



2-3-2000

**February 3, 2000**

University of North Dakota

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Minutes of the University Senate Meeting

February 3, 2000

1.

The February meeting of the University Senate was held at 4:05 p.m. on Thursday, February 3, 2000, in room 7, Gamble Hall. John Bridewell presided.

2.

The following members of the Senate were present:

Bass, Gerald	Khavanin, Mohammad	Perry, David
Bernsten, Patricia	Kweit, Mary	Petros, Thomas
Birdsall, Jason	Kweit, Robert	Phillips, Monte
Bridewell, John	Lee, Randy H.	Rakow, Lana
Cutler, Mary	Lowe, D. Scott	Rankin, Elizabeth
Davis, W. Jeremy	Lucke, Peggy	Rice, Daniel
DeMers, Judy	Mabey, Renee	Richard, Don
Detke, Siegfried	Marshall, David	Semrau, Chris
Drewes, Mary	Melland, Helen	Shabb, Cynthia
Elbert, Dennis	Moretti, Charles	Smith, Bruce
Elsinga, Lillian	Munski, Douglas	Stevens, Wes
Ettling, John	Nelson, Berly	Tschacher, Walter
Fivizzani, Albert	Nichols, Elizabeth	Williams, Carmen
Gabrynowicz, Joanne	Norman, Katherine	Woehle, Ralph
Gagnon, Gregory	O'Kelly, Marcia	
Hume, Wendelin	Olsen, Glenn	

3.

The following members of the Senate were absent:

Antes, James	Hansen, Kenneth	Richards, Thomas
Armstrong, Kelly	Hilmer, John	Schatz, Sarah
Bott, Alexander	Houn, Jody	Shaeffer, James
Boyd, Robert	Jeno, Susan	Sheridan, Daniel
Cameron, Beth	Knull, Harvey	Till, Robert E.
Christianson, Tim	Kupchella, Charles	Torson, Ned
Diez, Ray C.	Lang, Gretchen Chesley	Wiggen, Thomas P.
Gendreau, Keith	Lovelace, Kent	Wilson, H. David
Goodwin, Janice	McDonald, Jeff	
Hafner, Andrew	Oliver, Laura	



4.

The following announcements were made:

- A. Mr. Bridewell reminded the members that the University Senate is sponsoring one of the Strategic Planning Sessions. This session will be held in the Rural Technology Center, room 211, at 3:00 p.m., on February 8, 2000.
- B. The Senate Scholarly Activities Committee awarded the 1999-2000 New Faculty Scholars Awards to Evelyn R. Labun, Jun Ren, and Roxanne Vaughan.
- C. The University Curriculum Committee Fall Semester Report was distributed to all department and college offices. This report shows all curriculum changes made and approved by the University Senate during the fall semester. (Attachment #1)
- D. Mr. Bridewell reminded all Senate committee chairs that the meetings held by each committee fall under the requirements of the State of North Dakota Open Meeting and Open Records laws. It is the committee chair's responsibility to send the committee meeting schedule to University Relations for the committee schedule to be published in compliance with state law.
- E. President Kupchella requested that the University Senate form an ad hoc committee to revise and update the University Constitution. Mr. Bridewell asked the Committee on Committees to forward names of people interested in working on this process. Anyone else who is interested may also volunteer by contacting Mr. Bridewell. The committee, comprised of seven to ten people, will be asked to give an update on its progress at the May University Senate meeting, but are not expected to complete their assignment until Fall Semester 2000.
- F. Mr. Bridewell reminded the Senate members of the meeting scheduled for Thursday, February 10, 2000 (4:05 p.m., Gamble Hall 7). This meeting is scheduled only if the Senate does not get through the current agenda.

5.

Cynthia Shabb, Chair of the Committee on Committees, informed the Senate of the following correction to the minutes from the January 13, 2000 meeting: Patricia Berntsen is an ex-officio member of the University Senate (and by virtue of that position, is a non-voting advisory member of the Library Committee). Ms. Rakow moved approval of the minutes as corrected. The motion was seconded, voted upon and approved unanimously.



6.

The Chair announced the Question Period. Ms. Rankin asked for an update on the Vice President for Academic Affairs and Provost search. Mr. Davis reported that 29 applications for the position were reviewed. Phone interviews were conducted with nine of the candidates, and five of the candidates will be contacted and brought on a campus visit. The campus visits will be scheduled between February 15, 2000 and the second week in March, if possible.

Mr. Petros asked if anyone knew if the per credit tuition proposal being examined by the Board of Higher Education will be limited to Bismarck State College, or to the entire University System. It was mentioned that North Dakota State University went through this exercise several years ago, and then returned to the current fee payment schedule.

Mr. Semrau and Stephanie Larson, Student Government Public Affairs Coordinator, informed the members of a new Student Senate program entitled "Students First." The program asks campus personnel and state officials to reaffirm their commitment to the University of North Dakota.

7.

Mr. Bridewell presented the Annual Report of the Summer Session Committee. Mr. Lee moved to receive and file the report. The motion was seconded, voted upon and carried unanimously. (Attachment #2)

8.

Elizabeth Hampsten presented a recommendation from the Honorary Degrees Committee regarding candidates for Honorary Degrees at the May 2000 commencement. Mr. Lee moved to approve the recommendation. The motion was seconded, voted upon and carried by a vote of 41 for and 3 abstaining. (Attachment #3)

9.

Mr. Lee presented a report from the Standing Committee on Faculty Rights regarding selected Board of Higher Education policy changes. Mr. Lowe moved to hear all presentations regarding proposed changes and then make motions and vote on these changes. The motion was seconded, voted upon and carried by a vote of 40 for, 3 against, and 1 abstaining. Discussion commenced.

Mr. Kweit moved to vote on issues presented and extend the meeting time necessary to complete the vote. The motion was seconded, voted upon and approved by a vote of 37 for, 2 against, and 2 abstaining.



Mr. Lee moved that the Senate oppose the amendment which would delete from §605.3.1.b the requirement of written notice of intent to nonrenew; the Senate's officers shall inform the Board of this opposition and the reason therefor. The motion was seconded, voted upon and approved by a vote of 38 for and 2 abstaining.

Mr. Lee moved that the Senate recommend to the Board that it include in its amendments proposed for §605.3.1.b a requirement that the written notice of intention not to renew state the basis of, or reason for, the proposed nonrenewal. The motion was seconded, voted upon and carried by a vote for 38 for, 1 against, and 1 abstaining.

Mr. Lee moved that the Senate recommend to the Board that it include in its amendments proposed for §605.3.2 a requirement that all notices be in writing and state the basis for the action as to which notice is given. The motion was seconded, voted upon and carried by a vote of 39 for and 1 abstaining.

Mr. Lee moved that the Senate oppose the amendment which would delete from §605.3.8.a the intended dismissee's right to request a meeting; the Senate's officers shall notify the Board of this opposition and of the Senate's preference for a strengthening of the present language of §605.3.8.a such that the intended dismissee who requests a meeting must be granted one. The motion was seconded, voted upon, and carried by a vote of 39 for and 1 abstaining.

Mr. Lee moved that the Senate recommend to the Board that it include in its amendments proposed for §605.3.9 an option for the sanctioned member of the academic staff to request mediation, just as the Board proposes to add the opportunity to request mediation to other §605.3 events; the Senate's officers shall inform the Board of this recommendation. The motion was seconded, voted upon, and carried by a vote of 39 for and 1 abstaining.

10.

The meeting adjourned at 5:35 p.m.

New Council Signatures

- Council 304 Carmen Williams, Secretary
- Council 307 Mary Bergstrom, for Carmen Williams, Secretary
- Council 312
- Council 313
- Council 314
- Council 315
- Council 316
- Council 317
- Council 318
- Council 319
- Council 320
- Council 321
- Council 322
- Council 323
- Council 324
- Council 325
- Council 326
- Council 327
- Council 328
- Council 329
- Council 330



University Curriculum Committee Report  
 Fall Semester 1999  
 September 23, 1999 - November 18, 1999

**New Academic Program Requests**

B.B.A. with major in Entrepreneurship request for new program

**Change of Title of Department, Major, Minor Requests**

Department of Business and Vocational Education request to change title of Department to the Department of Information Systems and Business Education

B.B.A with major in Information Management change of title request to major in Information Systems - two new prefixes - ISys and ISBE

Merger of the Department of Pharmacology and Toxicology with the Department of Physiology to the Department of Pharmacology, Physiology and Therapeutics.

**Change in Admission Requirements Request**

B.S.Ed. with major in Early Childhood Education - Students must complete the following in order to be admitted to the program:

1. Make application to the program prior to Student Teaching by:
  - a. Meeting with an early childhood education faculty member to discuss the Early Childhood Education program;
  - b. Writing a letter to the Early Childhood Education Program Coordinator requesting admission to the program and stating the reasons why she/he wants to enter the program and what their career goals are;
  - c. Having at least 2.50 GPA and maintain the 2.50 GPA through student teaching;
  - d. Having successfully passed the field experience (T&L 486 Field Experience: Early Childhood Education) requirement. The success will be determined by the positive evaluation form submitted by the supervising teacher at UCC and receiving a passing grade from the instructor.

**New Course Requests**

Comm 504	Semiotics and Visual Communication	3 cr.
Comm 507	Communication, Technology and Culture	3 cr.
Comm 512	Law and Ethics in Communication	3 cr.
Comm 521	Perspectives on Media Writing	3 cr.
Comm 530	Gender, Culture, and Communication	3 cr.
Comm 550	international and Global Communication	3 cr.
Comm 555	Film/Video as Communication	3 cr.
Entr 397	Entrepreneurship Internship	3 cr.
Entr 405	New Product Development	3 cr.
Entr 410	Entrepreneurial Finance	3 cr.
ISys 260	Operating Systems Principles	3 cr.



ISys 420	Systems Analysis and Design	3 cr.
ISys 430	Relational Database Development	3 cr.
ISys 460	Advanced Networking	3 cr.
Mus 180	Introduction to Music Therapy	3 cr.
Mus 280	Music Therapy Theories and Methods I (Children)	3 cr.
Mus 281	Music Therapy Techniques I	2 cr.
Mus 282	Music Therapy Practicum I	1 cr.
Mus 380	Music Therapy Theories and Methods II (Adult)	3 cr.
Mus 381	Music Therapy Techniques II	2 cr.
Mus 382	Music Therapy Practicum II	1 cr.
Mus 383	Clinical Orientation	1 cr.
Mus 480	Psychological Foundations of Music Learning	3 cr.
Mus 481	Music Therapy Internship	12 cr.
P T 430	Cardiopulmonary Physical Therapy	3 cr.
Psyc 437	Psychophysiology	3 cr.
Psyc 465	Multicultural Psychology	3 cr.
Psyc 537	Psychophysiology	3 cr.
Psyc 565	Multicultural Psychology	3 cr.

#### Course Deletion Requests

BVED 310	Information Management Systems	3 cr.
BVED 405	Records Management Systems	3 cr.
BVED 414	Office Systems Design	3 cr.
Mus 109	Creative Music	3 cr.

#### Course Changes Requests

Acct 490	<u>The Literature of Accounting</u> - change prerequisites from Acct 302, 306, and consent of instructor to "Consent of Instructor"
Anth 171	<u>Introduction to Cultural Anthropology</u> - change in course description
Anth 345	<u>Forensic Science</u> - change in course description; change in frequency offered
Anth 346	<u>Analysis of Forensic Evidence</u> - credit change from 2 to 3
Anth 350	<u>Ethnographic Methods</u> - change in frequency offered from "Every Third Semester" to "On Demand"
Anth 371	<u>Cultural Dynamics</u> - change in course description; change in frequency offered from S to F
Anth 374	<u>Old World Prehistory</u> - change in course description; change in frequency offered from F/2 to "On Demand"
Anth 426	<u>Lithic Technology</u> - change in prerequisite from Anth 300 and consent of instructor to Anth 172 or consent of instructor; establish frequency offered as F/2
BVED 217	<u>Fundamentals of Management Information Systems</u> - change in prefix to ISys
BVED 303	<u>Methods of Teaching Business Education</u> - change in prefix to ISBE
BVED 305	<u>Microcomputer Applications for Business</u> - change in prefix to ISys; change of title to End-User Applications; change in course description
BVED 315	<u>Records and Information Management</u> - change in prefix to ISys; change in course description
BVED 320	<u>Professional Communication for Business</u> - change in prefix to ISBE; change in course description



- BVED 337 Cooperative Education - change in prefix to ISBE; change in prerequisite from "Overall GPA of 2.50 and approval of the Director of BVED Cooperative Education" to "Overall GPA 2.50 and approval of the Director of ISBE Cooperative Education; change in course description
- BVED 380 DECA - Student Leadership Practicum - change in prefix to ISBE
- BVED 402 Curriculum Development in Vocational Marketing Education - change in prefix to ISBE
- BVED 403 Professional Training Techniques in Business and Education - change in prefix to ISBE
- BVED 409 Data Resource Management - change in prefix to ISys; change in course number to 330; change in prerequisites from BVED 305 and 310 to ISys 305 and CSci 120; change in frequency offered from F to S
- BVED 411 Information Management Seminar - change in prefix to ISys; change in title to Information Systems Seminar; change in credits from 2 to 3; change in course description
- BVED 413 Telecommunications - change in prefix to ISys; change in course number to 360; addition of Isys 260 as a prerequisite
- BVED 421 Coordinating Techniques - change in prefix to ISBE
- BVED 431 Career and Vocational Education of Special Needs Students - change in prefix to ISBE
- BVED 444 Philosophy of Vocational Education - change in prefix to ISBE
- BVED 450 Special Topics - change in prefix to ISys
- BVED 460 Methods of Teaching Vocational Marketing Education - change in prefix to ISBE
- BVED 470 Senior Seminar change in prefix to ISBE
- BVED 481 Internship in Business and Vocational Education - change in prefix to ISBE; change in title to "Internship in Information Systems and Business Education"; change in frequency offered from F,S to F,S,SS
- CLS 325 Hematology - delete prerequisites
- T&L 200 Exploring Teaching - addition of "Sophomore or above standing" as a prerequisite; change in course description;

#### Program Requirement changes

**B.A. with major in Anthropology** - add Anth 426 "Lithic Technology" as an option under 3 hours from (Archaeology)

**Minor in Anthropology** - add Anth 426 "Lithic Technology" as an option under the list of 3 hours from..

**B.A. with major in Music** - add emphasis in Music Therapy to the existing major requirements. Program requirements include the following:

##### First Year - Semester One

Engl	110	College Composition I	3 cr.
Psyc	111	Introduction to Psychology	3 cr.
Mus	111	Theory I	3 cr.
Mus	113	ETSS I	1 cr.
Mus	131/195	Keyboard Skills	1 cr.
Mus	131	Guitar	1 cr.
Mus	195	Individual Lessons	1 cr.
Mus	varied	Major Ensemble	1 cr.



**First Year - Semester Two**

Engl	120	College Composition II	3 cr.
Psyc	250	Developmental Psychology	3 cr.
Mus	112	Theory II	3 cr.
Mus	114	ETSS II	1 cr.
Mus	131	Guitar	1 cr.
Mus	132/195	Keyboard Skills	1 cr.
Mus	180	Introduction to Music Therapy	3 cr.
Mus	195	Individual Lessons	1 cr.
Mus	varied	Major Ensemble	1 cr.

**Second Year - Semester One**

Psyc	270	Abnormal Psychology	3 cr.
Mus	131	Voice Class/Percussion Class	1 cr.
Mus	211	Theory III	3 cr.
Mus	213	ETSS II	1 cr.
MUS	227/331	Pop/Class Mus World/Survey II	3 cr.
Mus	231/195	Keyboard Skills	1 cr.
Mus	280	Music Therapy Theory and Methods	3 cr.
Mus	295	Individual Lessons	1 cr.
Mus	varied	Major Ensemble	1 cr.

**Second Year - Semester Two**

		GER elective, Math, Science, Tech	2 cr.
T&L	252	Child Development	3 cr.
Mus	132	Voice/Percussion Class	1 cr.
Mus	212	Theory IV	3 cr.
Mus	214	ETSS IV	1 cr.
Mus	232/195	Keyboard Skills	1 cr.
Mus	281	Music Therapy Techniques I	2 cr.
Mus	282	Music Therapy Practicum I	1 cr.
Mus	295	Individual Lessons	1 cr.
Mus	330/332	Music History Survey I/III	3 cr.
Mus	varied	Major Ensemble	1 cr.

**Third Year - Semester One**

Anat	204&204L	Anatomy for Paramed Personnel & Lab	5 cr.
Mus	131	Voice Class/Percussion	1 cr.
Mus	227/331	Pop-Class/Music History Survey II	3 cr.
Mus	340	Basic Conducting	2 cr.
Mus	380	Music Therapy Theory & Meth. II	3 cr.
Mus	381	Music Therapy Techniques II	2 cr.
Mus	382	Music Therapy Practicum II	1 cr.
Mus	395	Individual Lessons	1 cr.

**Third Year - Semester Two**

		GER elective, Math, Science, Tech	3 cr.
		GER elective, Math, Science, Tech	3 cr.
		Psyc/Related Field Elective	3 cr.
Mus	132	Voice Class/Percussion	1 cr.
Mus	330/332	Music History Survey I/III	3 cr.
Mus	383	Music Therapy Clinical Orientation	1 cr.
Mus	395	Individual Lessons	1 cr.
Mus	411	Inst/Choral Arranging	2 cr.

**Fourth Year - Semester One**

		GER elective, Math, Science, Tech	4 cr.
		GER elective, Arts & Humanities	3 cr.
		Psyc/Related Field Elective	3 cr.
		Music Elective	2 cr.
Mus	432	instrumental Methods	3 cr.
Mus	480	Psychology of Music	3 cr.

**Fourth year - Semester Two**

Mus	481	Music Therapy Internship	12 cr.
			133 cr.

**B.S. in Nursing** - establish second track toward the B.S.N. for students who have already have a R.N. diploma. (See attachment 1 for details).



**B.S. in Physical Therapy** - add P T 430 Cardiopulmonary Physical Therapy as an option

**B.A. or B.S. with major in Psychology** - add Psyc 437, Psychophysiology as an option under Area A; add Psyc 465 Multicultural psychology as an option under Area B

**B.S.Ed. with major in Science** - change Physics to 211/211L and 212/212L instead of 251/251L and 252/252L; add Biol 332, 332L and 363 as electives; change Geol 101/101L and 102/102L to requirements instead of electives; change Geog 121/121L and 134/134L to requirements instead of electives

**Minor in Women Studies** - delete EHD 430 from options under III; Add CJ 361, Victimology as an option under III.

#### Returned to Department

Law 261	Corporate Taxation - course change request
T&L 196	Field Experience - new course request

N320 Therapeutic Nursing	1 cr
N367 Family in the Community	3 cr (1-theory/2-clinical)
N394 Independent Study	1-4 cr (may include clinical)
N400 Special Topics	2-3 cr
N441 Mini-symposium Complete All	4 cr (2-theory/2-clinical)
N495 Nursing Practicum	1-4 cr (clinical)
N498 Nursing Practicum Theory	3 cr
N499 Senior Honors	3-15 cr (may include clinical)
N412 Physical Changes in Aging	3 cr
N350 Immunological and -2g	3 cr
N483 Mental Health	4 cr (Practicum)
N501 Complementary Therapies	3 cr

Approved by CGN Curriculum Committee 1/24/91, R 3/12/99, 3/99  
 Approved by Faculty Organization 2/7/92, R 3/12/99



## RN/BSN OPTION NURSING CURRICULUM SEQUENCE

Students in the RN/BSN Option program may attend classes either full or part time. Classes are scheduled to allow RN's to take classes on just one day a week if they wish. If they choose to attend full time, they will be taking some classes with the basic nursing students. The courses listed are the course work remaining for most RN/BSN students after transfer of AD nursing credit or successful completion of the NLN Mobility II Exams. At least 30 semester credits of UND nursing course work are required. In addition, students must complete all UND General Education Requirements and College of Nursing pre-requisites to meet graduation requirements. Support courses and Mobility Exams should be completed before beginning College of Nursing courses.

### RN COURSES OFFERED FALL SEMESTER

N. 361 New Concepts in Nursing I	3 cr.
N. 392 Nursing Research	3 cr.
N. 360 Health Assessment Techniques	3 cr.
N. 448 Community Health Lecture	3 cr.
N. 484 Community Health Clinical	3 cr.

### RN COURSES OFFERED SPRING SEMESTER

N. 362 New Concepts in Nursing II	4 cr.
N. 440 Trends in Nursing	2 cr.
N. 478 Leadership and Management	3 cr.

### ELECTIVE NURSING COURSES

A minimum of six credits are to be chosen from the courses listed below. The six credits must include at least three credits of a course with a clinical component. N394 Independent Study and N389 Senior Honors can be designed to include clinical components. N387 Family in the Community and N481 Multi system Complex Adult Health each contain a two credit clinical component.

N320 Therapeutic Nutrition	1 cr.
N387 Family in the Community	3 cr. (1 theory/2 clinical)
N394 Independent Study	1-4 cr. (may include clinical)
N400 Special Topics	2-3 cr.
N481 Multi system Complex AH	4 cr. (2 theory/2 clinical)
N498 Nursing Practicum	1-4 cr. (clinical)
N488 Nursing Practicum Theory	2 cr.
N489 Seniors Honors	6-15 cr. (may include clinical)
N418 Physical Changes in Aging	3 cr.
N390 Transcultural Nursing	3 cr.
N483 Mental Health	4 cr. (Petition)
N501 Complementary Therapies	3 cr.

Approved by CON Curriculum Committee 1/24/92; R 3/12/99; 5/99

Approved by Faculty Organization 2/7/92; R 3/15/99



## UND - COLLEGE OF NURSING

## CURRICULUM - RN/BSN OPTION

## PRE-NURSING

1st Semester - Fall

*English 110 Composition	3 cr.
*Chemistry 115, 115L or 121, 121L Inorganic	4 cr.
*Psychology 111	3 cr.
**Humanities/Electives	3 cr.
Communications/Language	3 cr.

2nd Semester - SPRING

English 120/125 Composition	3 cr.
*Chemistry 116, 116L Organ/ Biochem	4 cr.
*Anatomy 204 & 204L	5 cr.
*Soc 110 or Soc 115 OR Anth 171	3 cr.
**Humanities/Electives	3 cr.

## NURSING

1st Semester - Fall

Nurs 361 New Concepts I	3 cr.
@(Nurs 233 Nurs & Prof)	1 cr.
@Nurs 280 Intro to Clinical	3 cr.
Nurs 360 Health Assessment	3 cr.
Physiology 301	4 cr.
*Microbiology 202	5 cr.

2nd Semester - SPRING

Nurs 362 New Concepts II	4 cr.
@(Nurs 230 Personal & Group)	2 cr.
@Nurs 288 Intro Adult Hlth	4 cr.
*Pharmacology 315	3 cr.
*Nutrition 240	3 cr.
**Humanities/Electives	3 cr.
*Psy 250 Developmental	3 cr.

3rd Semester FALL

@Nurs 328 Adult Health Nurs	4 cr.
@Nurs 382 Adult Hlth Clinical	4 cr.
Nurs 320 Therapeutic Nut	1 cr.
@Nurs 383 Childbearing I	2 cr.
@Nurs 384 Child Health I	2 cr.
@Psy 270 Abnormal Psych	3 cr.

4th Semester - SPRING

@Nurs 385 Childbearing II	2 cr.
@Nurs 386 Child Health II	2 cr.
Nurs 392 Nursing Research	3 cr.
Nurs 387 Family in Commun.	3 cr.
Statistics	3 cr.
**Humanities/Electives	3 cr.

5th Semester - FALL

Nurs 448 Comm Hlth Lect	3 cr.
Nurs 484 Comm Hlth Clin	3 cr.
Nurs 478 Ldrshp/Mgmt Thry	3 cr.
Nurs 481 Multisys Complex AH	4 cr.
**Humanities/Electives	3 cr.

6th Semester - SPRING

Nurs 440 Trends in Nurs	2 cr.
@Nurs 483 Mental Health	4 cr.
Nurs 498 Practicum Clinical	1 - 4 cr.
Nurs 488 Nsg Thry	2 cr.

**129 semester credits are required for graduation.**

\*Should be completed prior to admission to the College of Nursing.

@ A.D. transfer credit or Mobility Exams meet or waive these requirements.

\*\*In addition to the courses outlined above: 9 hours of Humanities in two departments are required for graduation. Electives to complete 129 hours for graduation. One course must be designated a world culture course.



## University of North Dakota Summer Sessions

Dr. Donald L. Piper, Director

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### UND MEMORANDUM

TO: Carmen Williams, Secretary of the University Senate

Date: December 6, 1999

FROM: Mary Askim, Chair, UND Summer Sessions Committee  
Donald L. Piper, Director, UND Summer Sessions

RE: Summer Sessions Committee Annual Report to the UND Senate for 1999

Because the Summer Sessions Committee reports in January, Committee memberships and activities span parts of two academic years--spring of 1998-99 and fall of 1999-2000.

<u>Committee Membership (1998-99)</u>	<u>Committee Membership (1999-2000)</u>
Jerome Bakken (A&S, 1999)	Ronald Brinkert (EHD, 2000)
Mark Romanick (MED, 1999)	Richard Ludtke (A&S, 2000)
Ronald Brinkert (EHD, 2000)	Mary Askim (BPA, 2001)
Richard Ludtke (A&S, 2000)	Douglas Munski (A&S, 2001)
Mary Askim (BPA, 2001)	Ray Diez (BPA, 2002)
Douglas Munski (A&S, 2001)	Richard Ferraro (A&S, 2002)
Don Piper (Director, ex-officio)	Don Piper (Director, ex-officio)
Carol Drechsel (Office of Registrar, ex-officio)	Jan Hangsleben (Office of Registrar, ex-officio)
	Berly Nelson (Student Representative)

The Committee held regular meetings during 1999 on the following dates: March 1, May 28, October 25, and December 6.

The UND Summer Sessions Committee is advisory rather than administrative; therefore, the Committee spent much of its time reviewing and discussing information and sharing insights, concerns, and suggestions about the future of Summer Sessions. The following excerpts from the Summer Session 99 Executive Summary provide information and discussion topics.



## Summer Session 99, University of North Dakota

### Excerpts from the Executive Summary

This is the fifth year in which Summer Sessions has been administered by Dr. Don Piper, Director. The Summer Sessions Office now operates within the Division of Student and Outreach Services.

#### Historical Overview and Goals

**Summer Session 95.** Goals included providing a smooth transition for the administration and operation of Summer Session, increasing the involvement of the deans in the planning for and operation of the Summer Session, and stabilizing enrollments--which had declined by 12% since 1992. Goals one and two were accomplished. For goal three, enrollments nearly were "stabilized" with overall student headcount down by only 1.2% and graduate headcount and student credit hours up by 6.0% and 3.9%, respectively.

**Summer Session 96.** Major goals included raising faculty salaries, reducing the number of low enrollment course offerings, working out as many as possible of the potential conflicts in course schedules, and improving marketing efforts to increase enrollments. Significant progress was made on all goals.

**Summer Session 97.** The session was opened on May 12, three weeks after the devastating flood of 1997 hit the Grand Forks community and damaged 72 buildings at UND. We were able to locate and bring back to the campus all but four of our 250 summer session faculty. Initially, we were down approximately 30% in enrollments compared to Summer Session 96 (which had been a record-high year); however, extraordinary efforts soon began to produce results and enrollments increased steadily every week. When the official count was taken, we were down by 15.7%. However, as many people observed, the miracle really was not the numbers; it was the fact that we actually held Summer Session 97 as planned!

**Summer Session 98.** Goals included continuing to raise faculty salaries, working out as many as possible of the potential conflicts in course schedules, moving to contingency contracts to reduce the number of low enrollment courses, and increasing enrollments to recover from the devastating effects of the flood of 1997. All goals were accomplished, and all indicators showed that the summer sessions recovery was complete.

**Summer Session 99.** Goals included continuing to raise faculty salaries, re-affirming the recovery from the flood of 1997, and continuing to increase student enrollments as well as other key performance indicators. All goals were accomplished. In fact, student headcounts, student credit hours (SCH), full-time equivalents (FTE), and tuition billed and collected exceeded any year since we changed to a twelve-week session in 1994.



### Summer Session 99: Some Comparisons to Summer Sessions 96, 97, and 98

**Enrollments.** Headcount enrollments increased by 50 students (1.5%) over Summer Session 98, and they were the highest since UND adopted a twelve-week summer session six years ago in 1994. Total student credit hours (SCH) increased by 623 (3.4%) and full-time equivalents (FTE) increased by 79 (4.6%); both of these numbers also are the highest in the past six years. The enrollments came from 47 states (all except Arkansas, Delaware, and Rhode Island) and four Canadian provinces. The increase in all of these numbers--and especially after the total recovery from the Flood of 1997 experienced during Summer Session 98--is particularly encouraging.

Selected Indicators Comparing Summer Session 99 to Summer Sessions 96, 97, and 98								
Indicator	Summary Data for Summer Sessions 96-97-98-99				Changes from S.S. 97 to S.S. 99		Changes from S.S. 98 to S.S. 99	
	S.S. 96	S.S. 97	S.S. 98	S.S. 99	Amounts	%s	Amounts	%s
Student Headcount	3,382	2,852	3,351	3,401	549	19.2%	50	1.5%
Student Credit Hours (SCH)	18,287	15,807	18,537	19,160	3,353	21.2%	623	3.4%
Full-time Equivalents (FTE)	1,721	1,481	1,725	1,804	323	21.8%	79	4.6%
Total Tuition Waiver Headcount	662	370	457	546	176	47.6%	89	19.5%

Note: Enrollment figures provided by the Office of the Registrar.

### Some Major Accomplishments for Summer Session 99

Several procedures were used to reduce low enrollment course offerings, attract more experienced faculty, pay faculty for heavy advisement loads, reduce course scheduling conflicts, and increase enrollments.

**Reduction in low enrollment offerings.** There clearly had been too many courses with small enrollments and too many courses--especially undergraduate courses--that were filled and closed soon after registration began. This happened in part because very little market research was completed. Beginning in 1996, Summer Sessions obtained from the Office of Admissions and Records a report of every "low enrollment" course offered in the past five summer sessions (using the UND standard of lower division=fewer than 15 students; upper division=fewer than 10; graduate=fewer than 5). The appropriate parts of the report were given to the deans with the request that they share them with department chairpersons, try to identify why each course had been low enrollment, and then not offer any course if it had been a low enrollment course for two or more summer sessions unless they had good reason to believe that the course would not be low enrollment next summer or they had a specific reason why they must offer the course.

The following policy on course cancellations was implemented for Summer Session 98 and continued successfully for Summer Session 99:

- a. No regular summer-session-funded course with 3 or fewer students enrolled at the first meeting of the course is to be allowed to continue (excluding individualized middle-digit-8-or-9 courses). The department chair and/or the dean will be expected to cancel the course and notify the Office of Admissions and Records, the students, the instructor, and the Director of Summer Sessions.



- b. The department chair and/or the dean will be expected to cancel any undergraduate course with fewer than 10 students and any graduate course with fewer than 5 students at the first meeting of the course (excluding individualized middle-digit-8-or-9 courses) and notify Records & Registration, the students, the instructor, and the Director of Summer Sessions. If the dean and the department chair decide not to cancel the course, the college allocation for the following Summer Session may be reduced.

This policy resulted in the virtual elimination of courses with very low enrollments. The money saved enabled us to pay faculty for heavy advisement loads, a practice that was initiated in Summer Session 98 and continued in Summer Session 99.

**Faculty appointments and salaries.** Prior to 1996 summer salaries were more than one-third below UND averages for comparable ranks and assignments for the regular academic year--just too low to attract many regular senior faculty. Because the situation demanded attention, salaries for Summer Session 96 were increased by an average of 20% (although this had to be accomplished within the existing salary allocation along with a reduction of \$25,000 in salary allocations for FY 96). Salaries were raised an average of 10% for Summer Session 97, an average of 4% for Summer Session 98, and 3% for Summer Session 99.

**Faculty pay for heavy advisement loads.** There really had not been a consistent and workable method for paying faculty for heavy advisement loads during the summer. During Summer Session 98 a plan was initiated to give supplementary pay to those faculty having heavy advisement loads. This plan was welcomed and appreciated by faculty, and it was used again with some refinements in Summer Session 99. One semester hour of summer session salary was given to those faculty having more than three enrolled and active students in individualized middle-digit-eight-or-nine courses (excluding 996: Continuing Enrollment) or 337/537: Cooperative Education, and two semester hours of salary was given to those faculty with eight or more students.

**Star courses.** Five years ago "star" (minimum enrollment) courses were initiated to appeal to a wider audience, increase enrollments, help departments offer "experimental" courses, and offer additional sections of over-subscribed courses. These courses have proven to be very successful. This summer, 77 of these courses provided 189 semester hours of credit, 1,122 enrollments, and 2,954 student credit hours.

**Improved course schedules and reduction in potential scheduling conflicts.** Several years ago class time schedules were revised so that each period begins on the hour and is one hour in length (50 minutes of teaching and 10 minutes for passing time or break). This simplified schedule has encouraged more MWF or TR combinations and made scheduling more similar to the regular semester. Also, because two or more courses which a student needed often were scheduled inadvertently with conflicts which forced the student to take only one of the courses, we have developed a "pre-scheduling" process to examine the preliminary course schedule, identify potential "natural" conflicts, and then attempt to resolve these conflicts **before** the Timetable is published. This procedure has been quite successful, but it is increasingly difficult to get a representative from every department to attend the meeting. We will be searching for a more effective way to accomplish this task.



**Marketing and advertising.** The Director worked with University Relations, Office of the Registrar, Student Academic Services, Enrollment Services, Dining Services, and Plant Services to "get the word out" and recruit more students. Some successful activities are listed below.

1. Redesigned and enlarged the course listings in the Timetable to make them easier to read.
2. Designed and placed posters in all UND classrooms, in all offices frequented by students, and in academic departments.
3. Placed table tents with dates, registration information, and reasons for students to attend on tables in all dining halls and faculty dining areas (3 times), in campus offices and areas frequented by students, and in local businesses; distributed the tents at the statewide conferences of school administrators.
4. Sent letters to UND faculty asking them to share general information about Summer Session 99 in their classes and to encourage students to consider attending.
5. Provided Timetables and brochures to all of the K-12 schools in northeastern North Dakota and northwestern Minnesota to attract more educators and especially potential freshmen.
6. Designed a 30-second TV advertisement to be aired on Studio One, UND's award winning news and information TV show.
7. Distributed 30-second audiotape advertisements to radio stations in North Dakota and the region.
8. Placed a "crawler" on TV Channel 3 to provide Summer Session 99 information and dates.
9. Maintained a Summer Session Internet Home Page; placed the course schedule on the Internet.

**Summer Session Help Table and Appreciation Tent.** Our "help table" in the lobby of Twamley Hall on the first day of the four- and eight-week sessions again assisted almost 200 very appreciative students with registration information and other concerns. Our "appreciation tent" on the mall on July 29 served coffee, juice, ice water, doughnuts, muffins, and bagels to 150 very appreciative staff members and faculty.

### **Observations and Challenges**

As Summer Session 99 was reviewed, several observations and challenges were noted. We are in the process of addressing these prior to Summer Session 2000.

**Potential decrease in resources to employ faculty.** As a result of the mandated budget reductions for UND, Summer Session 2000 may have more than \$77,000 less than anticipated for faculty salaries. The consistent history of summer sessions indicates that this shortfall is likely to result in more than \$160,000 less in tuition than anticipated. This reduction was restored by a fund transfer for Summer Session 99, but the budget base was not restored, so the problem remains for Summer Session 2000. Tentative agreements are being discussed to deal with this problem before the faculty salary allocations are made in October.

**Course scheduling.** Course offerings still are heavily concentrated in late morning and early afternoon; there are very few early morning courses, evening courses, or weekend courses--all times when students who have daytime employment might be more able to take courses. Students--and especially graduate students--are interested in courses that meet one or two evenings per week, and especially two **consecutive** evenings per week. Departments are being encouraged to respond appropriately for Summer Session 2000.



A second scheduling concern centers around conflicts between the six-and-six week and four-and-eight sessions. The vast majority of departments use the four-week, eight-week, or twelve-week sessions (although a few departments offer some short courses in one- or two-week blocks of time, a practice that is allowed and encouraged in appropriate situations). Only one college and one department in another college regularly schedule courses in the first or second six-week sessions. Many courses scheduled during the six-week sessions (and especially the first six weeks) overlap and conflict with the eight-week courses scheduled by the rest of the campus, thus potentially causing students to take fewer of the courses that they want and need. It is imperative that we continue to explore ways to eliminate or at least reduce these conflicts.

**Library access.** Prior to Summer Session 97, the Chester Fritz Library was open only one night each week (Sunday). Many students--and especially some who were resident students for summer only--found the lack of access during weekday evenings to be very inconvenient. Because of budget restraints, the library could not respond to these needs. Therefore, Summer Sessions provided the funds to help the library remain open four nights each week during both Summer Session 97 and 98 and five nights during Summer Session 99. Although these transfers of funds did solve the problem, it seems inappropriate that summer session funds should continue to be required for this purpose. **The Summer Sessions Committee recommends that the Chester Fritz Library budget accommodate this need in future summers.**

**Summer Session 99** has been a success as indicated by every measure, and the recovery from the disastrous consequences of the flood of 1997 seems to be complete. Excellent help and support were provided by many offices and people in Twamley Hall, by the colleges and departments, and by many support people across the whole campus. This help and support are appreciated greatly. If the necessary financial resources for employing summer faculty can be provided, we expect another successful experience in Summer Session 2000!

In their nomination of Dr. Dennis Ebert of the UND College of Business and Public Administration and Bruce Goring of the Center for Innovation and Entrepreneurship as recipients of the 1999 ASEE Distinguished Achievement Award, the ASEE Board of Directors recognized the field of Computer Aided Design and one of the founders of the industry. The design experience includes farm machinery, performance for the truck industry, and automation equipment for container products. As a founder of the Graphic Science Consortium in 1967, he participated in the design and development of graphics machines and their manufacturing processes. Professor Goring is a recognized innovator in the field of engineering design education, and received the Captain H. Carlson Award in 1982 for his activities with MIT and UND in developing proprietary undergraduate and graduate design education courses. In 1983 he received the ASEE Centennial Medal for his activities as one of the 100 living members with the most significant and lasting impact on engineering education.

#### Thomas J. Clifford

Thomas J. Clifford was born in 1927 in Langdon, North Dakota, where his father was a lawyer, and his parents raised and were active in banking and the farm machinery business. Clifford attended school in Langdon, then UND, where he graduated with a first commerce in 1947. He joined the Marines and rose to the



To: UND Senate  
From: Honorary Degrees Committee, Elizabeth Hampsten, Chair  
Re: Recommendations for Honorary Degrees  
Date: February 3, 2000

The Honorary Degrees Committee recommends that the UND Senate forward to the President the names of the following persons to be recipients of honorary degrees. As has been customary, we ask that names not be published until candidates have been notified, and that all information sheets be returned at the end of the meeting.

**Dwight Maylon Billy Baumann**

Dr. Dwight Baumann was born in Ashley, North Dakota, on May 12, 1933, and graduated from NDSU in 1955 in Mechanical Engineering. His graduate degrees (1957, 1960) are from MIT. Since 1976 he has been Professor of Engineering Design and Chairman of the Interdepartmental Program in Design at Carnegie-Mellon University in Pittsburgh, and since 1971, the Executive Director and Founder of the Center for Entrepreneurial Development, Inc., a non-profit teaching laboratory and industrial experiment station affiliated with CMU. One of his entrepreneurial projects was the founding of the Peoples Cab Company, a turnaround acquired in bankruptcy for \$1.00 and operating as a for profit cab company in Pittsburgh, now at \$1,500,000 annual revenue and 70 employees/drivers. The company uses computers to coordinate passenger transportation. Dr. Baumann was the primary author of the 1995 ND legislation on "Tort Reform by Contracts" for aircraft manufacturing, cited by the *ABA Journal* for August 1995 as "the most innovative tort reform ever used to revitalize an industry," and has been helpful in various business start-up efforts in the state.

In their nominating letter, Dean Dennis Elbert of the UND College of Business and Public Administration and Bruce Gjovig of the Center for Innovation write: "Professor Baumann originated the field of Computer Aided Design and was one of the founders of the Sensory Aids Center. . . . [His] design experience includes farm machinery, turbopumps for the rocket industry, and automation equipment for consumer products. As a founder of the Graphic Science Corporation in 1967, he participated in the design and development of facsimile machines and their manufacturing processes. . . . Professor Baumann is a recognized innovator in the field of engineering design education, and received the Chester H. Carlson Award in 1982 for his activities both at MIT and CMU in developing project-based undergraduate and graduate design education courses. In 1993 he received the ASEE Centennial Medallion for his activities as one of the 100 living members with the most significant and lasting impact on engineering education. "

**Thomas J. Clifford**

Thomas J. Clifford was born in 1921 in Langdon, North Dakota, where his father was a lawyer and his parents farmed and were active in banking and the farm machinery business. Clifford attended school in Langdon, then UND, where he graduated with a BS in commerce in 1942. He joined the Marines and rose to the



rank of Major, receiving a Bronze Star, Purple Heart, and Silver Star military awards. In 1945 he began teaching accounting at UND and attending Law School at the same time, receiving his degree in 1948. By 1949 he had been promoted to Full Professor and was serving as head of the accounting department, and in 1950, was appointed dean of the College of Commerce. In 1959 Clifford was appointed vice president for finance, where he served until 1971, when he became the university's eighth president. He retired in 1992.

In 1992, the building housing UND's Earth System Science Institute was named Thomas J. Clifford Hall. He is the subject of a biography, *The Clifford Years, The University of North Dakota, 1971-1992*, by Daniel R. Rice, who characterizes the years of Clifford's presidency by the institution's considerable growth. Enrollment increased from 8,395 in 1971, to about 12,000 in 1992, the annual operating budget went from \$24.4 million to over \$174 million, and research grants reached \$40 million from less than \$500,000. Clifford saw to productive relationships with business and industry, of which UND's Center for Aerospace Sciences and the Energy and Environmental Research Center are examples. He was instrumental in establishing UND's Peace Studies program and the Conflict Resolution Center.

Thomas Clifford is active in civic and cultural affairs locally and on a national scale, such as the Boy Scouts of America, advocacy for the disabled, and student and church religious groups. He has long provided business leadership in the area, serving on the board of the Greater North Dakota Association. He serves on the Primary Sector Development Fund board and on the Science and Technology Corporation board that oversee the state's Department of Economic Development and Finance. During his presidency he was a member of the boards of the Bush Foundation of St. Paul, MN, the Otter Tail Power Company, Western States Life Insurance Company, and the First Bank of North Dakota-Grand Forks.

In his letter of nomination, Harold Wilde, Director of the Division of Accounting and Finance, writes that "President Clifford is certainly one of the most noted presidents UND has ever had."

### **Bernard O'Kelly**

Bernard O'Kelly grew up in Montreal and Winnipeg, Canada. He has degrees from the University of Montreal (Latin and Philosophy), the College de l'Immaculee Conception, and Harvard University (English); he has held academic appointments at the University of Manitoba, Loyola College in Montreal, and The Ohio State University. In 1966 he came to UND as Professor of English and Dean of the College of Arts and Sciences, retiring in 1995. His publications include *The Renaissance Image of Man and the World* (1966), *John Colet's Commentary on First Corinthians, An Edition of the Latin Text, with Translation, Notes, and Introduction* (with C. A. L. Jarrott), 1985, as well as numerous articles and reviews. For eight years he edited the *Proceedings* of the American Conference of Academic Deans, and guest-edited an issue of the *North Dakota Quarterly*.

In 1972 Dean O'Kelly convened the first North Dakota State Humanities Council, on which he served until 1980; he served on the Executive Committee of the National Federation of State Humanities Councils (1977-80) and was its president 1977-79. He was among the founders of the Council of Colleges of Arts and



Sciences, serving as president 1973-74, and gave long service as well to the American Conference of Academic Deans and the Association of American Colleges.

In a letter accompanying the English Department's nominating vote, Chair Robert Lewis writes in part:

"Fittingly, Dean O'Kelly's chief field of teaching and research was that of Renaissance England, for he was a Renaissance man, the idealized embodiment of talent and learning in that glorious period of flowering in arts and sciences. . . . [In addition to scholarship] he also enjoyed teaching a wide range of courses, from freshman English to graduate seminars on an intellectual and aesthetic passion of his, William Shakespeare. His urbane and humane wit and humor made these classes high points in his students' studies.

". . . Dean O'Kelly retired as the longest-tenured Arts and Sciences dean in the nation, and that record surely testifies to the intelligence and character of his administrative abilities. Excellent as a teacher and scholar, he was a paragon as a dean. Such an academic officer often has to conserve limited resources and facilities, to say no to desirable and reasonable requests. But even at such times a plaintiff leaving a conference with the dean, pockets empty and dreams deferred, might well do so cheerily, the Dean's tact and positive outlook persuading the disappointed that a battle may have been lost but the forces of good (for education over training, for quality over quantity) would eventually prevail."

Robert Lewis concludes: "At Bernard O'Kelly's retirement party September 8, 1995, the banquet room in Grand Forks was filled with a rare spirit of love and tribute to that man. Honoring him with a degree will not change one detail of his committed record to higher education in general and the University of North Dakota in particular, but it will publicly and fittingly recognize Bernard O'Kelly for that record and the devotion it stands for."

#### **Peter Schickele:**

Peter Schickele was born July 17, 1935, in Ames Iowa. His family moved to Fargo, North Dakota, where he grew up, and played bassoon in the Fargo-Moorhead Orchestra. He was on the faculty of the Julliard School of Music 1961-1965, and since 1992 has been announcer and director of the NPR *Schickele Mix* radio program which received the ASCAP Deems Taylor Award. Peter Schickele has been composer-in-residence at numerous universities and musical festivals and has written over a hundred compositions for chamber, choral, band, and symphonic ensembles, works that were performed and often commissioned by organizations such as the St. Louis Symphony, the National Symphony, the Minnesota Orchestra. He is the author of music for orchestra, wind ensemble and band, chorus, solo voice, and piano that is published by Elkan-Vogel, Inc., the Theodore Presser Company, Alexander Broude, Inc., and Gemini Press.

Gary Towne, Acting Chair of the UND Music Department, writes: "Peter Schickele is perhaps best known for creating P.D.Q. Bach, the humorous and fictitious 'youngest and oddest of J. S. Back's twenty-odd children.' Schickele also created his own role of "Professor" on the faculty of the fictitious University of



Southern North Dakota at Hoople, where he plays a musicologist whose life's work has been to search for the lost music of P.D.Q. Bach, which is actually composed by Schickele himself. The culture surrounding this fictitious character has grown to become widely appreciated and even loved among American musicians, and the musical scores and recordings are commonly found in university music libraries and classrooms. P.D.Q. Bach recordings on the Telarc label have won four Grammy Awards."

Senate Honorary Degrees Committee, 1999-2000: Elizabeth Hampsten, Richard Shafer, Henry Slotnick, Phil Harmeson, Mary Lou Fuller, John Ettling, Harvey Knull.

FOR FEBRUARY 16, 2000.

WAS CANCELLED

DUE TO LACK OF QUORUM