

**Members Present:** Keri Keith, Tracy Chisholm, Larry Brooks, Mike Porter, Keith Knudson, Russ Gagnon, Clint Saunders, Rodney Armstrong, Angie Bartholomay, Amy Koehler, Scott Johnson, Taija Hahka, Kayla O'Toole, Dr. Migler, Ashley Pedie, Dr. Gary Albrightson,

**Approval of minutes**— A motion to approve the minutes from the November 2018 meeting was made by Scott, seconded by Angie. Motion passed unanimously.

#### **Dean's Minute**

- Congrats to Tracy on Tenure recommendation
- Governors State Budget Presentation
  - Request to increase budget of 2-4%
    - Try to provide dollars for insurance increase
    - Additional dollars for compensation
    - Anticipate comes as total percentage per state agency
  - Increase for higher ED
    - Challenge fund
      - We've left money on the table before
      - Other colleges more aggressive
  - Capital Project
    - Governor mentioned 2
  - Can find all this on Governor's website
- Salary committee
  - Met and forwarded recommendation and gave direction for any salary increase
- State board meeting tomorrow to approve new Ag program

#### **Curriculum Committee – Brooks**

- Proposal change for Photography AAS
  - Business math requirement changed to any math elective 103 and higher
  - Keri moved to pass and Angie second, motion passes unanimously

#### **Academic Affairs – Brooks**

- New nursing faculty member hired in Minot
- New Ag program to be voted on
- Resurrected 2 committees
  - Student life committee
  - Food Service committee
- Meeting with Gary A. of Bottineau
  - Developing EMT course next year on DCB campus
  - Secondary training career tech training
- Legislation
  - Committee to work on legislation issues
  - Need to be politically active just not as employees, but as private citizens

### **Online Faculty Evaluations-O'Toole**

- One response from online faculty
- Creates paper trail for Kayla to follow up on
- Part of online faculty contract
- Mike moves to adopt online faculty evaluation, Keri second
  - Larry asks that it be a "living document"
  - Motion passes unanimously

### **ESA Policy-Brooks**

- Tabled to after winter break

### **Recommendations for Honorary Degree-Chisolm**

- Recommendations
  - Dom Thompson-Angie
- Zara asks about prerequisites
  - Mike-"long time servants of ND"
  - Angie suggests Dom fits better for "Friend of College"
- Put off one more time for more recommendations in January

### **Student Handbook-Brooks**

- Student senate meeting
  - Passed 1<sup>st</sup> read w/ revision
  - Mike moves to table for all edits/revisions given to Larry before beginning of Spring semester
    - January 4<sup>th</sup> and approve at 1<sup>st</sup> January meeting

### **CCF-Porter**

- Meeting discussed what faculty rep. on Higher ED Board can and cannot do
- Title 9 discussion
  - Sexual harassment policy has been re-done
    - Limit to only U.S. charges
    - Engages only on campus activities
    - No longer mandatory reporting
    - 60-day comment period
- Tenure for presidents
  - CCF opposes

Keith made a motion to adjourn, seconded by Clint. Meeting adjourned at 12:53pm.

Respectfully submitted,  
Amy Koehler