



Faculty Senate Minutes November 2, 2017

Present: Jacklyne Carlson, Deb Cave, Danny Devlin, Howell Flowers, Matt Frohlich, Heather Gysberg, Lisa Hoynes, Deb Mantz, Angie Milakovic, Lindsey Novak, Ryan Okerson, Erin Price, Melanie Schock, Jean Rolandelli, Sean Thorenson, Michael Tomanek, Shirley Wilson, Jordan Schade, Student Government Association, Ginny Saiki, and Jackie Hagel (Notetaker)

Absent: David Lewellyn, David Mozingo, and Vance Vesey

Exofficio Members Present: Bruce Emmil, Carla Hixson, Amy Juhala, and Dan Leingang

Call to Order

President Carlson called the meeting to order at 3:30 pm.

Approval of Minutes

Senator Devlin moved to approve the October 5, 2017 minutes. Senator Tomanek seconded. Motion carried.

Operations Council

Emmil reported the Operations Council met October 25. Items discussed were: mileage reimbursement rate for personal vehicles being lowered as much as 10 cents—state reimbursement is 42 cents. This may encourage employees to drive a state vehicle vs. personal vehicle; reviewing standing committees making sure information is up-to-date; possible move of ICE Room to the Dakota Room in Student Union; office space for National Guard representative on campus; new 911 app being added to Bismarck State College, but not sure of time frame.

Council of College Faculties

President Carlson stated the Council of College Faculties will meet Tuesday, November 7. Items on the agenda are: quarterly board meetings, update changes to policies, and creating a Share Point site.

Student Government Association

Senator Schade reported nothing new and exciting happening with SGA, at this time.

Committee Reports

Old Business

Common Syllabi

Senator Wilson mentioned a number of faculty are having difficulty locating the common course syllabus on the CORE Portal. It can be found under Academic Affairs – Faculty Resources.

New Business

Retention

President Carlson stated she and Saiki have discussed various topics regarding retention—How do we keep students here and have them graduate? What can we do for underprepared students? Carlson believes these are the students we lose.

Senator Gysberg stated it would be great if a tutor could be in ASC classes that she teaches. Senator Schade agreed, that way students get to know the tutor and may feel more comfortable going to the Sykes Student Success Center. Leingang suggested this would be a great team project.

There was discussion on first-year type classes and possibly making it mandatory for each student. It was suggested the class be face-to-face. Technical program students are maxed out on credits, so not sure how they would take another credit. How do we accomplish? Would the class need to run a full 16 weeks or could it be a seminar type activity held in Sidney J Lee Auditorium or Bavendick Stateroom for all students?

Saiki mentioned she will be revamping Starfish and would to change the name to something else—possibly Mystics Success and place in Blackboard. If you have other suggestions, send to Saiki. Saiki can create a specific survey for faculty, so let her know if you would like that done.

It was suggested that a break in October would be great for both students and faculty. This would have to be system-wide decision, so Leingang suggested this idea be brought forward for North Dakota University System review.

Jeans Day

Faculty Senate and Staff Senate can request a special jeans day (other than a Friday) once a semester.

Questions from Faculty

- A. What is being done in the former Art space in the basement of Werner? Leingang stated there has to be non-appropriated revenue from housing, etc., before something could be done with that space.
- B. How can we clean up the catalog? President Carlson mentioned there are many classes in the catalog that may never be taught. Juhala stated the curriculum committee is in the process of inactivating classes.

List of Questions for December Meeting

Dr. Skogen will attend the December 7 meeting. President Carlson would like to compile a list of questions for Skogen before the December meeting. Email questions to Carlson by Thursday, November 9.

Administrative Reports

Leingang stated the North Dakota University System Academic Calendars are still in process of being approved. The Wednesday before Thanksgiving is not a holiday on the 2018-19 academic calendar. Starting 2019-20 and forward, the Wednesday before Thanksgiving will be a holiday.

The winter break for 2019-20 is between December and January. It has been recommended that spring classes start January 13.

Leingang stated the HLC visit to Lineworker (Electrical) and Allied Health Campus sites went very well and faculty did a great job representing their programs. A report should be sent to Bismarck State College soon.

Emmil stated Sandy Fried is working with individuals on campus to better define course components. Field experience/practicum, cooperative education, and internship definitions were created by the North Dakota University System and cannot be changed. There are six other course components that we can modify, if necessary. The curriculum committee will review this information. Emmil suggested we discuss at December faculty senate meeting.

President's Update

Mystic Marketplace Survey

President Carlson stated she and others are working on trying to get the \$5 cheeseburger special back on the Mystic Marketplace menu.

President Carlson mentioned Faculty Senate deals with a lot of policies/procedures changes; Staff Senate creates more initiatives. The Staff Senate is discussing the placement of a food pantry on campus.

Senator Frohlich moved to adjourn the meeting at 4:50 pm. Senator Gysberg seconded. Motion carried.