

College of Arts, Sciences, and Education
College Meeting
Face to Face & Zoom
August 25, 2022
2:00pm

Members: Kalin Amende, Randy Bachmeier, Samantha Balemba, Jack Beiger, Grant Bowker, Giuseppe Cortese, Casey Donovan, Beth Durodoye, Valerie Guyant, Gwen Hart, Terri Hildebrand, Shawn Huse, Neil Moisey, Chris Mouat, Joyce Mphande-Finn, Grant Olson, Mark Seiffert, Curtis Smeby, Amy Smith, Joel Soiseth, Jerome Souers, Gary Succaw, Tyson Thivierge, Joey Todd, Jerry Wagener, Mary Ward, Rick Woten, Jennifer Anderson, Debra Bradley, Neil Moisey

Members Present: Kalin Amende, Randy Bachmeier, Samantha Balemba, Jack Bieger, Grant Bowker, Giuseppe Cortese, Casey Donovan, Valerie Guyant, Gwen Hart, Teri Hildebrand (Zoom), Joyce Mphande-Finn, Grant Olson, Mark Seiffert, Curtis Smeby, Amy Smith (Zoom), Joel Soiseth, Gary Succaw, Joey Todd, Mary Ward, Rick Woten (Zoom), Jennifer Anderson, Debra Bradley, Beth Durodoye

Chair: Joey Todd

Minutes: Debra Bradley

Guest:

- **Call to Order:** at 2:11pm by Joey Todd
- **Approval of Minutes:**
 - Hold till September 2022 Meeting
- **Proposals:**
 - Hold till September 2022 Meeting
- **Chair Report:**
 - Point Person per Program
 - TekNoXpo/ShowCASE
 - Emeritus for Dr. Reifschneider
 - Committee Membership
 - Admissions and Standards
 - Joel Soiseth
 - Giuseppe Cortese
 - Mary Ward
 - Cultural Development
 - Samantha Balemba
 - Grant Olson
 - Curriculum
 - Grant Olson
 - Terri Hildebrand
 - Casey Donovan

- Financial Aid
 - Gary Succaw
 - Grant Bowker
 - Amy Smith
- Instruction, Research, and Faculty Development
 - Mark Seiffert
 - Samantha Balemba
- General Education
 - Mary Ward
 - Samantha Balemba
 - Gwen Hart
 - Joyce Mphande-Finn
- Graduate Council
 - Randy Bachmeier
 - Terri Hildebrand
 - Joyce Mphande-Finn
 - Curtis Smeby
 - Joey Todd
 - Kalin Amende
 - Amy Smith
- Library
 - Amy Smith
 - Grant Bowker

- **Dean's Report:**

- NWCCU Report Information
- LOL Meeting Follow Up
- Strong Communication Relationships
- Articulation Agreements
- Refreshing the CASE Website
- Advanced Teaching
- Search Strengths
- Established Onboarding for Adjuncts

- **Discussions:**

- Syllabi
- Office Hours
- Updated CV or Resume'
- Mailboxes
- Sick Leave
- Classroom with Overhead Projectors
- Printing
- Event Planning Procedures

- Business Cards
- Outlook 365 Calendar
- Catalog – Program Changes and Additions
- Website
- **Announcements:**
 - August 29, 2022 – Instruction Begins
 - September 5, 2022 – Labor Day Holiday; Campus is Closed
 - September 6, 2022 – Last Day to Add Class – Full Sessions
 - September 6, 2022 – Last day to Drop Class Without a W – Full Sessions
 - McBeth in the Park – Bears’ Paw; Lions Campground
 - Go to the Front of Cowan Hall to take group photo
- Adjournment: at 4:45 pm
 - Motion to adjourn made by Joey Todd
 - Second was made by ?
 - Call for the question
 - Approved (Yippee, Yippee, Yippee)