



Division Chair Meeting

January 30, 2017

Noon

Video Conf.: EGF-Room 301/TRF-Room 662/AC-Room 16

MINUTES

Attendees: Brian Huschle, Jodi Stauss-Stassen, Mike Curfman, Curtis Zoller, Carey Castle, Dorinda Sorvig, Kari Koenig, Kent Wagner, Erin Almlie, Brian Suckow, Justin Berry, Karl Ohrn and Lori Johnson, Recorder

Absent: Linda Samuelson

Topic	Responsible Party	Discussion/Outcome
Call to order		noon
1. Welter World Citizen Award	Karl	Karl announced the nomination for this spring and the group approved. Karl will forward name of nominee.
2. ITV Classes – Roseau Site	Mike	Mike talked about the possibility of offering ITV classes at the Roseau site this summer. Some drawbacks were discussed: <ul style="list-style-type: none">• It would be best if instructors used D2L to administer tests/quizzes.• Printer/Scanner is out in the hall so instructors wouldn't have visual contact at all times.• If necessary, a locked drop-box could be installed for minimal cost but papers could not be retrieved on a regular basis.• If there were technical issues, it would be a hardship for students as the summer classes are condensed. Mike and Brian will take a look at the class offerings this summer to see what classes would work best and if instructors are willing to make necessary adjustments to delivery methods.
3. Current Year Academic Schedule Status		Karl is working on the rotation for staffing the summer course schedules – 50% complete.

4. Upcoming Academic Year Schedule Status		<p>Fall 2017 is entered and draft sent out to the chairs for review. Departments still needed: TRF Campus: AGRG, AUMO, CRJU EGF Campus: CARP</p> <p>Mike asked about the possibility of substituting another evening course offering this fall in place of Intro to Business. COI is offering Intro to Business to their Roseau cohort this fall and would like to see a different evening course offered, to give their students another opportunity.</p> <p>Lori is the entering Spring 2018 schedules.</p>
5. Faculty Concerns Announcements	Carey	<p>Carey announced the HLC has increased the minimum infield graduate semester credits from 16 to 18, effective January 20, 2017. Lori will forward a list of credential fields affected.</p> <p>Carey announced the NISOD Award of Excellence winners: Erin Almlie, Jodie Stauss-Stassen, Shelley Koerber and Ruth Christensen – CONGRATULATIONS TO ALL!</p> <p>Brian said that he had been working on the Liberal Arts 5 year review.</p>
6. Campus Specific Items		N/A
7. Next Meeting		The next meeting will be held on Monday, February 13 th at noon via Polycom: EGF-Room 301/ TRF-Room 735 /AC-Room 16.
Agenda for Next Meeting		
Adjourned		12:30 pm.