**College of Arts, Humanities and Social Sciences**

Executive Council - Minutes

April 20, 2016 – 3:00 PM in Minard 204J

Present: Betsy Birmingham, Jeffrey Bumgarner, Ann Burnett, John Cox, Daniel Klenow, Hardy Koenig, Miriam Mara, Mark Meister, John Miller, Kent Sandstrom, Gwen Stickney, David Swenson, Gary Totten, Christina Weber

* Dean Sandstrom praised the Chairs for the thoughtful work they did in writing faculty evaluation letters. He was particularly impressed with the excellent mentoring they provided in many of the letters.
* The next college meeting is scheduled for April 26, at 3:30PM, in the Reimers Room. Two of the agenda items will be college elections and voting on the strategic plan and the chairs and directors are encouraged to attend. Faculty who are eligible to vote and cannot attend the meeting are reminded to give their proxy in writing to a colleague.
* Sean Burt is currently the AHSS representative to the Academic Affairs Committee. Since Dr. Burt is not yet tenured, his is not eligible to serve on the committee. A replacement is needed, and the current chair of the Curriculum Committee has suggested that the next chair of the committee should serve in this role. .
* Don Schwartz was selected as the recipient of the 2016 Bolley Academic Achievement Award. He and his wife, Lois, will be on campus April 27-28. Dr. Schwartz will be speaking in various AHSS classes.
* Dean Sandstrom reminded the Chairs and Directors that the Provost will be having a budget meeting with him on April 27.
* The Celebration of Faculty Excellence Event is scheduled for May 10, in the MU Ballroom at 3 PM. The AHSS faculty to be honored include Ann Burnett, the recipient of the Faculty Lectureship Award, and AHSS faculty who were recently tenured and/or promoted.
* The College awards luncheon will be held on Friday, May 13 from 12:30-2 PM.
* NDSU will have two Spring Commencement ceremonies on Saturday, May 14, at 10 AM and 2 PM at the Fargodome. The College of AHSS will be a part of the 10 AM ceremony.
* Dean Sandstrom commended Betsy Birmingham, Christine Weber, Kristen Fellows, and Michael Yellow Bird for their participation in the recent faculty luncheon that focused on interdisciplinary studies.
* Dean Sandstrom and other Executive Council members announced current and forthcoming departmental events.
* The chairs were reminded to remit their scholarship recipient selections.
* The dean noted that Vice Provost Canan Bilen-Green will be serving as NDSU’s Title IX coordinator, and reminded chairs/heads that Title IX-related reports should be directed to her.

Budget Issues:

The FY17 salary and merit pay worksheets will be distributed soon. The Dean will determine the AHSS salary increase percentage that each department will use after the allocation amount is received from the Budget Office. The chairs are reminded that they will need to quickly allocate their department’s increase due to the limited time schedule the Provost’s Office has for this project.

The Chairs were reminded to spend down their 30903 budget allotment. If there is an item that will be paid out after June 30, the Dean requires documentation stating the amount of the carryover as well as the reason for the purchase, and the anticipated date the funds will be spent.

The anticipated budget shortfall has caused a delay of many hires across the University. Enrollment Management funding will be greatly reduced from previous year. FY17 funding will be $900,000 which is $400,000 less than previous year. Also, there will not be any one-time funding available, and travel funding may have to be reduced.

The final draft of the Strategic plan has been emailed to faculty. The chairs, directors, and faculty should review the document as it will be voted on at the college meeting.

Other Business

* ARMAC (Antiracism and Multiculturalism across the Curriculum) training will take place May 17, 2016. Currently 47 people have applied for 30 slots.
* There will be ads available in the Spectrum alcohol-free summer issue, and the dean encouraged the chairs to consider purchasing ads.
* The University Athletics committee needs an AHSS representative because Kevin Thompson has completed his term. Jeff Bumgarner volunteered to serve in this role, and the dean will put his name forward.
* The Associate Dean search is underway. Members of the committee include, Nick Bauroth, (chair), Christina Weber (dean’s office representative), David Bertolini (chairs’ representative), Catherine Kingsley Westerman (faculty representative), and Nancy Nelson (staff representative).

Meeting adjourned at 4:00 pm.

Submitted by Lori Alvarez