flexibility—if Keri dropped of a stroke she would be paid through the end of the contract. Larry personally believes that we have a good policy now—it is very open-ended and flexible.
- Keri inquired whether maternity leave would be paid. Larry thought it would be paid for 6 weeks and not after that.
- Tracy asked for volunteers to serve on the ad hoc committee for sick and maternity leave. Keri volunteered. Tracy will send out an email asking for more volunteers.

Strategic Plan

- Three senates will meet with a consultant and do a SWOT analysis at the end of February. Tracy, Laura, and Lexi will represent faculty senate.

Other

- Honorary degree recipients—if you can think of anyone, let Tracy or Dr. Migler know.
- Graduation speaker—if you can think of anyone, let Tracy or Dr. Migler know.
- Keri asked that you encourage students to enroll in honors.
- Starfish surveys for administrative withdrawal were sent out.

Laura made motion to adjourn at 12:39pm Beth seconded; Passed unanimously.

Next regular meeting will be February 16, 2022.

Respectfully submitted,
Lexi Kvasnicka-Gates