

**Leadership Team
Meeting Minutes
9 a.m. December 1, 2023
Memorial Union, Sahnish Room**

Present: Nadeje Alexandre, Ashley Baggett, Jessica Bauer, Nicholas Bauroth, Stephenson Beck, Julia Bowsher, Sean Burt, Greg Cook, Dennis Cooley, Dominic Fischer, Diane Goede, Clayton Hilmert, Erik Hobbie, Nancy Hodur, Jess Jung, Suzzanne Kelley, Michael King, Bill Law, Friedrich Littmann, Rhonda Magel, Viet Nguyen, Carrie Anne Platt, Chris Ray, Susan Ray-Degges, Amy Stichman, Michael Strand, Kimberly Wallin, and Christina Weber

Absent: Mark Engler, John Miller, Susan Kliman, Jenna Reno and Dean Webster

**Agenda Item 1: Enhance Student Learning and Classroom Experience
Dr. Nadeje Alexandre
Samuel Allred, undergraduate student and LA**

Dr. Alexandre invited Samuel to talk about student experience. Samuel shared his experience as being an LA and a student. He stated it would be helpful at the beginning of semester if resources for students were shared (Peer Mentor Program, tutoring programs, etc.). He said consistent and standardized curriculum and incorporating Learning Assistants in classes would also be useful to students.

**Agenda Item 2: Marc Wallman
Vice President for IT/CIO**

Marc introduced the Zoom Voice Project. It is a cloud-based telecommunications system to enhance communications at NDSU. The project is scheduled to be completed by July 1, 2024. All locations serviced by NDSU will convert to Zoom phone.

Agenda Item 3: Dr. Michael King, Director of Development

Dr. King introduced the other two Directors of Development for the College, Viet Nguyen and Bill Law. They all have portfolios in the College of Arts and Sciences.

Dr. King stated the College received over 500 gifts and raised \$400,000 on Giving Day.

Faculty should consult a development officer before soliciting any gifts. This does not apply to grant funding that will be handled by Grant and Contract Accounting on-campus.

Please remember to write thank you notes to donors.

**Agenda Item 4: Dr. Carrie Anne Platt
Retention Discussion**

Dr. Platt lead a discussion on retention efforts. The chairs/department heads shared the department retention efforts between each other.

Respectfully submitted,

Diane Goede
Recording Secretary