



10-30-1991

## November 7, 1991: Agenda

University of North Dakota

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Douglas C. \* Munski  
Geography  
Box 110

TO: Members of the Senate  
FROM: Secretary of the Senate  
SUBJECT: Senate Meeting on November 7, 1991  
DATE: October 30, 1991

The November meeting of the University Senate will be held on Thursday, November 7, 1991, at 4:05 p.m. in room 7, Gamble Hall.

AGENDA

- 1) Announcements.
- 2) Minutes of the previous meeting and business arising from the minutes.
- 3) Question Period.

**CONSENT CALENDAR:**

- 4) Annual Report of the Faculty Rights Committee. Marsha O'Kelly. (See attachment #1.)
- 5) Annual Report of the Honorary Degrees Committee. Randy Lee, Chair. (See attachment #2.)
- 6) Annual Report of the General Education Committee. Daniel Sheridan, Chair. (See attachment #3)

**Business Calendar:**

- 7) Proposal from Senate Executive Committee on the Constitution of the Council of College Faculties and of its Constituent System Senates. Robert Kweit. (See attachment #4.)
- 8) Motion from the Curriculum Committee on 1) Change of Degree, Department, and Major Titles and 2) New Program. Melissa Parker, Co-Chair of Curriculum Committee. (See attachment #5.)
- 9) Discussion regarding the number of faculty members on student boards and committees. Jim Poolman.
- 10) Report from Presidential Search Committee. Sara Hanhan, Chair.

**ANNUAL REPORT OF THE STANDING COMMITTEE ON FACULTY RIGHTS**

The Faculty Rights Committee is required to exist by Board of Higher Education policy. Five members are elected, one a year for a five-year term, by the University Council. Members must be tenured faculty. The members in the 1990-1991 academic year were:

Randy H. Lee (term expiring 1991)  
Marcia O'Kelly (term expiring 1992)  
L. Elliot Shubert (term expiring 1993)  
Dean C. Engel (term expiring 1994)  
Robert Kweit (term expiring 1995)

The University Council this fall elected Randy H. Lee to a new term on the committee. The present membership therefore is:

Marcia O'Kelly (term expiring 1992)  
L. Elliot Shubert (term expiring 1993)  
Dean C. Engel (term expiring 1994)  
Robert Kweit (term expiring 1995)  
Randy H. Lee (term expiring 1996)

Two matters were referred to the committee during the last academic year. The committee determined that it had no jurisdiction as to one matter and held formal hearings as to the other matter pursuant to Section J of the Board of Higher Education Regulations on Academic Tenure and Due Process.

Marcia O'Kelly  
for the Faculty Rights Committee  
October 24, 1991

## MEMORANDUM

UNIVERSITY OF NORTH DAKOTA  
SCHOOL OF LAW  
777-2961

TO: Monty E. Nielsen, Secretary, University Senate  
ATT'N: Donna Bruce, Assistant Secretary  
FROM: R. Lee, Law, 1990-1991 Chair. Senate Honorary Degrees Committee  
DATE: October 23, 1991  
RE: Annual Report for 1990-1991 Activities of the Committee

This annual report is submitted on behalf of the 1990-1991 Honorary Degrees Committee of the University Senate. That Committee has never seen this report, and its author is no longer on the Committee.

Membership on the Committee consists of the Dean of the Graduate School, the Vice President for Academic Affairs, and five faculty members. The 1990-1991 members were:

Alice Clark, ex officio  
Harvey Knull, ex officio  
Diane Langemo (term expiring 1995)  
Randy Lee (term expiring 1991)  
Steve Markovich (term expiring 1994)  
Rod Medalen (term expiring 1992)  
Bette Olson (term expiring 1993).

Activities of the Committee in 1990-91 included the selection of the undersigned as chair, solicitation of nominations for honorary degrees (by Dr. Clark on the as-yet-unorganized Committee's behalf) from the academic units, screening of nominees pursuant to Board and Senate criteria, reference of nominated candidates' files to the appropriate academic department with a request for recommendation up or down on whether an honorary degree should be recommended to the Senate for recommendation to the President for submission to the Board, review of departmental responses and action thereon, preparation of candidate information forms for submission to the Senate, presentation of candidates to the Senate, and maintenance, through it all, of the Board's and Senate's policies protecting the identity of those under consideration.

[All candidates recommended by departments to the Committee were, in turn, recommended to the Senate by the Committee, and the Senate, in its turn, approved and recommended to the President all those candidates.]

THE 1990-1991 HONORARY  
DEGREES COMMITTEE

By: 

Randy H. Lee, 1990-1991 Chair

General Education Requirements Committee  
Annual Report (1990-91)

This year's committee consisted of: Dale DeRemer, Chair (Aviation); Alice Clark, ex officio (VPAA); George Frein (Philosophy/Religious Studies); Mary Harris (CTL); Gretchen Lang (Anthropology); David Perry (Social Work); Don Poochigian (Philosophy); Pat Sanborn (Humanities, Integrated Studies); Dan Sheridan, secretary (English); Don Uhlenberg (CTL).

We resolved to continue last year's policy of leaving routine matters to the registrar's office, while devoting our time and energy to broader considerations. In particular we wished to pursue two matters: the resolutions which had been brought before the Senate by last year's committee and the charge of the Strategic Planning committee to review UND's general education requirements and encourage interdisciplinary programming.

We held two public meetings, on September 19 and 21, at which faculty discussed general education at UND. Working from ideas expressed at those meetings, we revised last year's document and drafted three new resolutions which we brought before the Senate at its December and January meetings. On December 6, the Senate approved the following criteria for general education: (1) general education courses should be designed to focus on thinking, reading, and communication skills; (2) they should normally have a substantial writing component; (3) they should put students in an active posture in creating their own learning; (4) they should emphasize independent learning; (5) they should not be highly specialized--i.e., they should either be specifically interdisciplinary in nature or approach a given discipline in a reasonably broad manner; and (6) they should be so designed that students will have individual attention. At its January 4 meeting, the Senate approved two more resolutions: that the General Education Requirements be reorganized and streamlined in accordance with the criteria stated in the first resolution, and that a General Education Faculty in University College be studied.

With a set of criteria in hand, we then planned the review, first by discussion and role play, later by drafting a memo which asked department chairs to provide some information on GER course offerings in their fields. Thirty-eight memos were sent and 15 were returned by the deadline. Our remaining meetings were devoted to planning a strategy for next year. We will devote the fall semester to interviews with departments offering GER courses; in the spring we will begin the task of "reorganizing and streamlining" GER courses.

Along the way we approved the following courses for general education: Music 226, Political Science 404 and 405, and Political Science 339 (provisionally). Other applications, from Religious Studies/Philosophy and Space Studies, were put "on hold." The committee felt that it made little sense to continue approving courses before the review had been completed; we will make exceptions in cases where there are serious consequences for students.



Dan Sheridan, Secretary  
May 21, 1991

Attachment #4

October 18, 1991

DEPARTMENT OF CHEMISTRY  
ABBOTT HALL  
BOX 7185, UNIVERSITY STATION  
GRAND FORKS, NORTH DAKOTA 58202  
(701) 777-2741

TO: Dr. Lonny Winrich, Chairman  
University Senate  
Mrs. Donna Bruce, Director  
Admissions Office

FROM: A. William Johnson, Chairman  
Senate Sub-Committee

RE: Committee Recommendation



This is the final report of the sub-committee comprised of Professor's Hanhan (CTL), Lee (Law), Kweit (Political Science), Fivizzani (Biology), and Johnson (Chemistry) which was established at its previous meeting by the Executive Committee of the University Senate to develop recommendations for the Senate regarding the nature of a system faculty senate.

The committee considered the issues that were raised regarding the proposed NDUS Faculty Senate constitution which the UND senate voted down last May, and considered a number of possible means by which institutional faculty could be fairly represented considering numbers and diversity. After considering a number of alternatives we settled on the concept embodied in the enclosed recommendation to the Executive Committee. We then worked to refine that concept and make it workable. We believe that the organization and process represented by the attached document are workable, are in the best interests of the faculty at all the institutions, and that the proposal should be approved by the UND Senate and forwarded as UND's proposal for revision.

The Committee, in a unanimous vote, "recommends that the Senate Executive Committee place the attached proposal for "The Constitution of the Council of College Faculties and Of Its Constituent System Senates" on the agenda of the October 31 senate meeting and that the Executive committee recommend to the Senate that it be adopted as UND's recommendation for the constitution. Further, we suggest that the Executive Committee transmit this proposal to the three following named entities **immediately** (i.e., immediately following your executive committee meeting) so that it may have an impact on discussions that are now proceeding elsewhere also designed toward the formulation of a revised constitution: The NDSU University Senate, The Chair of the Council of College Faculties re-drafting committee, and the President of the Council of College Faculties".

I acknowledge with pleasure and thanks the abilities and efforts of the committee members as they worked with dispatch to provide you such a proposal in such a short time frame. I ask that we now be discharged.

cc: Committee members  
Enclosure: Final version of constitution

[DRAFT, 10 / 16 / 91 . NOT APPROVED]

THE NORTH DAKOTA UNIVERSITY SYSTEM

# COUNCIL OF COLLEGE FACULTIES

## THE CONSTITUTION OF THE COUNCIL AND OF ITS CONSTITUENT SYSTEM SENATES

The faculties of the several institutions in the North Dakota University System, in order to organize for their benefit a structure within which they

- (a) may identify the interests shared among all System faculty,
- (b) may identify the particular interests shared among faculty appointed to institutions with like roles and missions, where those particular interests are not necessarily shared by faculty appointed to institutions with roles or missions which differently emphasize the relationships among teaching, research, and service,
- (c) may work together to find ways to agree regarding their interests as faculty even when differing missions inhibit the identification of common interests of System faculty,
- (d) may assist the Board in its duty to improve higher education by ministering to the needs and proper development of each institution, each type of institution, and all the institutions, in harmony with the best interests of the people of North Dakota,
- (e) may assist the Board in its duties to coordinate and correlate the diverse work in the different institutions and among the different types of institutions and to develop cooperation among the institutions,
- (f) may reach agreement on, or identify disagreement in, the views of faculty regarding matters of interest to or pending before the State Board of Higher Education,
- (g) may communicate their agreement or disagreement to the Board in a manner which respects and presents any disagreement as clearly as it reports agreement; communication to the Board of the agreement of faculty at institutions with like roles and missions, through their

separate voice or through the faculty representative to the Board, on issues as to which faculty at other institutions are not in accord, will proceed in a manner which informs the Board of the diversity of views on the issue or issues so that the Board might perform its governing role for the benefit of the entire System, and

(h) provide for selection of one faculty member each year to serve as the nonvoting advisory representative of the faculties to the State Board of Higher Education

establish this Constitution of the Council of College Faculties, creating the Council and its constituent System Senates and providing for the rights and obligations of those bodies and the regulation of the relationship among them.

## I

### ORGANIZATIONS

Three System Senates are created. They are:

—The Senate of Two Year Institutions. This Senate consists of three representatives each from each of the two year institutions under the control of the State Board of Higher Education. The initial member institutions are Bismarck State College, North Dakota State College of Science, North Dakota State University-Bottineau, University of North Dakota-Lake Region, and University of North Dakota-Williston.

—The Senate of General Baccalaureate Institutions. This Senate consists of three representatives each from each of the institutions under the control of the State Board of Higher Education whose primary emphasis generally is on undergraduate baccalaureate-level education. The initial member institutions are Dickinson State University, Mayville State University, Minot State University, and Valley City State University.

—The Senate of Research and Doctorate-Granting Institutions. This Senate consists of three representatives each from each of the institutions under the control of the State Board of Higher Education whose mission and program include a diverse range of doctoral level and professional programs in addition to the general baccalaureate



program. The initial member institutions are North Dakota State University and University of North Dakota.

The State Board of Higher Education may reclassify an institution from one System Senate to another after changes in the institution's mission and performance make it more like the other institutions in the Senate to which it is moved than it is like the institutions with which it was previously classified.

There is also created the Council of College Faculties, which Council shall be the organization identified in Chapters 159 and 160 of the 1991 Session Laws of the North Dakota Legislative Assembly, codified at the time of adoption of this Constitution as Section 15-10-02, North Dakota Century Code. This Council consists of three members, one from each of the three System Senates; the member of the Council representing each System Senate shall be that Senate's President.

## II

### PURPOSE

The purpose of the Council and the Senates is to enhance the quality of higher education in North Dakota by representing the role of faculty in pursuing that goal and by considering academic matters and conditions of employment of particular concern to faculty. The purposes of each System Senate include consideration of all issues of faculty concern which cut across all institutional members of that Senate, such as faculty responsibilities and terms and conditions of employment; in that consideration, due deference shall be paid to unique institutional character and mission. The Council and each Senate shall also consider issues referred to them by the Chancellor or

the State Board of Higher Education. A Senate shall also consider issues referred to it by the faculty governance structure of any of its member institutions.

In their activities to achieve these purposes, the Council and each Senate shall be guided by the statements set forth in the introductory text preceding Article I of this Constitution.

### III

#### SYSTEM SENATE MEMBERSHIP

The three representatives of each institution to that institution's System Senate shall be selected, one each Spring for a three-year term, by the represented institution according to its campus faculty governance procedures. However, in first year of operation of the System Senates, each institution's faculty governance procedure shall select three representatives, identifying one who will serve a one year term, one who will serve a two year term, and one who will serve a three year term; subsequent annual Spring selections of one representative to serve a three year term will thus cause each institution to continue to be represented by three members in its System Senate at all times. All terms except those of the three selected for the first year begin at the start of the next academic year; the terms of the three representatives selected in the first year commence upon selection. Each representative's term ends when the person selected as a replacement begins her or his term.

No institutional representative to a System Senate may serve more than six consecutive years in that Senate. Vacancies in a member institution's delegation to its System Senate may be filled only by the faculty governance structure at that institution, and must be filled through that

process as soon as possible.

System Senates may invite observers and guests, including State Board of Higher Education staff and institutional administrators, to attend their meetings as needed.

Each institution shall report the names of its selected representatives to the Chancellor promptly after selection.

#### IV

#### SYSTEM SENATE MEETINGS

Each System Senate must meet at least twice during each academic year. One of those meetings must be within the first month of the academic year, and shall be an in-person plenary session. Any other meetings, including the second mandatory meeting, may be held over interactive television or by means of any radio or telephone conferencing technology which permits each member to participate fully in the proceedings.

The date, time, and place for the Fall plenary session of each System Senate shall be set, and the meeting called, by the senior officer from that Senate's prior year whose three-year term as a representative has not yet expired. If the terms of all of that Senate's members holding System Senate office in the prior year have expired, then the prior year's System Senate president shall notify the Chancellor and the Chancellor shall set and call the meeting on behalf of that Senate. Other meetings of any System Senate shall be called by the President of that Senate, and that President must call a meeting whenever requested by a majority of that Senate's members. No System Senate meeting may occur without reasonable written advance notice to each member whose name has been reported to the Chancellor and to any institution which does not have three names of current members reported to

the Chancellor.

The conduct of System Senate meetings shall be governed by Roberts Rules of Order (latest edition). Each Senate's quorum shall be fifty percent of the membership plus one member, but there is no quorum present unless each institutional member of that Senate has at least one of its selected representatives present.

The three System Senate Presidents may agree to hold a common meeting of the three System Senates. Such a joint meeting is not a meeting of any one of the Senates, but any System Senate there present may resolve itself into a meeting of its own if its regular quorum requirements are satisfied. No action or vote taken in a common meeting of the three System Senates binds any individual System Senate until that individual System Senate ratifies the action or vote in its own valid meeting.

Expenses of System Senate meetings shall be financed by the State Board of Higher Education.

## V

### SYSTEM SENATE OFFICERS

Each System Senate shall elect a President, a Vice President, and a Secretary. The President and Vice President must be full time faculty members from different institutions. The election of officers shall take place at the mandatory Fall meeting. Terms of office are one year. Each System Senate's President is ex officio a member of the Council of College Faculties for the year of her or his System Senate presidency, and represents her or his System Senate on that Council. Any in-term vacancy in the presidency of a System Senate shall be filled by that Senate's Vice President until that Senate can elect a new President at its next meeting or by mail ballot; the Vice President of a System Senate acting as President of that Senate also becomes a

member of the Council of College Faculties during the period of service as Senate President. Vacancies in System Senate offices other than President shall be filled by the System Senate at its next meeting. The Secretary of each System Senate shall report the names of that Senate's officers to the Chancellor, and also report to the Chancellor any vacancies in office that arise and the identity of the person elected to fill any vacancy.

## VI

### MEETINGS OF THE COUNCIL OF COLLEGE FACULTIES

The presidents of the three System Senates shall meet as the Council of College Faculties periodically throughout the year of their term, and shall first meet no later than thirty days after the last to occur of the mandatory Fall meetings of the individual System Senates. They shall, as the Council of College Faculties, discuss the issues before their respective System Senates with the goal of identifying items of possible mutual interest. They shall carry forward the discussion of those items by placing them on the agendas of their respective Senates for further discussion and action.

The expenses of the Council of College Faculties shall be financed by the State Board of Higher Education.

## VII

### REPRESENTATIVE ON THE STATE BOARD OF HIGHER EDUCATION

One member of the Council of College Faculties shall serve as the nonvoting advisory representative of faculty on the State Board of Higher Education. In the first year after ratification and approval of this Constitution, the member of the Council who shall so serve shall be selected by lot. The member of the Council who shall serve as the nonvoting

advisory representative to the Board the next year shall be the President of the System Senate next in order as the System Senates are listed in Article I of this Constitution, and in the year after that the representative shall be the President of the System Senate of the next in order, in rotation, which rotation shall continue in similar fashion in all subsequent years to determine the identity of the nonvoting advisory representative to the Board.

### VIII

#### **PRESENTATIONS TO THE STATE BOARD OF HIGHER EDUCATION AND CHANCELLOR BY SYSTEM SENATE PRESIDENTS AND BY THE REPRESENTATIVE OF THE COUNCIL OF COLLEGE FACULTIES**

Whenever, through meetings of the Council of College Faculties and the three System Senates, it has been determined that System faculty, statewide, have a common interest, purpose, approach, or recommendation on any matter, be it a matter referred by the State Board of Higher Education or the Chancellor for faculty review or a matter taken up by faculty on their own or other initiative, and each of the three System Senates has separately determined its concurrence with the other two on the matter, the Council of College Faculties may issue a statement or take a position on that matter, consistent with that in which the System Senates have concurred, and the Council's nonvoting advisory representative to the Board may report that statement or position to the Board or the Chancellor as the view of System faculty and all System Senates. In all other matters, the Council's nonvoting advisory representative to the Board may not speak as the representative of System faculty and shall instead present the differing views of the several types of institutions, and any position or statement or resolution adopted by

any System Senate, in order that the Board and the Chancellor may understand the basis of the differing views of the faculty of different types of institutions so that those officials may govern the system in a manner best suited to the roles and missions of each institution and each type of institution. In addition, the presidents of the three System Senates may present, on behalf of their respective Senates, their Senate's views, position, purpose, approach, recommendation, or resolution on any matter acted upon by that Senate, to the Board with its consent or to the Chancellor.

## IX

### SYSTEM SENATE ACTION

No action taken by a System Senate shall be effective until thirty days have passed, and shall not become effective even then if: (1) the faculty governance structure at any institution which is a member of that System Senate has, by at least a two-thirds majority vote during that period, disapproved the action; or (2) the faculty governance structures at a majority of the institutions which are members of that System Senate have during that period disapproved the action by at least a simple majority. A System Senate may in any action specify a period longer than thirty days, in which event that longer period is the length of time available to the faculty governance structures at each institution for disapproval.

## X

### BYLAWS

The Council of College Faculties shall have no Bylaws. No System Senate may adopt its own Bylaws. The Council of College Faculties may propose System Bylaws, not inconsistent with this Constitution, to govern

the business of the System Senates, and any Bylaws thus proposed shall become the Bylaws of each and all of the System Senates upon their approval by a majority vote in all three System Senates. These Bylaws may be amended upon the proposal of the Council concurred in by majority vote in all three System Senates.

## XI

### RATIFICATION AND AMENDMENT

This Constitution shall only become effective upon: (1) its ratification by majority vote of each institution governed by the State Board of Higher Education, such vote to be taken through the faculty governance structure of each institution; and (2) approval by the State Board of Higher Education.

Amendments to this Constitution may be proposed by any member of a System Senate. Any amendment shall be voted on by that Senate at the next meeting to occur after thirty days have passed since introduction. If it shall pass in that Senate by at least a two-thirds majority, it shall be transmitted to the other two System Senates and be introduced and considered in each. If, at a vote in each of the other two Senates taken no less than thirty days and no more than two-hundred-seventy days from the introduction in each, the amendment is approved in each by at least a two-thirds majority, the amendment may be sent to the faculty governance structure at each institution governed by the State Board of Higher Education. If two-thirds or more of those faculty governance structures approve of the amendment by majority vote, the amendment shall be transmitted to the Board for approval. Upon approval by the Board of an amendment thus submitted to it, the amendment becomes effective.



## UNIVERSITY CURRICULUM COMMITTEE

CHANGE OF TITLE FOR DEGREE, DEPARTMENT, MAJOR OR MINOR

THROUGH OCTOBER 24, 1991

Change of title: To: Department of Pharmacology and Toxicology  
From: Department of Pharmacology

Change of title: To: Major and Minor in Recreation and Leisure  
Services  
From: Major and Minor in Recreation

Change of title: To: Major in Coordinated Program in Dietetics  
From: Major in Coordinated Program in Community  
Dietetics

## NEW ACADEMIC PROGRAM REQUEST

New Academic Program: Undergraduate Minor in Pharmacology and  
Toxicology