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**April 5, 1973**

University of North Dakota

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## MINUTES OF THE UNIVERSITY SENATE MEETING

April 5, 1973

1.

The April meeting of the University Senate was held at 4: 00 p.m., Thursday, April 5, 1973, in Room 7, Gamble Hall. Mr. Peterson presided.

2.

The following members of the Senate were present:

Apostal, Robert	Kulas, Ludwik	Robertson, Donald
Bale, Harold	LaQua, Colette	Rognlie, Philip
Boehle, William	Leake, Harley	Rowe, John
Brumleve, Stanley	Lewis, Robert	Rude, Ramon
Clark, Alice	MacKichan, Ruth	Rushing, Robert
Engel, Dean	McKenna, Constance	Russell, LaVonne
Fletcher, Alan	Murray, Stanley	Skogley, Gerald
Goderstad, Lee	Naismith, Donald	Stites, Greg
Iseminger, Gordon	Norman, Ernest	Strentz, Herbert
Jarman, Lloyd	Omdahl, Lloyd	Thomforde, Clifford
Johnson, A. William	Peterson, Russell	Thorson, Playford
Kannowski, Paul	Phillips, Monte	Tomasek, Henry
Koenker, William	Potter, Gerald	Ulven, Milford
Kolstoe, Ralph	Price, Mary	Wessman, Henry
Kraus, Olen	Reiten, Palmer	

The following members of the Senate were absent:

Clifford, Thomas	Hedahl, Beulah	O'Rourke, Ellen
Alberts, Earl	Heyse, Margaret	Pearce, Don
Behringer, Marjorie	Kaelke, Michael	Penn, John
Boucher, Al	Kraft, Lee	Perrone, Vito
Brown, Russell	Kuhns, Richard	Rowe, Clair
Carlson, Patti	LaQua, Keith	Smith, Glenn
Dahl, Ivan	Marti, Leonard	Stenberg, Virgil
DiBrito, Bill	Maus, Ben	Swanson, Loren
DuKart, Roxanne	McKusker, Mike	Wilhelm, Roger
Harwood, Theodore	O'Kelly, Bernard	Zook, Wayne

3.

There being no corrections, the minutes of the meeting of March 1, 1973, were ordered approved as submitted.

4.

Mrs. McKenna moved that a special meeting of the University Senate, to complete the items on the April agenda, be held on Thursday, April 12, 1973. The motion was seconded, voted upon and carried.

5.

Mr. Thorson moved that item 2, on the agenda, be considered at this time. The motion was seconded, voted upon and carried. Mr. Rushing presented the second reading of the amended report of the Codification Committee amending the Senate By-laws which would establish April as the time for the election of Senators. He moved the adoption of the following:

1. Under "Membership" section 2, paragraph a, the word October shall be changed to April so it shall read, "During the first week of April each year..."
2. Under "Membership" section 2, paragraph e, the word October shall be changed to April so it shall read "...election procedures shall be completed before the end of the third week of April."
3. Under "Membership" section 3, paragraph a, the word October shall be changed to April so that it shall read, "During the fourth week of April..."
4. Under "Membership" section 3, paragraph d, the word October shall be changed to April so that it shall read, "...it shall so notify the Council prior to the regular April elections held by the Council..."
5. Under "Membership" section 5, the word November shall be changed to September so that it shall read "September 1 of each year shall be the date..."
6. Under the heading, Officers, the word election be changed to seating so that it shall read, "At the first meeting following the seating of the new members of the Senate, a Chairman and Vice-Chairman shall be elected..."

The motion was seconded. Discussion followed. The motion was voted upon and carried. Mr. Ulven moved that the change in the By-laws be effective for the first election to be held in April 1974. The motion was seconded. Discussion followed. The motion was voted upon and defeated.

6.

Mr. Thorson moved that item 4, on the agenda, be considered at this time. The motion was seconded, voted upon and carried. Mr. Omdahl presented the report of the Committee on Committees on the method of selection of faculty members for the President's Budget Committee. The Committee on Committees recommends:

1. That nominees for the President's Committee on Budget be elected by the University Council at the same time and in the same manner as members of the Senate are elected.



2. That the first ballot shall be a nominating ballot, with the two persons from colleges unrepresented on the Budget Committee receiving the largest number of votes being placed on the final ballot.
3. That the terms of office be three years, with the term of one member expiring every April.
4. That no more than one nominee of the Budget Committee be from the same college after 1975.
5. That lots be cast among the present faculty members on the Budget Committee so that one term expires immediately, one term in 1974 and one term in 1975.

Mr. Thorson moved the adoption of the report of the Committee on Committees. The motion was seconded. Discussion followed. Mr. Rushing moved to amend the motion by deleting item 4 of the recommendation of the Committee on Committees which reads: That no more than one nominee of the Budget Committee be from the same college after 1975. The motion to amend was seconded, voted upon and defeated. The original motion was voted upon and carried.

7.

The Chair called for resumption of consideration of Mr. DiBrito's amended motion to adopt the attached proposal (# 1) for the publication of the University's Course-Faculty Evaluations. The business presently under consideration is Mr. Kuhns' motion to amend which was amended by Mrs. McKenna's motion as follows: That the University Senate go on record supporting the concept of systematic evaluation for the purpose of improving the quality of the learning environment. Further, that the University Senate elect at the regularly scheduled April meeting an ad hoc committee to consist of six to nine members representing faculty, administrators and students nominated by the Senate Committee on Committees to determine:

- a) whether the University sponsored evaluation presently limited to student evaluation of faculty instruction, should be expanded to include others, i.e., administrators;
- b) purposes for which evaluations should be conducted;
- c) dimensions appropriate to the stated purposes of such evaluation;
- d) instruments and methods appropriate for effective evaluation; and
- e) plans for supplementary positive action to facilitate the improvements suggested by the results of the evaluation.

The ad hoc committee, charged with making specific recommendations concerning each of the above items, will report to the University Senate at the first regularly scheduled meeting of the 1973 Fall Semester. Further, that until such study is completed and acted upon by the University Senate, the present system of student evaluation of faculty instruction will be suspended. Mrs. McKenna requested permission to read a letter from Mr. Kuhns who was unable to attend the meeting. There being no objection, Mrs. McKenna read the letter. The Chair called for a vote on Mr. Kuhns' amendment as amended by Mrs. McKenna's substitute motion. The motion was voted upon and carried. Mr. Koenker moved to amend Mrs. McKenna's motion by adding that the motion would not be effective until this summer. The motion was seconded and discussion followed. The Chair ruled that Mr. Koenker's motion from the March 1 meeting, that for the current semester, the University Senate endorse the

instrument used in the past faculty evaluations and its administration in the same manner as in the past semester, stands as approved. Therefore, Mr. Koenker withdrew his current motion. The main motion, as amended by Mrs. McKenna's substitute motion, was voted upon and carried.

## 8.

In accordance with the previous motion, Mr. Omdahl reported for the Committee on Committees regarding nominations for an ad hoc committee to consist of 6 to 9 members representing faculty, administrators and students nominated by the Senate Committee on Committees. The following ballot was submitted by the Committee on Committees: Faculty, Charles Carter, Constance McKenna, Ronald Pynn, John Reid and Hilda Wing; Students, Cheryl LaGrave and Keith Oelschlager; and Administrators, Russell Brown and William Koenker. The chair called for additional nominations from the floor. Mr. Stites nominated Greg Stites and William DiBrito. Mr. Naismith moved that nominations cease. The motion was seconded, voted upon and carried. A vote was taken and Charles Carter, Constance McKenna, Ronald Pynn, John Reid, Hilda Wing, Cheryl LaGrave, Keith Oelschlager, Russell Brown and William Koenker were elected.

## 9.

Mr. Naismith moved that the Senate consider Agenda item 6 at this time and go into executive session. The motion was seconded, voted upon and carried. Mr. Naismith presented the report of the Honorary Degrees Committee and moved that the Senate recommend to the President and the State Board of Higher Education that the appropriate honorary degree (Doctor of Science) be awarded to a candidate at a commencement to be determined by the President. The motion was seconded, voted upon and carried.

## 10.

Mr. Thomforde moved to adjourn. The motion was seconded, voted upon and carried and the meeting adjourned at 5:14 p.m.

## 11.

A special meeting of the University Senate was called to order on Thursday, April 12, 1973, in Room 7, Gamble Hall. Mr. Peterson presided.



## 12.

The following members of the Senate were present:

Apostal, Robert	Kraft, Lee	Potter, Gerald
Behringer, Marjorie	Kulas, Ludwik	Price, Mary
Boehle, William	LaQua, Colette	Robertson, Donald
Brown, Russell	Leake, Harley	Rognlie, Philip
Clark, Alice	Lewis, Robert	Rude, Ramon
DiBrito, Bill	MacKichan, Ruth	Rushing, Robert
Fletcher, Alan	McKenna, Constance	Russell, LaVonne
Hedahl, Beulah	Naismith, Donald	Strentz, Herbert
Iseminger, Gordon	Norman, Ernest	Thorson, Playford
Jarman, Lloyd	Omdahl, Lloyd	Tomasek, Henry
Johnson, A. William	Peterson, Russell	Ulven, Milford
Kannowski, Paul	Phillips, Monte	Wessman, Henry

The following members of the Senate were absent:

Clifford, Thomas	Koenker, William	Perrone, Vito
Alberts, Earl	Kolstoe, Ralph	Reiten, Palmer
Bale, Harold	Kraus, Olen	Rowe, Clair
Boucher, Al	Kuhns, Richard	Rowe, John
Brumleve, Stanley	LaQua, Keith	Skogley, Gerald
Carlson, Patti	Marti, Leonard	Smith, Glenn
Dahl, Ivan	Maus, Ben	Stenberg, Virgil
DuKart, Roxanne	McKusker, Mike	Stites, Greg
Engel, Dean	Murray, Stanley	Swanson, Loren
Goderstad, Lee	O'Kelly, Bernard	Thomforde, Clifford
Harwood, Theodore	O'Rourke, Ellen	Wilhelm, Roger
Heyse, Margaret	Pearce, Don	Zook, Wayne
Kaelke, Michael	Penn, John	

## 13.

Mr. Tomasek moved to adjourn the meeting for lack of a quorum. The motion was seconded, voted upon and carried. The meeting adjourned at 4: 15 p.m.

Milford Ulven

Secretary

A PROPOSAL FOR A COURSE AND FACULTY EVALUATION  
STUDY TO BE MADE PUBLIC

I. Publication

- A. The University shall be the publisher, in conjunction with the Board of Student Publications.
- B. Published between fall and spring semester, each academic year.

II. Procedures

- A. Obtain clearance
  - 1. From administrator
  - 2. From Deans
  - 3. From individual instructors
- B. Determination of courses to be evaluated
  - 1. Courses selected by an evaluation committee in cooperation with Deans and instructors
  - 2. Emphasis to be placed on courses most likely to be chosen as electives or listed as general University requirements
  - 3. Emphasis on lower division courses
    - a. Such courses offer widest variety of instructors and variations in course format
    - b. Such courses have greatest appeal as electives
    - c. Upper division courses tend to be used by majors only, and majors tend to be more aware of courses and instructors in their departments

III. Course and instructor evaluated together

- A. Correlation between quality of instructor and student attitude toward course would make separate evaluations inequitable
- B. Allows for student to separate attitudes toward instructor from attitudes toward course
- C. Logistical factors and economic consideration

IV. Allowance for feedback

- A. Instructor will be shown results of survey in his classes before publication
- B. Possibility of allowing instructor response to evaluation in final publication
- C. Short answer questions attached to survey to allow for immediate feedback to instructor

**V. Publication****A. Statement on survey limitations by evaluation committee****B. Evaluation**

1. Course title and name of instructor
2. University description of course
3. Fact sheet
  - a. Credit hours
  - b. Nature and number of class meetings
  - c. Prerequisites
  - d. Texts number and approximate cost
  - e. Tests, quizzes, and types of questions
  - f. Papers required
4. Possible instructor feedback on evaluation 50-75 words
5. Survey responses categorized
  - a. Majors
  - b. Non-majors
  - c. Cumulative
  - d. Other
6. Statistical breakdown of respondents
  - a. Initial class enrollment
  - b. Final class enrollment
  - c. Number of responses
  - d. % of class responding