



Division Chair Meeting

April 10, 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, Linda Samuelson, Kent Wagner, Brian Suckow, Justin Berry, Karl Ohrn and Lori Johnson, Recorder

Absent: Erin Almlie

Topic	Responsible Party	Discussion/Outcome
Call to order		noon
1. FY18 Budget Requests	Jodi	<p>Jodi sent out the FY18 Budget Planning Priority Worksheet prior to meeting along with attachments in support of budget requests.</p> <p>Discussion was held regarding priority 1 requests. If multiple no. 1's per department, is there a need to further prioritize the no. 1 requests? It was decided that the chairs could visit with the department faculty to determine the most needed items, if necessary.</p> <p>Jodi will clean up a few items on the Priority Worksheet and resend to the chairs so that they can review with their department faculty and are ready to prioritize requests at the April 24th meeting.</p>
2. Current Year Academic Schedule Status		Current year schedules are complete.
3. Upcoming Academic Year Schedule Status		<p>Fall 2017 registration opened on April 1st.</p> <p>Spring 2018 schedule complete except for AGRG on TRF campus.</p>

		<p>Linda indicated that the fall schedule is not set up to allow the prospective PN students to take all prerequisites in one semester. Courses needed: A&P I, A&P II, Comp I, Med Term and Math Apps for Nurses. The days/times overlap for a few of the courses. This will need to be modified for Fall 2018.</p> <p>Spring 2018 will be reviewed to see if changes can be made to allow the PN students to get all the prerequisites in.</p> <p>Kari Koenig indicated that the PN students have been requesting summer chemistry courses. They would like to have summer chemistry offerings for Survey of Chemistry or General Chemistry and they would prefer on campus courses. This will be looked at for Summer 2018.</p> <p>Linda would like the Liberal Arts group to take a look at the summer course offerings to see if some changes are needed. Lori will add this as an agenda item to the first fall meeting.</p>
4. Faculty Concerns		N/A
5. Campus Specific Items: EGF: Russell H Beier Award Selection	Brian	The EGF group selected Heather Sabourin, Early Childhood and Paraprofessional, for the Russell Beier award.
6. Next Meeting		The next meeting will be held on Monday, April 24 th at noon via Polycom: EGF-Room 301/TRF-Room 662/AC-Room 16.
Agenda for Next Meeting		1) Prioritize FY18 Budget Requests. 2) Set fall meeting schedule
Adjourned		12:25 pm.