

**College of Arts and Sciences
College-wide Faculty/Staff Meeting
October 12, 2023
Ballroom A, Memorial Union
10 a.m.**

Dean Kimberly Wallin welcomed the group.

Associate Deans and Assistant Dean job responsibilities:

Associate Dean Jess Jung
Faculty Affairs
Coordinate promotion and tenure process
Develop and implement new and early career faculty on-boarding
Identify and help resolve and prevent inequity within the College
Serve on university-wide ADVANCE committee
Primary point of contact for faculty concerns, including equity
Specific duties related to DEIRA ultimately determined by the College

Associate Dean Carrie Anne Platt
Connecting CAS faculty with teaching-related resources
Helping departments develop teaching support plans
Helping departments develop retention/persistence plans
Providing teaching-related templates

Assistant Dean Nadeje Alexandre
Student Affairs
Retention
Outreach
Recruiting Events
Peer Mentor Program Director
College Ambassadors Advisor

Dean Wallin expressed her **gratitude to support staff** in the College during the staffing transition and College mergers.

Dean Wallin shared the grant and contract awards, enrollment numbers, and student credit hours (attached on PowerPoint presentation). She shared the College retention rate (75.5%).

The College retained five faculty across the CAS. The new organization model promotes staff career growth within NDSU.

College of Arts and Sciences Professional Advisors:

Jessica Bauer, Lead Advisor
Health Ed, Physical Ed, University Studies

Elisabeth Fricker, Advisor
Behavioral Statistics, Psychology, Statistics and Theatre Arts

Stacy Jordet, Advisor
Architecture, Environmental Design, Landscape Architecture

Polly Olson, Advisor
Biological Sciences, Physics/Ed

Jill Lodde-Greives, Advisor
Biochemistry & Molecular Biology, Biological Science Education, Chemistry/Ed, Comprehensive Science Ed, Earth Science Ed, Pre-Med and Pre-Professional

Linda Fricker, Advisor
Anthropology, Criminal Justice, Emergency Management, English/Ed, Math/Ed, Philosophy/Ethics, Political Science, Sociology

Kelsey Seeba, Advisor
Agricultural Comm, Apparel, Retail Merchandising and Design, Art/Ed, History/Ed, Interior Design, Journalism, Management Comm, Music/Ed, Public History, Social Science/Ed, Spanish/Ed, Strategic Comm, Women and Gender Studies

College and interdepartmental goals:

Work together to build a unified College of Arts and Sciences

Develop plans with each department to increase recruitment, retention, and HIP.

Develop departmental wellness priorities following recommendations from President's Campus Council on Wellbeing and CSA Wellbeing working group

Develop Foundation Goals with Directors of Development and Dean Wallin

Dean Wallin and Associate Dean Jung have charged the task forces. Provided updates on three task forces (please see slides that are attached).

There are two open forums scheduled to discuss the guidelines suggested (October 26 1:15-2pm Room of Nations, Union and November 15 10-11 – Room of Nations, Union).

The College leadership team attended two strategic planning workshops with Sagency, a local leadership firm. Dean Wallin will share the playbook with faculty and staff and ask for feedback.

The College Board of Advisors will have their initial meeting spring 2024.

President Cook indicated his commitment to ensure NDSU remains in compliance with the Native American Graves Protection and Repatriation Act. Please send inventories and resource lists to Hollie Mackey (hollie.mackey@ndsu.edu).

Channels of communication:

Dean Wallin is willing to attend department meetings or meet one-on-one. Please contact Diane Goede to schedule a date and time. Feel free to reach out to Dean Wallin, Associate Deans Jung and Platt, Assistant Dean Alexandre via email, meeting, stopping by 202-204 Minard.

The College invites you to offer your thoughts to the leadership team (click on the link below).

https://www.ndsu.edu/artsandsciences/resources/insights_inspirations/

CAS College Coffee Hour is scheduled on October 25 at 9:30 a.m. in Sugihara 3rd floor.

Brown Bag Lunch scheduled with CAS Deans on November 30 at noon, Memorial Union food court.

CAS Week of Wellbeing is scheduled October 25 and 26 at NDSU Wellness Center.

Staff Senate Relaxation and Wellbeing Event is scheduled on October 24 at 3 p.m. in the Oceit Sakowin Ballroom.

The CAS night out is scheduled on November 17 in the Fargo Civic Center (Christkindlmarkt).

Question and Answer:

Q: Please clarify whether Task Force Open Forums are to discuss Grad Student Waiver or all proposed guidelines.

A: The open forum is to discuss primarily the Grad Student Waivers and then discuss all proposed guidelines. Second open forum is to discuss remaining. There will not be individual open forums to discuss the 11 task forces.

Q: Is there a CAS calendar of events?

A: Yes. Dean Jung is sending out monthly events.

Q: Please give an update on budget.

A: Dean Wallin and Jenna Reno are currently meeting with chairs to go through budgets. Our budget meeting with Bruce Bollinger, Provost Bertolini, Huron, Cynthia R. is scheduled for Wednesday, October 18, 2023.

Q: Are there any plans to support research (similar to the LA program)?

A: One mechanism is the Promising Undergraduate Research Scholarship. This is awarded to undergraduate students participating in research. There are plans to hire a pre-awards coordinator to assist when writing grants. Dean Wallin likes the idea of a research student program similar to the LA program.

Respectfully submitted,

Diane Goede
Recording Secretary
College of Arts & Sciences
North Dakota State University