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November 4, 2010

University of North Dakota

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Minutes of the University Senate Meeting
November 4, 2010

1.

The November meeting of the University Senate was held at 4:05 p.m. on Thursday, November 4, 2010 in Room 7, Gamble Hall. Kathy Smart presided.

2.

The following members of the Senate were present:

Anderson, Julie	Guy, Mark	Oversen, Kylie
Antonova, Slavka	Hauschild, Grant	Potvin, Martha
Baker, Mary	Heitkamp, Thomasine	Rice, Daniel
Benoit, Joseph	Iiams, Michele	Routon, Claudia
Berger, Albert	Jackson, Jon	Schauer, Roger
Blackburn, Royce	Jeno, Sue	Seddoh, Amebu
Bonner Melissa	Johnson, Corbin	Semke, William
Bowman, Frank	Kelley, Robert	Senn, Ryan
Brekke, Alice	Kistner, Brian	Smart, Kathy
Campbell, Kate	Kitzes, Adam	Smith, Bruce
Casler, James	Kubatova, Alena	Smith, Wesley
Doze, Van	Laguetta, Soizik	Stofferahn, Curt
Drewes, Mary	LeBel, Paul	Stolt, Wilbur
Elbert, Dennis	Liepold, Loren	Stone, Jan
El-Rewini, Hesham	Marasinghe, Kanishka	Swartz, Kristi
Fershee, Kendra	Mayzer, Roni	Tyree, Elizabeth
Flower, Ann	Moen, Joseph	Ullrich, Gary
Francis, Clare	Munski, Doug	Urton, Raina
Gerbert, Shane	Murphy, Eric	Worley, Deborah
Gonsalez-Smith, Suzanne	Noiva, Jennifer	Young, William

3.

The following members of the Senate were absent:

Anderson, Ernest	Jehlicka, Brenden	Onchwari, Grace
Anderson, Suzanne	Johnson, Phyllis	Rakow, Lana
Badahdah, Abdallah	Keengwe, Jared	Rand, Kathryn
Bakke, Matthew	Kenney, Lynda	Riedy, Joshua
Bonner, Kelly	Kenville, Kimberly	Runge, Robin
Boyd, Robert	Larson, Claire	Sturges, Denyse
Dunlevy, Jane	Lei, Saobo	Suleiman, Nabil
Halgren, Cara	McBride, Rosanne	Watson, William
Hall, Judith	Minnotte, Krista	Wynne, Joshua
Higgins, James	Mosher, Sarah	

4.

The following announcements were made:

- a. Ryan Zerr and Brett Goodwin, co-chairs of the Undergraduate Learning Working Group, announced that an event titled "A Campus Conversation with the ULWG" will be held on November 8. At this event the campus will receive an update on the work of the ULWG, and will have an opportunity to

provide input to aid in the ULWG's ongoing efforts. A follow-up event will be held on November 16 at 3:30 p.m. in the Badlands Room in the Union. Members from the group will also be available to visit departments if requested.

5.

Ms. Smart asked for corrections or additions to the minutes of the October 7, 2010 meeting; hearing none, the minutes were approved as distributed.

6.

The question period was opened at 4:10 p.m.

- a. Mr. Munski moved to allow Mr. Petros to speak to the Senate. The motion was seconded and carried. Mr. Petros expressed his concern about President Kelley appointing Mr. LeBel as Provost without a national search. He asked the President to address his concerns. President Kelley responded by providing the history and explaining the factors that affected his decision. He reported that he had consulted with the University leadership, i.e., department heads, deans, the University, Staff and Student Senate leaderships, the President's cabinet, and the State Board of Higher Education, and received a uniform statement of confidence to move ahead with the appointment. Mr. Petros echoed his confidence in Mr. LeBel and stated he was happy with the explanation. Mr. Murphy suggested that the President should have addressed the Senate as a whole instead of just its leadership, and the President accepted that suggestion.
- b. It was moved and seconded to allow Jeff Weatherly to address the Senate. He asked President Kelley if the existing and upcoming Dean openings would require national searches. The President deferred the question to Mr. LeBel, who then reported that the search committees had been formed and that the interim incumbents will be considered for the positions if they apply for them.
- c. Mr. Gerbert asked why the bus stops across from the Christus Rex have been eliminated. Ms. Brekke replied that there was an immediate safety issue. A survey is being conducted and when the results are complete, the issue will be re-visited. Mr. Gerbert inquired about what the safety issues were and Ms. Brekke referred him to Peggy Lucke.
- d. Mr. Munski congratulated the University on obtaining support for the new Gorecki Alumni Center. He then stated that he had a three-part question regarding land use planning related to the new Center. His first question was, What will be done to obtain lost recreational space for students due to the location of the Alumni Center and who will be involved in that decision? Mr. Murphy replied that the Student Wellness Center was working on green space for outdoor student recreation on the Bronson property. These discussions were initiated in a meeting with the Student Wellness Advisory Committee last spring and again this fall. The plan is coming together nicely and will offer students a place to play flag football and other outdoor pursuits. Ms. Brekke stated that a master plan has been made that will eventually open up more green space when old housing is eliminated. Mr. Munski's second question was, How will the parking lot adjacent to the new Alumni Center be zoned and will Alumni Association/UND Foundation personnel be paying appropriately? Ms. Brekke replied that the Parking Committee will address those issues. Mr. Munski deferred his third question to another time due to the lack of time remaining in the question period and to accommodate other questions.
- e. Mr. Berger asked what will happen to the historic Oxford House and the Strinden Center when the new Alumni Center project goes forward. President Kelley replied that they will be affected and that the future College of Business expansion project will affect those buildings as well. One option would be to move the Oxford House so it could be

preserved. He did not have any information regarding the Strinden Center. Mr. Berger stated that if the Oxford House was moved from its original location it could lose its historical distinction.

The question period closed at 4:35 p.m.

7.

Mr. Stofferahn moved to approve the Continuing Education Committee annual report. The motion was seconded and the report was approved as submitted.

8.

Mr. LeBel presented two policies for inclusion in the Faculty Handbook: 1) Promotion of Special Appointment Faculty; and 2) Evaluation of Online Instruction. Mr. Munski moved and Mr. Murphy seconded to split the vote on each policy. The motion was approved unanimously.

Mr. Munski moved and Mr. Murphy seconded to approve the Promotion of Special Appointment Faculty policy. Discussion ensued. Mr. Murphy moved to postpone discussion on this policy until the January Senate meeting. Mr. Berger seconded and the motion passed with a vote of 44 for and 1 against.

Mr. Munski moved to approve the Evaluation of Online Instruction policy. The motion was seconded and discussion ensued. The motion was approved with a vote of 51 for and 1 against.

9.

Brad Meyers, on behalf of the Conflict of Interest/Scientific Misconduct Committee, presented a proposed change to the Conflict of Interest Policy. He explained that the change had to do with documentation requirements for employees in the 6000 and 7000 bands. Mr. Munski moved to approve the change and Mr. Gerbert seconded. Discussion ensued. A question was asked about why just the 6000 and 7000 bands. Mr. Meyers replied that they were the bands brought to the Committee for review. It doesn't change who is covered, it just eases the documentation required. The motion was approved with a vote of 46 for, 3 against, and 3 abstentions.

10.

The meeting adjourned at 5:03 p.m.

Submitted by Lori Hofland
for Suzanne Anderson, Secretary to the Senate

SENATE CONTINUING EDUCATION COMMITTEE
Annual Report to the University Senate
2009-2010

Committee Membership:

Victoria Beard (Associate Provost, Academic Affairs)
 Kari Chiasson (EHD) 2012
 Sherrie Fleshman (A&S) 2010
 Ruth Paur (MED) 2011
 Lana Rakow (A&S) 2010
 Janet Rex (Distance Education Librarian, Chester Fritz Library)
 Joshua Riedy (Dean, Associate VP, Continuing Education/Outreach Support, CIO)
 Richard Van Eck (EHD) 2011
 Greg Vandeberg (A&S) 2012

Recorder:

Kimberley Pastir, Assistant to the Dean, CIO, Continuing Education/Outreach Support

Visiting during 12/15/09 meeting:

Lynette Krenelka, Director, Lifelong Learning/Professional Development, Continuing Education/Outreach Support

Visiting during 4/20/10 meeting:

Anne Kelsch, Director, Instructional Development
 Lori Swinney, Director, Center for Instructional and Learning Technologies

Purpose of the Committee: To provide oversight of academic rigor for courses and programs offered at a distance, and to encourage faculty participation in distance education, with the following eight responsibilities:

1. Address as necessary faculty development, delivery methods, and other issues arising from implementing new educational technologies and serving nontraditional student populations.
2. Advise the Senate, the University and the Dean of Outreach Programs with regard to all programs of the Division for which academic credit is granted.
3. Be guided by the principle that questions of academic content and quality reside with the department offering the distance curriculum.
4. Maintain and keep current committee website.
5. To promote campus wide interest in and advocacy for continuing and distance education activities.
6. To assure that information about distance courses are accessible to faculty.
7. To disseminate to faculty information about various approaches and teaching techniques in distance education.
8. To develop and implement an annual plan to accomplish the purposes of the Senate Continuing Education Committee.

The Committee met nine times on: September 21, 2009, October 19, 2009, November 17, 2009, December 15, 2009, December 22, 2009, January 12, 2010, February 16, 2010, March 23, 2010, and April 20, 2010.

Chair of Committee:

Janet Rex was elected on September 21, 2009 and served as Chair of the Committee.

Overview of Activity and Accomplishments:

The Senate Continuing Education Committee was very active during the 2009-2010 academic year. The committee met to discuss various topics related to the committee's mission and to plan for the "Discovery Series."

The Senate Continuing Education Committee received updates from Joshua Riedy and Victoria Beard regarding the Distance Education funding models, summer professorships, core technology forums, workforce development, and the Distance Education, Online, and Correspondence programs. At the December 15, 2009 meeting, Lynette Krenelka spoke about the mission, programs, and the process for faculty involvement in Lifelong Learning and Professional Development within the Division of Continuing Education

The Senate Continuing Education Committee and the Division of Continuing Education co-sponsored the "Discovery Series" to promote campus-wide interest in and advocacy for continuing, online, and distance education; to disseminate information about teaching techniques in various formats of education; and to assure that information about new formats was made accessible to faculty. Feedback forms were received and video recordings were made available via the web site. The "Discovery Series" consisted of the following four sessions:

Help! I'm Going To Teach Online: Now What? (October 8, 2009)

This session provided an opportunity for faculty to learn more about integrating instructional design & technology (Lori Swinney, Jane Sims & CILT staff), library (Janet Rex), and disability support services (Gerry Nies) into their online teaching.

Visions for Online and Distance Learning: A Conversation with the Deans (November 9, 2009)

This session provided an opportunity for faculty and staff to learn about and discuss the online and distance models with the Deans of the Colleges (A&S—Dean Martha Potvin; EHD—Dean Dan Rice; Nursing—Dean Julie Anderson; Engineering—Dean Hesham El-Rewini; Aerospace—Associate Dean Paul Lindseth; Business (Graduate Programs and Accreditation Specialist)—Michelle Garske; and Grad School—Dean Joseph Benoit).

Faculty Roles in Workforce Development (February 9, 2010)

During this session, Doug Munski spoke about the state mandates for workforce development and reported from the Chancellor's Adult Learners Council. The session provided an opportunity for faculty to learn about their potential roles in professional and workforce development. The session resulted in stronger ties between Continuing

Education and the Center for Community Engagement in order to carry out the Chancellor's workforce education goals.

Online Teaching Showcase (March 3, 2010)

This session provided an opportunity for faculty members to learn about instructional design and online instruction from staff and faculty who were showcasing online technology and classes respectively. This session was coordinated by Jane Sims and CILT, and over 20 exhibits were provided.

At our final meeting we met with Anne Kelsch (OID) and Lori Swinney (CILT) to integrate our programs for the upcoming 2010-2011 academic year. A tentative schedule of Fall and future programs was listed as follows: September 15 (OID) "What I Wish I'd Known before Online Teaching"—Technology and Tips; October 5, 2010 (SCEC/CILT) Showcase; October 11 (OID) TBA; October 27 (OID) "Using Online Tools to Assess and Enhance Online Learning;" November 3, 2010 (SCEC) Asynchronous/Synchronous Instruction; November 9, 2010 (OID) TBA; December 1 (OID) "Engaging Students in an Online Environment;" February 8, 2011 (SCEC/CILT) Showcase; and March 2, 2011 (SCEC) Intellectual Property/Copyright Issues. CILT will follow these various sessions with appropriate technology instruction sessions. Kari Chiasson was elected as Chair for the upcoming year, so she can work with the summer coordination of programs if necessary.

Respectfully submitted,

Janet Rex
Chair
Senate Continuing Education Committee

Academic Affairs Policies for Inclusion in Faculty Handbook

[Addition to § II-5 of Faculty Handbook]

PROMOTION OF SPECIAL APPOINTMENT FACULTY

Promotion of faculty who do not have probationary or tenured appointments requires the adoption and application of appropriate departmental standards for promotion. In the absence of an approved plan for a specific college or school, the process used for evaluation of such promotion applications will be identical to the process for consideration of probationary and tenured faculty, with the exception that the final level of decision-making shall be the appropriate Vice President (Academic Affairs or Health Affairs).

[Addition to § II-4.3 of Faculty Handbook]

EVALUATION OF ONLINE INSTRUCTION

For program, course, and faculty evaluation purposes, the same access that is appropriate for evaluation of traditional instruction shall be provided for online instruction. The instructor will be provided with notice of the access that is sought for evaluation purposes. Protection will be provided for private student information and for portions of online material that have been designated as limited to the instructor and the students.

2. Principal Investigators must also assure that personnel listed in a proposal or potential contract have filed appropriate documentation as described in section IV.B prior to submitting the proposal or potential contract to the Vice President for Research and Economic Development.
- B. Documentation (Forms 1-4 are attached)
1. All University Employees
 - i. Annually, all Employees must file with the Executive Head of the Unit, a Financial Interests Disclosure Document (Form 1) and a Conflict of Commitment Document (Form 2). If any Employee declares a significant financial interest on Form 1, a Description of Financial Interest Activity (Form 3) must be completed for each entity or activity and submitted to the Executive Head of the Unit. Principal Investigators submitting an external grant proposal must have on file with the Office of the Vice President for Research and Economic Development a current Form 4. Notwithstanding the foregoing, an Executive Head of a Unit may waive the requirement to file the documents listed above for Employees who are volunteers or who work part-time. The Executive Head of the Unit will notify the Appropriate Vice President of the identity of any person for whom a waiver was granted.
 - ii. Notwithstanding the above, on an annual basis, graduate students who do not submit external grant proposals as principal investigators and facilities and dining services personnel in the 6000 and 7000 bands (information concerning the broadbanding classification of personnel is available from the Office of Human Resources), excluding those in lead or supervisor positions, will be notified separately of the conflict of Interest Policy and its requirements. If any graduate student or person in the 6000 and 7000 bands believes that he or she has a Conflict of Interest, he or she must file with the Executive Head of the Unit, a Financial Interests Disclosure Document (Form 1) and a Conflict of Commitment Document (Form 2).
 - iii. If the Employee's financial/business interests and/or time commitments materially change during the year, Forms 1, 2, and 3 must be revised within 30 days of the change.
 2. Principal Investigators
 - i. Funding proposals cannot be submitted until all Conflict of Interest

UND University Senate Question Period for November 4, 2010

Senators and Guests:

Earlier today, the NDUS SBHE approved the site location of the Gorecki Alumni Center. The location is to be on the southeast corner of Stanford Road at University Avenue which is adjacent to the west side of the Chester Fritz Auditorium. My question is three-part in terms of land use planning:

First, being as how the approved site of the Gorecki Alumni Center is upon the last remaining green space for recreational usage of the residents of the Wilkerson Hall Residential Complex, University Place Apartments, and the Swanson Apartment Complex, what will be done to obtain as good or better accessible space for STUDENT recreational usage, and who will be involved in determining what is adequate space and an appropriate location in exchange for the loss of such current recreational space?

Second, the parking lot area immediately adjacent to the approved site of the Gorecki Alumni Center is currently parking space for the residents of the Wilkerson Hall Residential Complex and heavily utilized, particularly by female students as much as possible, for security reasons seeing as how it is closer to the residence halls than the spaces closer to the BNSF rail yard, so the question becomes how will this lot be zoned in the future and will the Alumni Association/UND Foundation personnel be paying appropriately in terms of parking permit fees charged for those relatively prime parking stalls which would be taken out of the pool of available parking for undergraduates living in the residence halls?

Third and finally, the manner in which the decision to locate the Gorecki Alumni Center seemingly did not involve to any serious degree nor take into full account any number of stakeholders across campus who do have serious and legitimate concerns for overall handling of traffic flow, parking space availability, and security in parking lots, so what precedent does this piece-meal planning style decision hold for overall campus planning as it relates to a holistic and "big picture" approach to parking, shuttle bus service, and C.A.T. service integration as it relates to proposed construction south of the School of Medicine, to the area between Memorial Stadium and the EERC, to continued development of what was known as the Bronson Property, aka the REA Area, and to UND Housing?

Thank you.

Senator DC Munski