**College of AHSS Meeting** November 16, 2016

3:00 PM, Prairie Rose Room

**Minutes**

Agenda Item I:   ***Announcements***

Dean Sandstrom shared the following announcements:

* Michael Strand’s Phi Kappa Phi Award Lecture – 11/17/16 at 7 PM in 112 Glenn Hill (STEM) Building.
* This year’s AHSS Distinguished Alumni Award Winner, Steve Stark, will be delivering a public lecture entitled “The History and Impact of Editorial Cartoons and Popular Newspaper Cartoon Strips” at 3:30 PM next Monday, 11/21/16, in Renaissance Hall 114.
* Anne Blankenship will be delivering a public lecture based on her new book at 5 PM, 11/30/16 in Room of Nations. Anne’s lecture is titled “Holiday Greetings from a Japanese American Incarceration Camp: Patriotism and Resistance During WWII".
* “The Goldilocks Zone” will be presented at 7:30 PM on 12/1-12/3/16 and 12/7-12/10/16 in the Walsh Studio Theater. The play is focused on the planet, the universe, and what happens when things get too hot.
* Recent awards announcements: ***Michael Strand***, has won the Phi Kappa Phi Lectureship Award; ***Bruce Maylath*** has won the IEEE Professional Communication Society’s 2016 Ronald S. Blicq Award for Distinction in Technical Communication Education; ***Anastassia Andrianova*** has won *Modern Drama's* Best Article prize; and Ross Collins was elected as 2nd Vice President of the American Journalism Historians Association, which means he will be serving as President of the association in two years. Three of our alumni – ***Lance Josal, Isaac Long, and Julie Burgum*** – will receive distinguished awards from the NDSU Alumni Association in April, 2017.
* Given concerns that have been expressed by students in the aftermath of the presidential election, Dean Sandstrom asked the faculty to familiarize themselves with the NDSU policies 160, Political Activities and Voting Rights of University Employees; 330, Student Advising and Counseling; and 601.1, Behavior Intervention. Dean Sandstrom also encouraged the faculty to have students inform them or other relevant parties about any incidents (e.g., threats or harassment) they may have experienced. We want to do all that we can to foster a welcoming, diverse, and inclusive environment in the college.
* Dean Sandstrom announced that Ann Burnett had offered the WGS office as a safe space for people to discuss concerns they might have.

Agenda Item II.   ***Provost Ingram – Remarks to the College***

* Canan Bilen-Green, Vice Provost and Title IX Coordinator, shared that employees need to know their rights and responsibilities pertaining to Title IX issue. This information is provided in the Title IX training. Any complaints that employees have can be filed in the Vice Provost’s Office, located in Old Main.
* Provost Ingram recapped the university’s necessary budget cuts. The 1st round of the budget cuts accounted for 10% of the university’s budget. These reductions were absorbed centrally. The 2nd round of budget cuts requires reductions from all areas within the university. The Provost encourages all employees to review the strategic plan and budget information located on her website. https://www.ndsu.edu/provost/strategic\_plan\_and\_budget/

Agenda Item III.  ***College Budget Planning and Updates*-*Dean Sandstrom***

* The Budget Advisory Group is currently planning for a 90% budget for the next biennium but also discussing how the college can best proceed if NDSU has to prepare an 85% budget.
* 90% level – focusing on reductions that would include:
* Elimination of the dean’s challenge grants and fellowships ($25,000 per year).
* Reductions in travel support (e.g., 25% overall but graduated by rank).
* Cuts in catering expenses (reduce by $15,000 per year).
* Cuts in departmental operating budgets ($15-20,000).
* Elimination of 20 hours of administrative assistant in the dean’s office (~$22,000)
* Increasing shared efficiencies among departmental staff in the college. (~$35,000)
* Giving up a full-time faculty position in one of our departments ($87,000).
* Shifting a .25 instructional design position to a full-time faculty line in COMM.
* Elimination of one or two staff technician positions.

\* The dean’s office has absorbed a notable amount of the 10% budget reductions – e.g., it has given up a development director position, ½ of the Nancy Nelson position, and the instructional designer position. The dean also noted that the Editor in Chief position at the NDSU Press is supported by an endowment fund.

* 85% level - consideration will be given to some and potentially all of the following actions:
* Departmental consolidations
* Staff consolidations
* Reductions in administrative stipends
* Significant reductions in travel funding
* Furloughs (e.g., 1-2%), but furloughs would have to be adopted on a university-wide basis.

Agenda Item IV.  ***Committee Reports***

* PTE Committee

Chair, Bruce Maylath, reported that the committee is currently reviewing 10 candidate portfolios, with the review process to be completed by early December.

* Policy and Planning Committee

Chair, Hardy Koenig, reported that the committee is reviewing policies pertaining to the 3rd year reviews of faculty. They are also examining issues pertaining to whether the college should establish its Diversity Committee as a standing committee.

* Curriculum Committee

Chair, Mike Christensen, reported that the committee has approved many course and program additions and changes. There have been some roll backs, and Mike explained the common reasons for those roll backs.

* Student Progress Committee

Chair, Tom Ambrosio, no report at this time.

* Faculty/Lecturer Recognition Committee

No report at this time.

***Miscellaneous Items***

* NDSU Press and the Music Department are publishing a book about the history of music at NDSU. The book will be available by Christmas.
* A “UNITE Dialogues” event will be held in the spring semester. The event will focus on the colonization and de-colonization of indigenous peoples. Michael Yellow Bird and Brad Benton will be featured speakers.
* Dr. Lisa Arnold announced the Writing Showcase that will be held December 5, 2016. She encouraged faculty to attend and talk to the students represented at the showcase.

Meeting Adjourned at 3:50

Respectfully submitted,

Lori Alvarez, Secretary

Cc: President Bresciani

 Provost Ingram