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November 1, 2018

University of North Dakota

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Minutes of the University Senate Meeting
November 1, 2018

1.

The November meeting of the University Senate was held at 3:30 p.m. on Thursday, November 1, 2018, in Room 113, Education. Chair Paul Todhunter presided.

2.

The following members of the Senate were present:

Adjekum, Daniel	Hoffmann, Mark	Olson, Devon
Alberts, Crystal	Holm, Jeff	Ozaki, Casey
Berg, Justin	Hume, Wendelin	Peterson, Lawrence
Bjerke, Elizabeth	Iseminger, Colt	Petros, Tom
Blackburn, Royce	Jorgenson, Terra	Rogers, Aimee
Campbell, Caroline	Keengwe, Jared	Rundquist, Brad
Clauson, Tyler	Laguetta, Soizik	Shivers, Jed
Dauphinais, Kirsten	Legerski, Elizabeth	Shogren, Maridee
Denny, Dawn	Lim, Howe	Smart, Kathy
DiLorenzo, Thomas	Linder, Meloney	Sturges, Denyse
Dodge, Michael	Lindseth, Paul	Takahashi, Shuzo
Doze, Van	Luber, Patrick	Tavakolian, Kouhyar
Du, Guodong	Matz, Adam	Todhunter, Paul
El-Rewini, Hesham	McGinniss, Mike	VanLooy, Jeff
Green, Noelle	Millspaugh, Richard	Wilson, Nick
Gupta, Surojit	Mochoruk, James	Wood, Bo
Halgren, Cara	Mostad-Jensen, Anne	Yang, Cai Xia
Hanson, Erik	Munski, Doug	Zerr, Ryan
Heitkamp, Thomasine	Myers, Brad	Zimmerman, Sonia
Helleloid, Duane	Oancea, Cristina	

3.

The following members of the Senate were absent:

Carlson, Hannah	Jeno, Susan	Roux, Gayle
Correll, Scott	Juntunen, Cindy	Schaeffbauer, Jordan
Dschaak, Kaleb	Kennedy, Mark	Sens, Mary Ann
Eggen, Summer	Majerus, Ryan	Simonson, Ty
Farris, Nick	Malheim, Jeremy	Tang, Clement
Fernandez-Haan, Zach	McGimpsey, Grant	Vandenberg, Greg
Gjellstad, Melissa	Neubert, Jeremiah	Walker, Stephanie
Henley, Amy	Rabiei, Minou	Wynne, Joshua
Hunter, Joshua	Reed, Patricia	Yoshida, Shou

4.

The following announcements were made:

- a. Mr. Petros gave a Council of College Faculties (CCF) update regarding granting tenure to presidents. The Chancellor wants to be able to grant tenure as a recruiting tool. CCF took a stance against the proposal. It will go for a second reading to the State Board of Higher Education. Mr. Petros stated that there is a fair amount of opposition to the proposal.

- b. Mr. Clauson gave a Staff Senate update. He reported that Staff Senate will have a 20-year reunion celebration in December 2018.
- c. Mr. Hanson gave a Student Government update. He reported that the vote on a new Memorial Union will be held on November 20, 2018. The building will be a brand new building on the existing footprint, not a renovation, and that is what they will be voting on. Mr. Hanson stated that Student Government supports this project and vote.
- d. Mr. Zerr gave an update on the new Essential Studies requirements to be implemented fall 2020. He reported that the current requirement for Global and United States Diversity will change to a new goal: Intercultural Knowledge & Skills, Special Emphasis Area #1: The Diversity of Human Experience and Special Emphasis Area #2; Analyzing Worldview. More information can be found on the Essential Studies web page at: <https://und.edu/academics/essential-studies/es2020.html>. Mr. Zerr also stated that December 1 is the deadline to submit courses to count toward these new categories.
- e. The Parking and Transportation Committee is needing to fill two faculty committee member slots.

5.

Quorum was established.

6.

Mr. Todhunter called attention to the minutes of the October 4, 2018, meeting. Ms. Alberts introduced a correction regarding her question on remote access software and IRB-approved research protocol. The minutes were approved with the revision.

7.

Mr. Todhunter reported on the work of the Senate Executive Committee:

- a. An update was given on the process for evaluating administrators with a new professional development survey by Nancy Vogeltanz-Holm. She stated that, in addition to yearly evaluations by the provost and the president, Deans and Vice-Presidents will also be evaluated every three years for professional development purposes, including getting input from faculty, staff, and student leaders. Ms. Vogeltanz-Holm said that a new instrument developed at the University of Minnesota will be used, and ongoing work is occurring to develop the best process for the professional development evaluations. She believed that the first round of surveys will be sent in spring 2019.
- b. Mr. Todhunter reported that the Faculty Handbook Committee is working on Section III: Teaching Policies and Procedures. This section will be forwarded to the Senate Executive Committee and then brought to the University Senate for review and a vote.
- c. Mr. Todhunter reported that Multi-Factor Authentication for Office 365 will be implemented in summer 2019. He stated that the process is similar to logging into HRMS.
- d. Mr. Todhunter gave a SELFIE update. He stated that the SELFIE working group is working to roll out a plan for the implementation of this product. The group has followed through on recommendations to get the evaluation form up and implemented. Everything that they are doing is being taken from the report and they are hoping to roll out the product in the near future.

The twenty-minute question period opened at 4:01 p.m.

Mr. Shivers responded to a question from the October meeting regarding recycling on campus.

Mr. DiLorenzo responded to a question from the October meeting regarding who will be teaching UNIV 101. At this point in time, the details have not been determined.

Mr. Petros made the following comments regarding SELFI:

- a. If the response rate to SELFI is below 60%, they are not scientifically valid. He asked why it is that the faculty are responsible to provide the survey and why students are not required to complete the SELFI.
- b. Mr. Petros felt the SELFI was decentralized. He attended a seminar where groups reviewed the SELFI to see what the data meant and how you define what we mean by these concepts. He asked how to keep it consistent across the evaluation.

Mr. Holm responded that the SELFI working group looked at several instruments and they chose this evaluation to use as the most effective.

Ms. Alberts asked how FERPA affects the privacy of students teaching the course and, if teaching is part of their course of study, are they treated as a student or employee. She also asked what the incentive is to watch the SELFI training video.

Mr. Hanson recommended that faculty talk to their students about what would encourage them to watch the video, e.g., extra credits, etc.

Ms. Rogers asked if the SELFI is anonymous, how do you know who to give extra credit to, and why are we rolling it out if it is not ready to go. She also asked who has access to the summary. It was stated that currently enrolled students, advisors, and anyone with a valid UND ID would have access. It is being rolled out now because it has been in the works for a long time and we need to start somewhere.

Mr. Hanson suggested using a percentage model to protect student's anonymity, e.g., if 55% take the SELFI, everyone will get two points.

Mr. Wood stated that SELFI is an open record and how do you deny an open records request? Mr. Todhunter responded that it would be something for the SELFI group to investigate.

Ms. Alberts stressed that graduate students need to be considered regarding the SELFI as well. She encouraged asking for their input.

Mr. Munki moved to extend the question period for five minutes. Mr. Zerr seconded the motion and the motion carried.

Ms. Bjerke reported that during early registration many students were given priority registration. The new groups being added were Honors Program students and Veterans. This caused issues for Aviation seniors, etc., who can't register before those students.

Mr. Matz asked if there will be a minimum response rate for each course for the SELFI. He also stated that it depends on how public the information is and who has access to the information.

Mr. Mochoruk inquired about the changes to the Essential Studies office. Mr. DiLorenzo stated that there will be a support person and a point person who will handle the processes. The new job description does not cover the percentage of time that should be given to the position.

The question period ended at 4:27 p.m.

9.

Mr. Todhunter called attention to the Honors Program Annual Report. The report was accepted and filed.

10.

Mr. Todhunter called attention to the Standing Committee on Faculty Rights Annual Report. The report was accepted and filed.

11.

Mr. Zerr presented the Essential Studies Committee report to the Senate. Mr. Holm made a motion to accept the report as written, Mr. Zerr seconded and the motion carried.

12.

Mr. Todhunter called attention to the University Curriculum Committee report. Mr. VanLooy moved to accept the report. Ms. Laguette seconded and discussion followed. The motion carried.

13.

The meeting adjourned at 4:35 p.m.

Marci Mack for Scott Correll, Secretary
University Senate