

April 27, 2017  
Science Division  
Minot State University  
Minot, ND 58707

TO: Faculty Senate

FROM: Dr. Bob Crackel, Chair of Promotion Committee

Promotion Committee Report for 2016-2017

Summary of activity: The Promotion Committee on the following dates: January 20, 2017, January 27, 2017, February 3, 2017, and April 7, 2017. The minutes for each of those meetings are attached. There were five applicants for the committee to consider: Micah Bloom applying for Associate Professor, Holly Pederson applying for Associate Professor, Heidi Okesan (tenure track) applying for Assistant Professor, Sarah Aleshire (special contract) applying for Assistant Professor, and Nicole Thom-Arens (special contract) applying for Assistant Professor. The committee members looked thoroughly at all of the applications, gave the applicants opportunities to meet with the committee, discussed each application, and voted on whether or not to recommend each applicant for promotion. For each of the five applicants, a recommendation to approve the promotion was made to President Shirley. Letters were sent to each application informing them of the recommendation. Copies of those letters are attached. In the final meeting in April, Deborah Olson was elected Chair of the committee for next year.

Sincerely,

Bob Crackel  
Chair  
Promotion Committee

Promotions Committee  
1/20/17 meeting minutes

Meeting called to order by Chair Dr. Bob Crackel at 1:07 pm.

In attendance: Dr. Bob Crackel, Dr. Warren Gamas, Dr. Joseph Jastrzembski, Dr. Paul Lepp, Dr. Vicki Michels, Dr. Deb Olson, Dr. Jon Rumney

Absent: Dean Franstvog, Dr. Robert Kibler

Meeting to discuss procedure and schedule.

There were five candidates for promotion:

Micah Bloom, applying for Assoc. prof.  
Holly Pedersen, applying for Assoc. prof.

Sarah Aleshire, applying for Asst. prof. *Special Contract*  
*Heidi* Holly Okesan, applying for Asst. prof. *Tenure track*  
Nicole Thom-Arens, apply for Asst. prof. *Special Contract*

Promotion packages were briefly discussed.

Following schedule was proposed:

Friday, January 27 – the committee will meet at 1 pm in Library study room #2 to consider all five applicants.

Friday, February 3 – applicants will be invited to speak with the committee. The committee has tentatively scheduled this meeting as the final vote on applicants.

The meetings from the February 24, 2016 meeting were presented by the chair. Warren Gamas moved to accept the minutes; Jon Rumney seconded. Minutes were approved.

Meeting adjourned at 1:33 pm.

Respectfully submitted by Paul Lepp

Promotions Committee  
1/27/17 meeting minutes

Meeting called to order by Chair Dr. Bob Crackel at 1:07 pm.

In attendance: Dr. Bob Crackel, Dean Franstvog , Dr. Warren Gamas, Dr. Joseph Jastrzembski, Dr. Robert Kibler, Dr. Paul Lepp, Dr. Vicki Michels, Dr. Deb Olson, Dr. Jon Rumney

Meeting to discuss applicants.

The minutes to the previous meeting were unanimously approved pending minor revisions.

The following five candidates were considered for promotion along with the following actions:

Sarah Aleshire, applying for Asst. prof. . (non-tenure track): Dr. Michels moved to approve for promotion; Mr. Franstvog seconded. Further consideration of the candidate was tabled until the candidate had been given the opportunity to address the committee. The commit had no specific areas of concern.

Nicole Thom-Arens, apply for Asst. prof. . (non-tenure track): ): Dr. Michels moved to approve for promotion; Dr. Kibler seconded. Further consideration of the candidate was tabled until the candidate had been given the opportunity to address the committee. The commit had no specific areas of concern.

Heidi Okesan, applying for Asst. prof. (tenure track): ): Mr. Franstvog moved to approve for promotion; Dr. Kibler seconded. Further consideration of the candidate was tabled until the candidate had been given the opportunity to address the committee. The commit asked that the candidate address the area of scholarship.

Micah Bloom, applying for Assoc. prof. . (tenure track): Dr. Michels moved to approve for promotion; Dr. Kibler seconded. Further consideration of the candidate was tabled until the candidate had been given the opportunity to address the committee. The commit had no specific areas of concern.

Holly Pedersen, applying for Assoc. prof. . (tenure track): Dr. Gamas moved to approve for promotion; Dr. Kibler seconded. Further consideration of the candidate was tabled until the candidate had been given the opportunity to address the committee. The commit had no specific areas of concern.

Meeting adjourned at 1:38 pm.

Respectfully submitted by Paul Lepp

## **Minutes for Promotion Committee Meeting 2-03-17**

The meeting was called to order at 1:03 pm by Dr. Bob Crackel.

**In Attendance:** Dr. Bob Crackel, Dean Frantsvog, Dr. Warren Gamas, Dr. Joseph Jastrzembski, Dr. Robert Kibler, Dr. Vicki Michels, Dr. Deb Olson, Dr. Jon Rumney

**Members Absent:** Dr. Paul Lepp

The following applications were taken off the table from the last meeting. For each application there was a motion, second and affirmative vote to remove it from the table for discussion and a vote.

Sarah Aleshire's application was taken off the table and voted on. Her application received the committee's recommendation for promotion from instructor to assistant professor.

Nicole Thom-Arens' application was taken off the table and voted on. Her application received the committee's recommendation for promotion from instructor to assistant professor.

Micah Bloom's application was taken off the table and voted on. His application received the committee's recommendation for promotion from assistant professor to associate professor.

At this time Heidi Okesan was invited in to present to the committee. Her presentation was followed by questions from the committee. This process took approximately 15 minutes. After she left the room, her application was taken off the table and voted on. Her application received the committee's recommendation for promotion from instructor to assistant professor.

The meeting was adjourned. The next meeting will be Friday February 10 at 1 pm when Dr. Holly Pedersen will present to the committee and her application will be voted on.

Respectfully submitted by  
Bob Crackel

Promotions Committee  
4/7/17 meeting minutes

Meeting called to order by Chair Dr. Bob Crackel at 1:06 pm.

In attendance: Dr. Bob Crackel, Dean Franstvog , Dr. Joseph Jastrzembski, Dr. Paul Lepp, Dr. Robert Kibler, Dr. Vicki Michels, Dr. Deborah Olson

Absent: Dr. Warren Gamas, Dr. Jon Rumney

The committee set the dates for two promotion informational meetings. The meetings will be held on April 25<sup>th</sup> from 12:30 – 1:30 and April 26<sup>th</sup> from 1:00 – 2:00. Both will be held in study room 2, downstairs in the library.

Dr. Olson was unanimously elected committed committee chair.

Dr. Jastrzembski presented a proposal to explicitly require service on a faculty senate committee to be considered for promotion. After much discussion, the committee decided that the current chair, Dr. Crackel, should discuss the matter with department chairs, who should in turn encourage their faculty to serve on faculty senate.

Meeting adjourned at 1:56 pm.

Respectfully submitted by Paul Lepp

February 10, 2017  
Science Division  
Minot State University  
Minot, ND 58707

TO: Dr. Steven Shirley, President, Minot State University

FROM: Dr. Bob Crackel, Chair of Promotion Committee

Dear Dr. Shirley,

The 2016-17 Minot State University Promotion Committee has completed its review of applicants for promotion in rank. We recommend the following candidates for promotion to the specified ranks.

Ms. Sarah Aleshire	Promotion to Assistant Professor
Ms. Nicole Thom-Arens	Promotion to Assistant Professor
Ms. Heidi Okesan	Promotion to Assistant Professor
Mr. Micah Bloom	Promotion to Associate Professor
Dr. Holly Pedersen	Promotion to Associate Professor

Please contact me if you require any additional information regarding our recommendations.

Sincerely,

Bob Crackel  
Chair  
Promotion Committee

February 8, 2017  
Science Division  
Minot State University  
Minot, ND 58707

TO: Heidi Okesan

FROM: Bob Crackel, Chair of Promotion Committee

Nicole,

I wanted to let you know that the Promotion Committee met last Friday and considered your application for promotion to Assistant Professor. The members of the committee were favorably impressed with your accomplishments in the areas of teaching, scholarship, and service. The committee is recommending that you receive a promotion to the rank of Assistant Professor. We wish you the best as you continue in your career at Minot State. Congratulations.

Sincerely,

Bob Crackel  
Chair  
Promotion Committee

February 10, 2017  
Science Division  
Minot State University  
Minot, ND 58707

TO: Holly Pedersen

FROM: Bob Crackel, Chair of Promotion Committee

Holly,

I wanted to let you know that the Promotion Committee met and considered your application for promotion to Associate Professor. The members of the committee were favorably impressed with your accomplishments in the areas of teaching, scholarship, and service. The committee is recommending that you receive a promotion to the rank of Associate Professor. We wish you the best as you continue in your career at Minot State. Congratulations.

Sincerely,

Bob Crackel  
Chair  
Promotion Committee



February 8, 2017  
Science Division  
Minot State University  
Minot, ND 58707

TO: Micah Bloom

FROM: Bob Crackel, Chair of Promotion Committee

Micah,

I wanted to let you know that the Promotion Committee met last Friday and considered your application for promotion to Associate Professor. The members of the committee were favorably impressed with your accomplishments in the areas of teaching, scholarship, and service. The committee is recommending that you receive a promotion to the rank of Associate Professor. We wish you the best as you continue in your career at Minot State. Congratulations.

Sincerely,

Bob Crackel  
Chair  
Promotion Committee

February 8, 2017  
Science Division  
Minot State University  
Minot, ND 58707

TO: Nicole Thom-Arens

FROM: Bob Crackel, Chair of Promotion Committee

Nicole,

I wanted to let you know that the Promotion Committee met last Friday and considered your application for promotion to Assistant Professor. The members of the committee were favorably impressed with your accomplishments in the areas of teaching, scholarship, and service. The committee is recommending that you receive a promotion to the rank of Assistant Professor. We wish you the best as you continue in your career at Minot State. Congratulations.

Sincerely,

Bob Crackel  
Chair  
Promotion Committee

February 8, 2017  
Science Division  
Minot State University  
Minot, ND 58707

TO: Sarah Aleshire

FROM: Bob Crackel, Chair of Promotion Committee

Sarah,

I wanted to let you know that the Promotion Committee met last Friday and considered your application for promotion to Assistant Professor. The members of the committee were favorably impressed with your accomplishments in the areas of teaching, scholarship, and service. The committee is recommending that you receive a promotion to the rank of Assistant Professor. We wish you the best as you continue in your career at Minot State. Congratulations.

Sincerely,

Bob Crackel  
Chair  
Promotion Committee