

Members Present: Keri Keith, Tracy Chisholm, Mike Porter, Dr. Lexi Kvasnicka-Gates, Clint Saunders, Amy Koehler, Steve Sathre, Scott Johnson, Travis Rybchinski, Larry Brooks, Rodney Armstrong, Jackie Migler, Keith Knudson, Heidi Hall, and Dr. Gary Albrightson.

Approval of minutes– A motion to approve the minutes from the January 2018 meeting was made by Lexi, seconded by Keith. Motion passed unanimously.

Dean's Minute – Migler

- Update on new Tuition Model still in the works – in place 2019. DCB plans to
 - Propose to stay with flat rate tuition
 - Propose incorporating course fees into tuition cost. Would increase tuition about \$2/credit
 - Propose same tuition rate for campus & online courses. Would increase tuition about \$3/credit
 - Keep distance education access fee
 - Propose to keep current Nursing program cost of \$400/semester (not per credit)

Blackboard Update – O'toole

- All courses will have the same setup so to remain consistent for students. Two options for how to use master shells.
 - Option 1 – one master shell per class/instructor/delivery method/course length. Will use same master for fall & spring semesters. Fewer shells, but changing dates each semester will be an issue.
 - Option 2 – separate master shells for fall & spring semester courses. Changing dates will be easier, but there will be more shells to update.
- A motion was made by Lexi to adopt option 2 for Blackboard master shells, seconded by Tracy. Motion passes. Keri will relay the decision Mike O'toole.

Academic Updates

- DCB is working with Bottineau High School to bring dual credit courses to their campus during their 4th, 5th, and 6th hour classes. Our instructors would go to the high school and teach from an IVN classroom to still be able to teach to other locations.
- A new HR management program will begin Fall 2018
- Working to restore Burdick Job Corps relationship – we would provide advanced program training after students took classes there.
- Looking to expand the nursing program in Minot to 18 PNs and 24 ADNs
- Looking to revive the Ag program
- DCB will be receiving ECON classes from WSC next year

Curriculum Committee – Keith/Saunders

- New courses were proposed.
 1. HORT 151 – Introduction to Plans and Pests
 2. HORT 152 – Pest Identification
 3. HORT 153 – Pest Management
 4. POLS 115H – Honors Course: American Government
 5. HIST 212H – Honors Course: World Civilization from 1500
 6. EDUC 102 – Crisis Prevention Training I
- A motion was made by Lexi to approve HORT 151, 152, and 153; seconded by Jackie. Motion passes.
- A motion was made by Lexi to approve POLS 115H and HIST 212H; seconded by Heidi. Motion passes.
- A motion was made by Keith to approve EDUC 102; seconded by Scott. Motion passes.

Assessment Plan Proposal – Brooks

Instructional Program Review Policy – Brooks

Faculty Qualifications Committee – Brooks

Points Committee Updates – Brooks

Responsibilities and Workload Guidelines – Brooks

Final Exam Exemptions Committee – Chisholm

CCF – Albrightson

Other

- Due to lack of time, these items will be addressed at a special meeting.

Meeting adjourned at 12:55 pm.

Respectfully submitted,
Tracy Chisholm