



4-2-2015

April 2, 2015

University of North Dakota

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Minutes of the University Senate Meeting
April 2, 2015

1.

The April meeting of the University Senate was held at 4:05 p.m. on Thursday, April 2, 2015 in Room 113, Education. Chair Melissa Gjellstad presided.

2.

The following members of the Senate were present:

| | | |
|----------------------|----------------------|---------------------------|
| Anderson, Ernest | Jendrysik, Mark | Reissig, Brad |
| Anderson, Suzanne | Jeno, Sue | Rozelle-Stone, Rebecca |
| Baker, Mary | Kelley, Robert | Schwartz, Rhonda |
| Bibel, George | Kurtz, Sharley | Semke, William |
| Bridewell, John | Lawrence, David | Sheridan, William |
| Burgess, Gaye | Liang, Lewis | Smart, Kathy |
| Christopherson, Anne | Marasinghe, Kanishka | Stofferahn, Curt |
| El-Rewini, Hesham | Martin, Will | Storrs, Debbie |
| Ernst, Julia | McHenry, Laurie | Tanaka, Tomohiro |
| Fevig, Ron | Mikulak, Marcia | Walker, Anne |
| Flanagan, Ken | Milavetz, Barry | Weaver-Hightower, Rebecca |
| Gedafa, Daba | Mosher, Sarah | Williams, Margaret |
| Geiger, Jonathan | Munski, Doug | Wood, Robert |
| Gjellstad, Melissa | Murphy, Eric | Young, Tim |
| Harsell, Dana | Onchwari, Grace | Zerr, Jessica |
| Henderson, Pam | Poochigian, Donald | Zerr, Ryan |
| Hunter, Cheryl | Quinn, Andrew | |

3.

The following members of the Senate were absent:

| | | |
|---------------------|------------------|------------------|
| Anderson, Julie | Erickson, Lacey | Popehn, Montana |
| Badahdah, Abdallah | Frank, Daniel | Rand, Kathryn |
| Beattie, Robert | Franklin, Tanner | Reesor, Lori |
| Bradley, April | Grant, Vincent | Routon, Claudia |
| Brekke, Alice | Halgren, Cara | Roux, Gayle |
| Brown, Ryan | Hill, Robert | Schroeder, Janie |
| Campbell, Katherine | Johnson, Brett | Schuster, Shane |
| Cerkoney, Marissa | Johnson, Chase | Smith, Bruce |
| Cowden, Kimberly | Jones, Nicholas | Sum, Paul |
| DeLong, Loretta | Kenville, Kim | Swisher, Wayne |
| DiLorenzo, Thomas | Lim, Howe | Walton, Susan |
| Drewes, Mary | Mitzel, John | Weber, Bret |
| Enright, Jeremiah | Petros, Tom | Wynne, Joshua |

4.

The following announcements were made:

- a. Steve Light updated the senators on several matters for the Provost:
 - The School of Graduate Studies and Program Development dean search is in process. An update went out campus-wide with details on the status. The search committee has met, there are several internal candidates, and the committee is proceeding with the initial stages of the search. There was a question about an internal rather than external search. Mr. Light reported that his understanding was to first look at viable internal candidates. He did not know any further information.

- An offer was extended for the Ombuds position and is being considered. If the offer is accepted, the person is anticipated to start in early summer.
 - The search committee for the Vice President for Research and Economic Development has met several times and a pool of candidates has been developed. The complete pool was screened to a smaller group for reference checks. After reference checks, that group will be reduced to a smaller list of candidates for preliminary, then on-campus interviews.
 - The search committee for the Essential Studies Director has met and there is a pool of internal candidates. The intent is to fast-track the search and the campus will be involved as it moves forward. The goal is to have a candidate chosen by May 1.
 - Finally, the search will be moving forward for a Dean of Libraries and Information Technologies/Resources position. Mr. Light will chair the national search. There were questions about whether the position would be responsible for information technology on campus, or in the library context, whether the position would supervise all campus libraries. Mr. Light reported that the position was responsible for information resources in the library sciences context, and would coordinate with, not supervise, the law and medical libraries.
- b. Mr. Harsell reported on the status of the faculty travel and research funding report. The subcommittee found that the level of funding does not match where the institution is expected to be. The subcommittee will roll out a survey next week. It will be sent to faculty, chairs and deans. They have worked on benchmarking with peers and plan to compile a report for the Provost and the Senate Executive Committee by May.
- c. A SOAR update was provided by Ms. Kurtz and Mr. Zerr based on their membership on the Coordinating Committee. Mr. Zerr described the intent and the process for SOAR. He shared the timeline and that we are currently in the authoring stage, which will finish at the end of May. The approval stage will occur over the summer and the task force review will be in the fall. The criteria for judging both the academic and support programs were shown.
- d. Ms. Gjellstad shared that the President has signed approval of the changes to the Senate Budget, Restructuring and Reallocation Committee and the Senate Honors Committee.
- e. The Legislative Affairs Committee continues to follow bills during the current legislative session and the bill tracker is updated regularly.
- f. A "Budget 101" session is scheduled for April 9 at 4:00 p.m. in EHD 113.
- g. The University Senate member-at-large election results have been announced in the University Letter. The Senate Committee election results were attached to the April Senate agenda.
- h. Mr. Murphy provided a CCF report. CCF has been working on motor pool issues. The survey results regarding the motor pool were presented to the State Board of Higher Education. The other issue for CCF continues to be the oath. It was intended that the oath be on the March agenda but was moved to the next meeting. The support is uneven. NDSU, LRSC and MiSU have supported the UND resolution on the oath. The other institutions have questions and concerns. Mr. Murphy also reported that the Chancellor search has found excellent candidates. Interviews will begin on April 14, and the pool will be then be reduced for in-person interviews.

Ms. Gjellstad called attention to the minutes of the March 6, 2015 meeting. There were no additions or corrections to the minutes. There was a motion of

approval by Mr. Munski and a second by Mr. Murphy. The minutes were approved as distributed.

6.

The question period was opened at 4:36 p.m. There were no questions.

7.

The discussion on Faculty Senate, which was discontinued at the March meeting due to loss of quorum, was resumed. Mr. Zerr withdrew the motion that he made in March. Ms. Mikulak, who seconded the motion, accepted the withdrawal. Ms. Smart made a new motion on behalf of the Ad Hoc Committee on Shared Governance to endorse the formation of a Faculty Senate. Mr. Zerr seconded the motion. Discussion ensued. A vote was taken and the motion was approved. Ms. Smart made a second motion to approve the process portion that was handed out to the Senate members in attendance.

Text of the motion:

- Charge a faculty Senate Development Committee to develop a new constitution and bylaws for a Faculty Senate for approval at the first University Senate meeting in 2015-16. The committee membership will be faculty appointed by the Chair of University Senate.
- Charge a University Senate Revision Committee to revise the existing constitution and bylaws of the University Council and University Senate for approval at the first University Senate meeting in 2015-16. Further, the committee will review and revise the purpose, charge and membership of the university governance and advisory committees. The membership will include representatives of faculty, staff, students and administration. Committee members will be appointed by the chairs of the respective governance groups; the President will appoint the administration representative.
- Charge the two committees to consult in order to insure that governance structure is aligned and integrated.
- The faculty elected to the 2015-16 University Senate also will act as senators in the newly constituted Faculty Senate during the time when the governance documents are being drafted, reviewed and approved; thus, faculty will serve on both the University Senate and the Faculty Senate in the transition period. The Chair of the Faculty Senate will be the Chair of the University Senate. The agenda of this body will be those items referred from the University Senate and those items identified by faculty.

There was a second by Mr. Sheridan. Discussion ensued. A friendly amendment was made by Mr. Semke and accepted by Ms. Smart to exchange the words "Faculty" and "University" in the second to the last sentence of the fourth bullet. Ms. Healy suggested additional wording to the second bullet to consider the terms of senators elected to be filled out the following year. Discussion continued. The decision was to not accept the amendment but include it in the charge to the committee. Ms. Gjellstad called for the vote. The final text of the motion that was approved follows:

- Charge a faculty Senate Development Committee to develop a new constitution and bylaws for a Faculty Senate for approval at the first University Senate meeting in 2015-16. The committee membership will be faculty appointed by the Chair of University Senate.
- Charge a University Senate Revision Committee to revise the existing constitution and bylaws of the University Council and University Senate for approval at the first University Senate meeting in 2015-16. Further, the committee will review and revise the purpose, charge and membership of the university governance and advisory

committees. The membership will include representatives of faculty, staff, students and administration. Committee members will be appointed by the chairs of the respective governance groups; the President will appoint the administration representative.

- Charge the two committees to consult in order to insure that governance structure is aligned and integrated.
- The faculty elected to the 2015-16 University Senate also will act as senators in the newly constituted Faculty Senate during the time when the governance documents are being drafted, reviewed and approved: thus faculty will serve on both the University Senate and the Faculty Senate in the transition period. The Chair of the University Senate will be the Chair of the Faculty Senate. The agenda of this body will be those items referred from the University Senate and those items identified by faculty.

8.

The Senate Curriculum Committee report was reviewed. Mr. Quinn moved approval. There was a second by Mr. Poochigian and the motion was approved.

9.

Ms. Gjellstad called attention to the Senate Committee election results from the March Senate meeting.

10.

The changes to the University Curriculum Committee, presented by the Committee, were reviewed. The reason for the changes was explained. After discussion, the Membership section was adjusted as follows:

Membership: Faculty (seven--one from each college offering undergraduate degree curricula and two from Arts and Sciences: one from Math, Science, and Social Sciences; and one from Fine Arts and Humanities), for a total of eight)

There was a call for the vote, and the changes were approved.

11.

The proposed changes to the Institutional Conflict of Interest in Human Subject Research Policy were presented. Ms. Gjellstad called for the vote. The policy changes were approved.

12.

A resolution regarding attorneys and auditors drafted by the Senate Executive Committee was presented to the senators. The resolution opposed language in HB 1003 dictating the termination and NDUS attorneys and internal auditors as of June 30, 2015, and the transfer of a reduced number of these functions to the State Attorney General and Auditor Offices. Discussion and explanation ensued. Approval was moved by Mr. Zerr with a second by Mr. Harsell. Ms. Gjellstad called for the vote. The motion was approved.

13.

The meeting adjourned at 5:25 p.m.

Suzanne Anderson, Secretary
University Senate

Motion to
Redesign of University of North Dakota's Governance Model

#1 The ad hoc Shared Governance Committee [D Harsell, Kurtz, Smart, R Weaver-Hightower, R-Zerr] moves to endorse the formation of a Faculty Senate.

#2 The ad hoc Shared Governance Committee [D Harsell, Kurtz, Smart, R Weaver-Hightower, R Zerr] moves to:

- Charge a Faculty Senate Development Committee to develop a new constitution and bylaws for a Faculty Senate for approval at the first University Senate meeting in 2015-16. The committee membership will be faculty appointed by the Chair of University Senate.
- Charge a University Senate Revision Committee to revise the existing constitution and bylaws of the University Council and University Senate for approval at the first University Senate meeting in 2015-16. Further, the committee will review and revise the purpose, charge, and membership of the university governance and advisory committees. The membership will include representatives of faculty, staff, students, and the administration. Committee members will be appointed by the chairs of the respective governance groups; the President will appoint the administration representative.
- Charge the two committees to consult in order to insure that governance structure is aligned and integrated.
- The faculty elected to the 2015-16 University Senate also will act as senators in the newly constituted Faculty Senate during the time when the governance documents are being drafted, reviewed, and approved; thus, faculty will serve on both the University Senate and the Faculty Senate in the transitional period. The Chair of the Faculty Senate will be the Chair of the University Senate. The agenda of this body will be those items referred from University Senate and those items identified by faculty.

**University Senate Curriculum Committee Report
April 2, 2015**

I Course Deletions

- MUSC 554 : Keyboard Pedagogy II
- MUSC 591 : Keyboard Internship
- OT 998 : Thesis
- PSYC 313 : Educational Psychology
- PSYC 434 : Motivation and Emotion
- PSYC 435 : Physiological Psychology
- PSYC 451 : Adv Developmental Psychology

Senate Approval is not required for the following report items

II Program Changes

- EDU-ECE-MS : MS in Early Childhood Education
 - Change in degree requirements

III Course Changes: Undergraduate

- ACCT 406 : Independent Assurance
 - Terms offered: Spring
- CHEM 121 : General Chemistry I
 - Prerequisite change
- MGMT 361 : Alternative Dispute Resolution
 - Prerequisite change
 - Terms offered: On Demand
- MGMT 362 : Leadership and Conflict Resolution
 - Prerequisite change
 - Terms offered: On Demand
- OT 424 : Muscle Function
 - Course title change to Muscle Function in Health and Disease
- OT 425 : Occupational Therapy with Infants and Pre-School Children
 - Revise course description
- OT 426 : Personal/Professional Development
 - Correct spelling error in course title
- OT 431 : Medical Science I
 - Correct grammar error in course description
- OT 432 : Medical Science II
 - Correct grammar error in course description
- OT 451 : Multicultural Competency in Occupational Therapy
 - Correct grammar error in course description
- OT 452 : Assistive Technology I

- Revise course description
- OT 462 : Physical Dysfunction Seminar and Practicum Integration
 - Correct grammar error in course description
- OT 488: Elective Field Work in Occupational Therapy
 - Correct spelling error in course title
- OT 494 : Directed Study in Occupational Therapy
 - Correct grammar error in course description
- PSYC 395 : Practical Experiences in Psychology
 - Change in credit hours from 1 to 1-4
 - Prerequisite change
 - Revise course description
- TECH 452 : Multimedia Production
 - Prerequisite change

IV Course Changes: Graduate

- OT 507 : Innovative Management and Leadership
 - Correct grammar error in course description
 - Terms offered: Fall and Spring
- OT 585 : Fieldwork in Psychosocial Dysfunction
 - Revise course description
 - Terms offered: Fall, Spring, and Summer
- OT 995 : Scholarly Project in Occupational Therapy
 - Correct grammar error in course description
 - Terms offered: Fall, Spring, and Summer
- OT 997 : Independent Study
 - Revise course description
 - Terms offered: Fall, Spring, and Summer
- PA 541: Primary Care I Clinical
 - Prerequisite change
- PA 550 : Primary Care II – Didactic
 - Prerequisite change
 - Terms offered: Spring

Senate Committee Election Results
Committee on Committees - April 2015

| COMMITTEE | CONTINUING MEMBERS | TERM EXPIRES (FALL) | NOMINEES | TERM EXPIRES | VOTE |
|--------------------------------------------------------|-------------------------------|---------------------|--------------------------------------------------|--------------|------|
| 1. Academic Policies & Admissions Committee | | | Elect 1 until 2018 | | |
| | W. Hume (A&S) | 2016 | Badahdah, Abdallah | 2018 | X |
| | J. Jedlicka (MED) | 2016 | Casler, James | 2018 | |
| | T. Prescott (A&S) | 2017 | Drechsel, Paul | 2018 | |
| | S. Mosher (A&S) | 2017 | Jorgenson, Terra | 2018 | |
| | | | Nielsen, Sarah | 2018 | |
| | | | Ray, Linda | 2018 | |
| | | | Ruit, Kenneth | 2018 | |
| | | | Schumacher, Peter | 2018 | |
| 2. Administrative Procedures | | | Elect 3 until 2017 | | |
| | V. Lieberman (LIBR) | 2016 | Basile, Eric | 2017 | |
| | S. Mosher (A&S) | 2016 | DeLorme, Eugene | 2017 | |
| | | | Fiordo, Richard | 2017 | |
| | | | Flanagan, Kenneth | 2017 | |
| | | | Gupta, Surojit | 2017 | |
| | | | Jensen, Warren | 2017 | |
| | | | Porter, Kimberly | 2017 | X |
| | | | Quinn, Andrew | 2017 | X |
| | | | Ruit, Kenneth | 2017 | |
| | | | Schill, Janna | 2017 | X |
| | | | Schumacher, Peter | 2017 | |
| 3. Budget, Restructuring and Reallocation | | | Elect 2 until 2018 | | |
| | M. Healy (EHD) | 2016 | Aaland, Mary | 2018 | |
| | G. Dewar (A&S) | 2016 | Gjellstad, Melissa | 2018 | X |
| | S. Nelson (BPA) | 2017 | Healy, Margaret | 2018 | |
| | T. Steen (EHD) | 2017 | Jerath, Sukhvarsh | 2018 | |
| | | | Kalbfleisch, Pamela | 2018 | |
| | | | Laguette, Soizik | 2018 | |
| | | | Marasinghe, Kanishka | 2018 | |
| | | | Martin, Leslie | 2018 | |
| | | | Petros, Thomas | 2018 | |
| | | | Zerr, Ryan | 2018 | X |
| 4. Compensation | | | Elect 1 until 2018 (Non-Tenured) | | |
| | T. Hill (MED) (T) | 2016 | Robinson, Sarah (A&S) (NT) | 2018 | X |
| | J. Higgins (JDO) (TT) | 2016 | | 2018 | |
| | D. Lawrence (A&S) (T) | 2017 | | 2018 | |
| | D. Whalen (JDO) (T) | 2017 | | 2018 | |
| | G. Onchwari (EHD) (T) | 2017 | | 2018 | |
| 5. Conflict of Interest/Scientific Misconduct | | | Elect 3 until 2018 (1 LIBR, 1 BPA, 1 NUR) | | |
| | S. Laguette (JDO) | 2016 | Clement, Thomas (BPA) | 2018 | X |
| | L. Stanlake (CEM) | 2016 | Dockter, Sally (LIB) | 2018 | X |
| | M. Short (EHD) | 2016 | Evanson, Tracy (NUR) | 2018 | X |
| | S. Braun (A&S-humanities) | 2016 | Quinn, Andrew (NUR) | 2018 | |
| | A. Bradley (A&S-soc. science) | 2017 | | 2018 | |
| | A. Kehn (A&S-soc. science) | 2017 | | 2018 | |
| | E. Murphy (MED) | 2017 | | 2018 | |

| COMMITTEE | CONTINUING MEMBERS | TERM EXPIRES FALL OF | NOMINEES | TERM EXPIRES | VOTE |
|---------------------------------------------|------------------------------|-------------------------------------------------------------------------------------|--------------------------|--------------|------|
| 6. Curriculum | | Elect 2 until 2018 (1 JDO, 1 A&S) | | | |
| | M. Baker (EHD) | 2016 | Berry, Whitney (A&S) | 2018 | |
| | R. Hurley (NUR) | 2016 | Carlson, Craig (JDO) | 2018 | |
| | S. Kuntz (MED) | 2016 | liams, Michele (A&S) | 2018 | |
| | S. Nogharian (CEM) | 2017 | Laguette, Soizik (JDO) | 2018 | |
| | J. Haskins (BPA) | 2017 | Maury, Debra (A&S) | 2018 | |
| | | | Munski, Douglas (A&S) | 2018 | |
| | | | Ralph, Steven (A&S) | 2018 | |
| | | | Reza, Hassan (JDO) | 2018 | |
| | | | VanLooy, Jeffrey (JDO) | 2018 | X |
| | | | Zerr, Ryan (A&S) | 2018 | X |
| 7. Essential Studies | | Elect 4 until 2018 (1 BPA, 1 NUR & 2 ANY) | | | |
| | B. Lewis (A&S-fine arts) | 2016 | Basile, Eric (JDO) | 2018 | |
| | C. Moretti (CEM) | 2016 | Flanagan, Kenneth (NUR) | 2018 | X |
| | J. Carmichael (A&S-sciences) | 2016 | Gjellstad, Melissa (A&S) | 2018 | X |
| | K. Peterson (MED) | 2016 | Hans, Birgit (A&S) | 2018 | |
| | T. Hastmann (EHD) | 2017 | Jendrysik, Mark (BPA) | 2018 | X |
| | L. Robison (A&S hum) | 2017 | Jerath, Sukhvarsh (CEM) | 2018 | |
| | A. Bradley (A&S soc sci) | 2017 | Miller, Charles (A&S) | 2018 | |
| | E. Bjerke (JDO) | 2017 | Nielsen, Sarah (MED) | 2018 | |
| | | | Yearwood, David (BPA) | 2018 | X |
| 8. Faculty Handbook | | Elect 1 until 2018 (Tenure-Track) | | | |
| | P. Sum (BPA) (T) | 2016 | Hume, Wendelin (TT) | 2018 | |
| | T. Prescott (A&S) (NT) | 2016 | Jerath, Sukhvarsh (TT) | 2018 | |
| | D. Lawrence (A&S) (T) | 2017 | Munski, Douglas (TT) | 2018 | |
| | | | Smart Kathy (TT) | 2018 | X |
| 9. Faculty Instructional Development | | Elect 2 until 2018 | | | |
| | J. Ernst (LAW) | 2016 | Barbu, Simona | 2018 | |
| | W. Seames (CEM) | 2016 | Chen, Xuesong | 2018 | |
| | M. Cavalli (CEM) | 2017 | Gedafa, Daba | 2018 | X |
| | K. Chiasson (EHD) | 2017 | liams, Michele | 2018 | |
| | | | Kozliak, Evguenii | 2018 | |
| | | | Martin, Leslie | 2018 | X |
| | | | Miller, Charles | 2018 | |
| | | | Robinson, Sarah | 2018 | |
| | | | Routon, Claudia | 2018 | |
| | | | Wilson, Nicholas | 2018 | |
| 10. Honorary Degrees | | Elect 1 until 2020 (College members eligible only from JDO, BPA, LAW or NUR) | | | |
| | D. Gedafa (CEM) | 2016 | Flanagan, Kenneth (NUR) | 2020 | |
| | D. Worley (EHD) | 2017 | Jendrysik, Mark (BPA) | 2020 | X |
| | R. Shafer (A&S) | 2018 | Jensen, Warren (JDO) | 2020 | |
| | J. Schill (MED) | 2019 | | 2020 | |

| COMMITTEE | CONTINUING MEMBERS | TERM EXPIRES FALL OF | NOMINEES | TERM EXPIRES | VOTE |
|--------------------------------------|-------------------------|----------------------|-----------------------------------------------------|--------------|------|
| 11. Honors | | | | | |
| | | | Elect 3 until 2018 | | |
| | J. Vacek (JDO) | 2016 | Badahdah, Abdallah | 2018 | |
| | A. Boyd (A&S) | 2016 | Chen, Xuesong | 2018 | |
| | T. Steen (EHD) | 2016 | Ferraro, Richard | 2018 | X |
| | A. Bradley (A&S) | 2017 | Jessen, Danielle | 2018 | |
| | S. Fleshman (A&S) | 2017 | Kerr, Darin | 2018 | |
| | B. Thorp (A&S) | 2017 | Koszewski, Wanda | 2018 | |
| | | | McHenry, Laurie | 2018 | |
| | | | Meberg, Peter | 2018 | |
| | | | Porter, Kimberly | 2018 | X |
| | | | Rozelle-Stone, Rebecca | 2018 | X |
| | | | Selya, Arielle | 2018 | |
| | | | Towne, Gary | 2018 | |
| 12. Intellectual Property | | | | | |
| | | | Elect 2 until 2018 | | |
| | S. Gupta (CEM) | 2016 | Askelson, Mark | 2018 | X |
| | E. Murphy (MED) | 2017 | Desell, Travis | 2018 | |
| | | | Jendrysik, Mark | 2018 | |
| | | | Neubert, Jeremiah | 2018 | |
| | | | Tavakolian, Kouhyar | 2018 | |
| | | | Wilson, Nicholas | 2018 | |
| | | | Wu, Min | 2018 | X |
| 13. Intercollegiate Athletics | | | | | |
| | | | Elect 3 until 2018 | | |
| | S. Short (EHD) | 2015 | Cummings, Alycia | 2018 | |
| | J. Neubert (CEM) | 2015 | Drechsel, Paul | 2018 | |
| | R. Millsbaugh (A&S) | 2015 | Fiordo, Richard | 2018 | |
| | A. Cummings (A&S) | 2016 | Heitkamp, Thomasine | 2018 | X |
| | T. Hastmann (EHD) | 2016 | Kalbfleisch, Pamela | 2018 | |
| | J. Schill (MED) | 2016 | Kenville, Kimberly | 2018 | X |
| | | | Koszewski, Wanda | 2018 | |
| | | | Murphy, Eric | 2018 | X |
| | | | Nelson, Susan | 2018 | |
| | | | Reza, Hassan | 2018 | |
| | | | Robinson, Sarah | 2018 | |
| | | | Tessema, Chernet | 2018 | |
| 14. Legislative Affairs | | | | | |
| | | | Elect 1 until 2018 | | |
| | N. Vogeltanz-Holm (MED) | 2016 | Aaland, Mary | 2018 | |
| | D. Darland (A&S) | 2017 | Casler, James | 2018 | |
| | D. Harsell (BPA) | 2017 | Jonk, Yvonne | 2018 | |
| | | | Kenville, Kimberly | 2018 | |
| | | | Nielsen, Sarah | 2018 | |
| | | | Poochigian, Donald | 2018 | |
| | | | Weber, Bret | 2018 | X |
| 15. Library | | | | | |
| | | | Elect 3 until 2018 (1 A&S, 1 LAW, 1 ANY) | | |
| | S. Noghianian (CEM) | 2016 | Askelson, Mark (JDO) | 2018 | |
| | A. Sahmoun (MED) | 2016 | DiCristina, Bruce (A&S) | 2018 | |
| | D. Tande (NUR) | 2016 | Gerla, Philip (CEM) | 2018 | |
| | E. Bjerke (JDO) | 2017 | Harris-Behling, Elizabeth (A&S) | 2018 | X |
| | J. Haskins (BPA) | 2017 | Jorgenson, Terra (JDO) | 2018 | |
| | G. Onchwari (EHD) | 2017 | Knapp, Thyra (A&S) | 2018 | |
| | | | McHenry, Laurie (LAW) | 2018 | X |
| | | | Mikulak, Marcia (A&S) | 2018 | X |
| | | | Notbohm, Matthew (BPA) | 2018 | |
| | | | Shackelford, Alan (A&S) | 2018 | |
| | | | Tang, Clement (CEM) | 2018 | |
| | | | Weinstein, Jack (A&S) | 2018 | |

| COMMITTEE | CONTINUING MEMBERS | TERM EXPIRES FALL OF | NOMINEES | TERM EXPIRES | VOTE |
|---------------------------------|-------------------------------|-------------------------------------------------|---------------------------|--------------|------|
| 16. Online & Distance Education | | Elect 2 until 2018 | | | |
| | B. Combs (EHD) | 2016 | Du, Guodong | 2018 | |
| | G. Vandeberg (A&S) | 2016 | Harsell, Christine | 2018 | X |
| | L. DeLong (EHD) | 2017 | Ingle, Ronnie | 2018 | |
| | S. Zimmerman (MED) | 2017 | Koszewski, Wanda | 2018 | |
| | | | Laguette, Soizik | 2018 | |
| | | | Noghanian, Sima | 2018 | |
| | | | Quest, Aisling | 2018 | |
| | | | Quinn, Andrew | 2018 | X |
| | | | Tang, Clement | 2018 | |
| | | | Zahui, Marcellin | 2018 | |
| 17. Scholarly Activities | | Elect 3 until 2018 (1 MED, 1 EHD, 1 BPA) | | | |
| | J. Ralph (NUR) | 2016 | Clement, Thomas (BPA) | 2018 | X |
| | A. Looby (A&S-social science) | 2016 | Keengwe, Jared (EHD) | 2018 | |
| | C. Prescott (A&S-humanities) | 2016 | Meyers, Sarah (MED) | 2018 | X |
| | T. Desell (JDO) | 2017 | Ozaki, Casey (EHD) | 2018 | X |
| | S. Noghanian (CEM) | 2017 | Shabb, John (MED) | 2018 | |
| | M. McGinniss (LAW) | 2017 | | 2018 | |
| 18. Student Academic Standards | | Elect 2 until 2018 | | | |
| | M. Flynn (A&S) | 2016 | Fiordo, Richard | 2018 | |
| | V. McCleary (MED) | 2016 | Koszewski, Wanda | 2018 | |
| | S. Fleshman (A&S) | 2017 | Marasinghe, Kanishka | 2018 | X |
| | K. Kenville (JDO) | 2017 | Noghanian, Sima | 2018 | |
| | | | Quest, Aisling | 2018 | |
| | | | Schill, Janna | 2018 | X |
| | | | Seddoh, Amebu | 2018 | |
| | | | Tessema, Chernet | 2018 | |
| 19. University Assessment | | Elect 3 until 2018 (1 EHD, 1 BPA, 1 MED) | | | |
| | D. Hansen (A&S) | 2016 | Askim-Lovseth, Mary (BPA) | 2018 | X |
| | B. Myers (LAW) | 2016 | Hanson, Debra (MED) | 2018 | X |
| | K. Buettner (NUR) | 2016 | Janssen, Scinda (MED) | 2018 | |
| | J. Casler (JDO) | 2017 | Ozaki, Casey (EHD) | 2018 | |
| | S. Gupta (CEM) | 2017 | Schill, Janna (MED) | 2018 | |
| | | | Worley, Deborah (EHD) | 2018 | X |

SENATE CURRICULUM
COMMITTEE

- Purpose:** To aid, advise, and recommend approval to colleges and departments on curriculum issues including addition or elimination of courses or programs, and to ensure coherent interdepartmental curriculum changes.
- Membership:** Faculty (one from each college offering undergraduate degree curricula and two from Arts and Sciences: 1 from Math, Science, and Social Sciences; and 2 from Fine Arts and Humanities, for a total of eight)
Students (three of junior or higher standing, each from a different college)
Vice President for Academic Affairs or a designee (one, voting)
Registrar or a designee (one, non-voting)
Director of the Chester Fritz Library or a designee (one, non-voting)
Support Staff (one, non-voting)
- Terms:** Faculty - three years
Students - one year
Vice President for Academic Affairs or a designee - concurrent with office
Registrar or a designee - concurrent with office
Director of the Chester Fritz Library - concurrent with office
Support Staff - concurrent with office
- Selection:** Faculty - about one-third are elected every year by the University Senate in April to assume responsibilities in May.
Students - selected by the Student Senate in April to assume responsibilities in May.
Vice President for Academic Affairs or a designee - ex-officio
Registrar or a designee - ex-officio
Director of the Chester Fritz Library or designee - ex-officio
Support Staff - appointed by the Registrar's Office
- Function and Responsibilities:** Acting of its own volition, upon the request of the Senate and/or others, the Committee shall assume the following responsibilities:
1. Address general curriculum issues of interest to the university.
 2. Establish guidelines and procedures for course/program changes including new courses and programs.
 3. Consider and approve requests for course/program changes and proposals for new courses/programs and forward recommendations to the Senate.
 4. Ensure a University-wide curricular perspective.
- Report to Senate:** Prepare an annual report which addresses each function and responsibility and submit it to the Senate secretary two weeks before the April Senate meeting

**UNIVERSITY of NORTH DAKOTA
RESEARCH & ECONOMIC DEVELOPMENT POLICY LIBRARY**

**INSTITUTIONAL CONFLICT OF INTEREST IN HUMAN SUBJECT
RESEARCH**

Section 1, Research

Policy 10, Institutional Conflict of Interest in Human Subject Research

Responsible Executive: VP Research & Economic Development

Responsible Office: VP Research & Economic Development

Issued:

Latest Review / Revision:



POLICY STATEMENT

1. INTRODUCTION

It is the policy of The University of North Dakota to ensure its human subject research is conducted with integrity and is free from any actual or apparent institutional conflict of interest. This policy establishes the principles and procedures that enable the University to identify and avoid institutional conflicts of interest of a financial nature that present a significant risk to the perceived or actual objectivity of such research.

This policy is distinct from the University of North Dakota Conflict of Interest Policy, which provides for the management of conflicts of interest that are personal to the individual.

REASON FOR POLICY

2. ETHICAL STANDARDS

2.1. Institutional Conflict of Interest (ICOI): Can occur whenever the external financial interests or business relationships of the University or of one of its officials are such that their actions could affect, or could reasonably appear to affect, the conduct, review or oversight of the University's human subject research. The potential for institutional conflict of interest that could compromise the integrity of the University's research mission generally arises in one of the three situations described below:

2.1.1. When the University, as an institution, has taken an equity interest in a business enterprise in which University employees conduct, or propose to conduct, research that could affect the value of the equity interest in that enterprise;

2.1.2. When the University holds a patent, license, or right to royalties on a process, technique, or production that it licenses to external companies, which in turn use University employees to conduct research on that process, technique or product; or

2.1.3. When a University official, with the authority to act on behalf of the University and to make decisions that have institution-wide implications, or whose decisions could reasonably be seen as affecting the conduct, review, or oversight of human subject research, holds a significant

financial interest in, consults for, serves on the board of, or is otherwise expected to act for the benefit of an entity that has a financial, consulting, or other interest in University sponsored human subject research, or gives permission for research by University personnel.

SCOPE OF POLICY

This policy applies to all members of the University Community and should be read by:

- ✓ President
 - ✓ Vice Presidents
 - ✓ Deans, Directors & Department Chairs
 - ✓ Faculty
 - ✓ Staff
 - ✓ Students
-

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RELATED INFORMATION

| | |
|---------------------------------|------------------------------------------------------------------------|
| UND Conflict of Interest Policy | University of North Dakota Conflict of Interest Policy |
|---------------------------------|------------------------------------------------------------------------|

CONTACTS

General questions about this policy should be directed to your department's administrative office. Specific questions should be directed to the following:

| Subject | Contact | Telephone | E-Mail / Web Address |
|-----------------------------------------------|-----------------------------------------|-----------|-------------------------------------------------------------------------------------------------|
| Policy and Procedure Content Clarification | Research Development & Compliance | 777-4278 | http://und.edu/research/resources/index/ |

DEFINITIONS

Integrity Officer

Integrity Officer: person responsible to ensure compliance with this policy.

Human Subject

Human Subject: a living individual about whom an investigator conducting research obtains: 1) data through intervention or interaction with the individual; or 2) identifiable private information.

Outside Entity

Outside Entity: any organization (including for-profit or not-for-profit and whether incorporated or otherwise) that is not owned or controlled by the University, or any individual that is not employed or otherwise affiliated with the University.

Research

Research: a systematic investigation designed to develop or contribute to generalizable knowledge, including biomedical, behavioral, and social sciences research or other scholarly activity.

VPRED

VPRED: the Vice President for Research and Economic Development (VPRED) or a designee.

The following provisions are procedures amendable by the Office of Record or the Conflict of Interest/Scientific Misconduct Committee as appropriate. Amendments to procedures do not require University Senate approval. However, the Office of Record shall inform the Conflict of Interest/Scientific Misconduct Committee of changes needed or made; and the Conflict of Interest/Scientific Misconduct Committee shall inform the University Senate of amendments to these procedures in a timely fashion.

PROCEDURES

1. PROCEDURES FOR DISCLOSURE, REVIEW, AND RESPONSE TO INFORMATION REFLECTING INSTITUTIONAL CONFLICT OF INTEREST

1.1. Responsibility

The Vice President for Research & Economic Development (VPRED) has the responsibility for overseeing the process for reviewing, resolving, and monitoring institutional conflict of interest that may arise from the business relationships of either the University or its officials with outside entities. Disclosures that may identify actual or potential institutional conflict of interest shall be handled as provided in Section 1.4 below.

1.2. Disclosures

1.2.1. Disclosure of University Financial or Business Relationships

1.2.1.1. The University's Office of Intellectual Property Commercialization & Economic Development, which serves as a bridge between University-sponsored research and commercialization partners, shall provide the VPRED with quarterly reports that disclose the entities in which the University holds equity positions or from which it has the right to receive royalty payments.

1.2.2 Disclosure of Officials' Financial or Business Relationships

1.2.2.1. University officials must furnish written conflict of interest disclosures as may be required by state or federal authorities or by North Dakota University System or institutional policies. This disclosure will be made at least annually and within thirty (30) days of a change in the individual's financial or business relationship that would require disclosure under such laws or policies.

1.3. Review of Disclosure Information

1.3.1. The Office of Research Development & Compliance (RD&C) assists, supports, and reviews all proposed human subject research and administers the Institutional Conflict of Interest (ICOI) program. The VPRED shall provide the Integrity Officer with copies of financial disclosures that are related to human subject research and meet the definition of "Significant Financial Interest in a Business Entity," and with the quarterly reports received from the Office of Intellectual Property Commercialization & Economic Development. The Integrity Officer shall review all proposed human subject research proposals it receives with the disclosure information provided by the VPRED to identify any actual or potential institutional conflict of interest present in the proposals. The Integrity Officer must refer any research proposals for which an actual or potential ICOI has been identified to the VPRED for a response pursuant to Section 2.2.4. below. Once the ICOI is resolved,

the affected proposal shall be returned to RD&C for review by the University's Institutional Review Board.

1.4. Responding to Information Reflecting Potential Institutional Conflict of Interest

1.4.1. Actual or Apparent Conflict of Interest of the President or Vice President

If the President or Vice President is found to have an actual or apparent institutional conflict of interest, he or she shall either:

- 1.4.1.1. Totally divest him or herself of the financial interest; and
- 1.4.1.2. Resign from the board or other position with the external entity that has a financial interest in University-sponsored human subject research. Proposed research cannot be approved or continued until such action is taken by the affected official.

1.4.2. All Other Institutional Conflicts of Interest

- 1.4.2.1. The VPRED shall appoint an Institutional Conflict of Interest Committee (ICOIC), which must consult with the VPRED where other actual or apparent institutional conflicts of interest are identified to determine whether to:
 - 1.4.2.1.1. In cases involving a business entity, require the Office of Intellectual Property Commercialization & Economic Development to divest the University's current equity holdings and its right to royalties in that business entity, as well as its right to acquire equity holdings in the future;
 - 1.4.2.1.2. Propose modifications to the proposed human subject research that would remove the possibility that the University, or any of its units or officials, would benefit financially from the results of the proposed research;
 - 1.4.2.1.3. Prohibit the proposed human subject research when in the best interests of the public or the University, upon recommendation from the Institutional Review Board
 - 1.4.2.1.4. Direct that the University official who holds a significant financial interest divest him- or herself of that interest, or remove him- or herself from the decision process involving such research; or
 - 1.4.2.1.5. If feasible, develop an institutional conflict of interest management plan.

1.5. Monitoring the Institutional Conflict of Interest Process

- 1.5.1. The Institutional Conflict of Interest Committee (ICOIC) shall monitor the ICOI process. It shall meet as required but not less than annually to:

- 1.5.1.1. Ensure that University officials are in compliance with the disclosure obligations of this policy;
- 1.5.2. Review and propose to the VPRED modifications to the plans for managing institutional conflict of interest.
- 1.5.3. Any member of the ICOIC who has a financial interest in or serves as a paid consultant for an entity that is involved in a research proposal shall not participate in the review under this policy.

RESPONSIBILITIES

| | |
|-------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Vice President for Research and Economic Development | The Vice President for Research & Economic Development is responsible for articulating and enforcing the institutional conflict of interest policy (ICOI) at the University of North Dakota. |
| Associate Vice President for Research & Economic Development | The Associate Vice President for Research & Economic Development is responsible for administering ICOI matters. |
| Institutional Review Board | The IRB Chairperson, IRB Vice Chairperson, and IRB Members are responsible for reviewing human subject research and considering any ICOI involved with research protocols. |

SOURCES

1. Association of American Medical Colleges-Association of American Universities Model Policy on Institutional Conflict of Interest in Human Subjects Research (From: *Protecting Patients, Preserving Integrity, Advancing Health: Accelerating the Implementation of COI Policies in Human Subjects Research*, A Report of the AAMC-AAU Advisory Committee on Financial Conflicts of Interest in Human Subjects Research, February 2008)
2. The University of Texas at Austin Institutional Conflict of Interest Policy

REVISION RECORD

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|--------------------------------|--------------------------------------|
| - Policy Implementation | Signed by President Robert O. Kelley |
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Whereas: The North Dakota University System (NDUS) is comprised of approximately 17,800 employees and over 47,000 students, which is comparable to a city the size of Bismarck but may soon be without its own attorneys or auditors; and

Whereas: The NDUS institutions, especially the research universities, require highly specialized legal representation with expertise in higher education, such as those related to research compliance and intellectual property laws. Members of General Counsel are woven into the fabric of daily operations at UND including serving on multiple University Senate committees and providing a full range of legal services to their clients; and

Whereas: The NDUS institutions, especially the research universities, require internal auditing to help management most effectively provide stewardship of financial resources and ensure compliance with regulations of critical research activities;

Therefore be it Resolved: That the University Senate of the University of North Dakota encourages the 64th Legislative Assembly of North Dakota to maintain the current reporting structure and funding for NDUS legal counsel and auditing functions. In particular, the University Senate opposes language in HB 1003 dictating the termination of NDUS attorneys and internal auditors as of June 30, 2015, and the transfer of a reduced number of these functions to the State Attorney General and Auditor Offices.

<http://www.legis.nd.gov/assembly/64-2015/documents/15-8111-02000.pdf?20150401095628>

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