



Division Chair Meeting

May 1, 2017

Noon

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

MINUTES

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

Absent: Curtis Zoller

Topic	Responsible Party	Discussion/Outcome
Call to order		noon
1. FY18 Academic Budget Requests	Jodi	The group reviewed the updated FY18 Budget Request Priority Worksheet. A few clarifications were made and some items removed. Jodi will update these latest changes and forward the final Priority Worksheet to the group.
2. Transition Plans for Pre-program Majors	Brian H	<p>Brian continued discussion from the last meeting on Transition Plans for Pre-program majors. The question is: Do we want to prescribe a 2-year window for program changes specific to pre-program majors? Some areas discussed:</p> <ul style="list-style-type: none">• Does AASC approve program plans?• DARS will not catch course changes in program transition plans• Registrar's office is having trouble tracking changes in requirements-they need something more specific. <p>It was decided that the matter should be forwarded for AASC to look into further to try to simplify things and Brian will talk more with Student Affairs.</p>

3. Set Fall Meeting Schedule	Group	Days/times for the fall meeting schedule were discussed by the group. A specific day/time could not be decided upon. Lori will create a doodle poll and send out to the group to choose the best days/times that will work for them.
4. Current Year Academic Schedule Status		Not addressed.
5. Upcoming Academic Year Schedule Status		Spring schedules are now mostly complete. Staff is needed for the spring schedule so that FWM will have a full load for FT faculty. The Liberal Arts group will meet on Monday, May 8 th at 10:00 am to work on staffing. Lori will schedule a room and send information to Liberal Arts Group.
6. Faculty Concerns		None.
7. Campus Specific Items		EGF group will meet on a campus specific item.
8. Next Meeting Agenda for Next Meeting		The first fall meetings will be scheduled after the Doodle poll is complete and Lori will send out notices to the group.
Adjourned		12:40 pm.