

Members Present: Tracy Chisholm, Laura Halvorson, Larry Brooks, Trisha Nelson, Keri Keith, Linda Burbidge, Paige Baade, Kayla O'Toole, Beth MacDonald, Dr. Lexi Kvasnicka-Gates, Dr. Gary Albrightson, Tara DeCrans, Nicole Burke, Travis Rybchinski, Erin Williams, Dr. Zahra Moss, Keith Knudson, Scott Johnson, Becky Pfenning, Val Rivera, Rodney Armstrong

Guests Present:

Approval of Minutes – Keri motions to approve minutes from November meeting. Scott seconds the motion. Motion carries.

Dean's Minute – Dr. Migler

- No update

Academic Affairs –Larry Brooks

- DCB received \$100,000 in GEF funding. The money will be used for developing hybrid courses for the new CTE Center in Minot. Larry and Kayla will be reaching out in the near future to faculty who might be interested in developing a course.
- CTE Vision visit took place back in November. We did receive 1 recommendation that requires a plan of action however there was lots of positives that came from the visit.
- CTE/Faculty – Report-using in the spring semester.
- Good luck with Finals.
- Department chairs were meetings about Eperformance but discussed they will wait and see what inform comes from the teaching evaluation committee before deciding if we will move forward.

Curriculum Committee – Larry Brooks

- New Course Proposals
 - Clay Target Varsity Shooting – HPER 250 – 1 credit wellness Spring only
 - Clay Target Varsity Shooting – HPER 251 – 1 credit wellness Spring only
- Course Title Change Proposal – PHOT 180 and PHARM 215 with CCN Matrix title Change
- Erin motions to pass both course proposals and course title changes. Linda seconds the motion. Motion carries.

CCF—Trisha Nelson

- Trisha reported that CCF met
 - met on Dec 7 via MS Teams.
 - Eric Olson was there on behalf of General Council and AG Office to discuss Q&A on SB2030.
 - AdHoc committee on president evaluation reported they are still forming the committee.
 - Constitution and By Laws have been revamped. All campus faculty senates will need a vote by February 2022. Documents will be added to MS Teams
 - Eperformance will plan to roll out for campuses interested. Would like a vote if campus plans to participate.
 - Discussion regarding Wednesday before Thanksgiving if a reporting day for faculty or not.
 - Discussion regarding a DEAD week system wide. What campuses currently do.
 - Contract dates for the system moved to one month prior. Issue date would be June 1st and return date June 20th. This would be a change from July 1st and July 20th.



Teach Evaluations-Erin Williams

- committee has not met recently. No feedback from faculty has been received. Group has tabled any discussion until Spring.

Salaries-Keri Keith

- It was decided to compare salaries and averages with LRSC as they are the closest to size and demographic.
- It is hard to compare exact salaries, without details of contracts as that is not something most people want to share, but using open payroll website, you can find salaries averages, and LRSC has a salary formula. According to that formula ranges are based on years of teaching, degree, and work experience. Although this could mean some big adjustments for some, we will have to find a way to balance out what the budget can handle.
- Sick leave/Maternity leave is not something earned at the school. LRSC does give 8 days of leave a year and can carry or donate at the end of the year. We have no policies and place and each case is treated on a case by case, which leaves too much room for inconsistencies.
- Will send out a survey to find out people's thoughts and feelings and a special meeting called in the spring semester.

Course Caps-Tracy Chisholm/Open Discussion

- Course caps have been emailed out. If you have any questions, please bring to department chair or Larry.

Strategic Plan

- No update

Other

- Honors Symposium at 5PM in conference room.
- Please watch for a special meeting regarding salaries.
- Watch for survey on salary feedback.

Lexi motioned to adjourn 12:58PM Travis seconded; Passed unanimously.

Next Meeting January 20th

Respectfully submitted,
Laura Halvorson