Attendees: Tom Ambrosio, Stephenson Beck, David Bertolini, Ann Burnett, Mark Harvey, Nancy Hodur, Jessica Jensen, Hardy Koenig, John Miller, Carrie Anne Platt, Michael Strand, Gwen Stickney, Christina Weber
Absent: Betsy Birmingham, Jeff Bumgarner, Carrie Ann Platt
Guests: None

Minutes

Agenda Item I. Announcements and Reminders
- Nominations are needed for a student speaker for the Fall Commencement. Submit nominations to the Dean by Monday, October 16, 2017.
- Introduction of Christy Riddle, Administration Assistant, for Sociology/Anthropology and the AHSS Dean’s Office.
- Dean Bertolini would like to attend the department meetings. Chairs/Heads are asked to put their meetings in a google drive for the Dean to schedule his attendance.
- A google drive will be available for Chairs/Heads to list their department’s events.

Agenda Item II. UCC Conversation regarding GE Required Credits
- The University Curriculum Committee is addressing the desire to move from the required 39 credits for general education at NDSU to move to the minimum requirement of 36 credits for general education as required by the State Board of Higher Education (SBHE). Concerns are to be sent the Kimble Bromley, the AHSS representative.

Agenda Item III. Faculty Appointment Percentages for NSF HERD Survey
- There is a spreadsheet available on the google drive for Chairs/Heads to review and update the faculty percentages. The due date for the updates is Friday, September 29.

Agenda Item IV. 4 Year Plans of Study: FALL 2017 on CourseLeaf
- Due date for the 4 Year Plans is October 31, 2017.
- The key metric is 100% for AHSS.

Agenda Item V. New Tuition Model
- Course fees – formally DCE money.
- The new course fees model has passed and will be implemented Fall 2018.
- Michael Strand is the AHSS representative for the Ad Hoc committee for course fees.

Agenda Item VI. New Hiring Plans for FY19
- The Dean is requesting Chairs/Heads to begin developing hiring plans for FY19.
- A couple suggestions for goals and arguments are to include enrollments and curriculum needs.

Agenda Item VII. Foundation Big Capital Campaign Drive
- The campaign is people focused.
Agenda Item VIII. College Effort on New Marketing Materials
  • A google drive is available for Chairs/Heads to add information for new AHSS marketing materials. The information should include:
    o Degree List
    o Top 3-4 careers with link to further career information
    o Paragraph about program
    o Student/alumni highlight story, quotes and photo
    o Department information, email and website

Agenda Item XI. Dean Search
  • The Executive Committee reviewed the draft of the dean’s position description and made suggestions for Mark Harvey, member of the search committee, to take back to the committee.

Adjourned

4:15pm

Lori Alvarez