

**Members Present:** Keri Keith, Tracy Chisholm, Mike Porter, Dr. Lexi Kvasnicka-Gates, Clint Saunders, Amy Koehler, Steve Sathre, Scott Johnson, Tricia Nelson, Russ Gagnon, Penny Belgarde, Larry Brooks, Kayla O'toole, Dr. Shubham Datta, Keith Knudson, Erin Williams, and Dr. Gary Albrightson.

**Approval of minutes**– A motion to approve the minutes from both the February 2018 meeting and the February 16, 2018 special meeting was made by Lexi, seconded by Scott. Motion passed unanimously.

#### **Dean's Minute – Migler**

- Discussion regarding campus closure on 3/7/18 due to threat at Bottineau Public School. Will be looking into things there were done well and what can be improved.
- The proposed Tuition Model has been submitted.
  - Only adjustment that wasn't mentioned at previous meeting was the multiplier for out of state students.

#### **Academic Updates – Brooks**

- Student Affairs – current numbers are up from last year at this same time
  - Students applied – 173 (last year 116)
  - Apps received – 106 (last year 52)
  - Matriculated – 15 (last year 7)
- Have received 149 applications from prospective nursing students
  - Have hired Connie Geyer as new nursing instructor in Minot
  - Number of students accepted depends on faculty resources
- HR management certificate and AAS program were approved by SBHE
  - Look to have an articulation with VCSU for students to be able to finish BA there
- Looking at cleaning up program titles
- Diplomas will be moved into certificate programs
- F2018 class schedule should be out next week
- Minot State would like DCB to offer general education courses to online students

#### **Curriculum Committee – Keith/Saunders**

- Changes to CIS program: addition of CIS 235 – Digital Video Basics and CIS 188 – Application Design, deletion of CIS 201 – Cascading Style Sheets. Motion made by Amy to approve changes, seconded by Shubham. Motion passes.
- New course HPER 102 – Activity Running II for students wanting to take the course for a second time. Motion made by Tracy to approve, seconded by Clint. Motion passes.

#### **Faculty Bio Pages – Kvasnicka-Gates**

- Each faculty member will have their own page on the website.
- A form will be sent out. Jacob will create the pages.



#### **Friends of DCB – Keith**

- The proposed policy was presented. Looking for endorsement from both Faculty and Staff Senates. Keith made a motion to accept the policy, seconded by Amy. Motion passes.

#### **CCF – Albrightson**

- Tuition Waiver used to be 100% until 2015, then was changed to 50%. A proposal is going to be made to move the waiver back to 100%.
- Blackboard Migration – some issues for those that have already been using Blackboard. There are three possible options for those campuses that have not yet made the conversion. A Blackboard rep will be on campus next week.
  1. Continue as planned
  2. Pause migration for a year
  3. Use separate instances for different campuses – each campus would have own login

#### **April FS Meeting Change**

- Proposal to change date from 4/11 to 4/4 due to some faculty members will be at HLC conference. Motion made by Lexi to approve date change, seconded by Gary. Motion approved.

#### **Other**

- None

Next Meeting April 4, 2018.

Lexi made a motion to adjourn, seconded by Tracy. Meeting adjourned at 12:57 pm.

Respectfully submitted,  
Tracy Chisholm