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February 2, 2012

University of North Dakota

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Minutes of the University Senate Meeting
February 2, 2012

1.

The February meeting of the University Senate was held at 4:05 p.m. on Thursday, February 2, 2012 in Room 7, Gamble Hall. Curt Stofferahn presided.

2.

The following members of the Senate were present:

Anderson, Ernest	Hillebrand, Diane	Poochigian, Donald
Anderson, Suzanne	Jeno, Sue	Rakow, Lana
Antonova, Slavka	Johnson, Phyllis	Ray, Linda
Bahl, Landon	Keengwe, Jared	Reesor, Lori
Baker, Mary	Kenville, Kimberly	Reissig, Bradley
Bass, Gail	Khavanin, Mohammad	Rice, Daniel
Berger, Albert	Kitzes, Adam	Robison, Lori
Bridewell, John	Laguetta, Soizik	Safratowich, Michael
Casler, James	Langstraat, Jeffrey	Schwartz, Rhonda
Cherry, Emily	LeBel, Paul	Shafer, Richard
Christian, Stephanie	McGinniss, Mike	Smart, Kathy
Doze, Van	Mikulak, Marcia	Smith, Bruce
Drechsel, Paul	Moen, Joseph	Stofferahn, Curt
Elbert, Dennis	Munski, Doug	Stolt, Wilbur
Elness, Nathan	Murphy, Eric	Suleiman, Nabil
Evanson, Tracy	Oncel, Nuri	Swartz, Kristi
Gerbert, Shane	Onchwari, Grace	Tiemann, Kathleen
Gorney, Kjiesta	Oommen, Abraham	Tompkins, John
Harsell, Dana	Oversen, Kylie	Walker, Anne
Haskins, Jim	Pederson, Randy	Young, Patricia

3.

The following members of the Senate were absent:

Badahdah, Abdallah	Halgren, Cara	Petros, Thomas
Beck, Pamela	Jackson, Jon	Rand, Kathryn
Bibel, George	Jehlicka, Brenden	Riedy, Joshua
Bradley, April	Kallio, Brenda	Seddoh, Amebu
Brekke, Alice	Kelley, Robert	Swisher, Wayne
Drewes, Mary	Koepke-Nelson, Yvette	Volkov, Boris
Dunlevy, Jane	Korniewicz, Denise	Watne, Eric
El-Rewini, Hesham	Mitzell, John	Wynne, Joshua
Emmons, Kristin	Mochoruk, James	Wynne, Lucas
Gapp, Jacob	Mosher, Sarah	

4.

Mr. Stofferahn made the following announcements:

- a. Mr. Stofferahn asked for a moment of silence in honor of the contributions of Jim Penwarden and Playford Thorson, UND colleagues who had recently passed away.
- b. Sagini Keengwe, Associate Professor in Teaching and Learning, will serve as the Senate representative on the Alcohol & Drug Committee Working Group.
- c. Mr. Stofferahn announced the following:
 - i. The Senate Executive Committee provided a commentary to SBHE President Grant Shaft on his "Maximizing Results through Efficiencies" initiative.

- ii. Paul Sum, Associate Professor, Political Science and Public Administration, has been appointed to update the Faculty Handbook.
- iii. Mr. Bridewell has prepared the presentation on shared governance and will be presenting it to the Alice Clark Mentoring Program this semester.
- d. Mr. Kitzes requested permission to recognize guests Geoff Greene and Eric Borlaug. Mr. Greene introduced himself and Mr. Borlaug from the North Dakota Public Employee Association.
- e. Mr. LeBel reported back to the Senators on student indebtedness. He indicated that the number reported was implausible and inaccurate. The yearly debt is more in the range of \$30,000. Without aviation included in the total, it is about \$23,000. Mr. LeBel explained that prior to 2009 the information was by campus and was accurate. Since 2009, it has been reported by NDUS as part of a common data set. The NDUS programmers reported loans offered, rather than loans disbursed and no one was aware of it. The UND staff have alerted other NDUS campuses of the error. Going forward, UND has requested corrective action including: 1) campus review of data released; 2) financial aid will work to correct the program; and 3) an annual clean-up of the data. Phone calls to press have been made. Mr. LeBel was reluctant to give hard numbers until all the information is known. Mr. Berger asked about comparisons across the country. Mr. LeBel responded that assuming other reports are computed the same, UND is closer to a national average and without aviation we are below average.
- f. Ms. Jenó, as the Faculty Representative for Athletics, reported on the student athlete academic success in fall 2011. She stated that the average GPA for all students is 2.92 and for all athletes 3.153. Three teams have a team GPA above 3.4. At the women's basketball game Thursday, February 2, UND will honor all student athletes with a term or cumulative GPA of 3.0 or greater. There will be over 200 student athletes honored.
- g. Mr. Stofferahn indicated that he hopes the safety inquiry from the last meeting will be addressed at the next meeting. The plan is to have Peggy Lucke report.

5.

Mr. Stofferahn called attention to the minutes of the December 1, 2011 meeting. He asked if there were any corrections; hearing none, the minutes were approved as distributed.

6.

The question period was opened at 4:19 p.m.

Mr. Murphy stated that the Wellness Center hours during break have been raised as a topic of concern. The usual hours for the Wellness Center are 5:30 a.m. - 11:00 p.m., but during break, they are 5:30 a.m. - 8:00 p.m. Mr. Murphy suggests that for those using the Center during the break it would be better to open later and close later. He indicated he was bringing this matter forward for awareness.

The question period closed at 4:28 p.m.

7.

Mr. Stofferahn called attention to the annual reports from the Senate Library, Honors, Summer Sessions, and Academic Policies and Admissions Committees. Mr. Poochigian moved approval to file the reports. Ms. Kenville seconded the motion and the reports were approved to be filed.

UNIVERSITY OF NORTH DAKOTA
University Senate Library Committee

8.

The Curriculum Committee report was presented. Mr. Drechsel, Committee representative, answered questions. Mr. Munski moved to approve the report. There was a second from Mr. Gerbert and the report was approved unanimously.

9.

The next agenda item was nominations from the Honorary Degrees Committee. There was no one at the meeting to present the information; therefore, the matter was postponed to the next meeting.

10.

A revision to the charge of the Senate Committee on Faculty Rights (SCOFR) was presented. Mr. Stofferahn recognized Dexter Perkins, chair of the Committee, to present the changes to be made to the Senate Committee Manual. Mr. Perkins also indicated that there will be changes for the Faculty Handbook language at the next Senate meeting. He stated that it will be circulated in advance of the meeting because the changes are significant and will need review prior to the meeting. Mr. Perkins then described the duties of SCOFR. He indicated that matters that come to SCOFR are usually long-standing and that the goal is for matters not to get to SCOFR. He then shared the changes to the Committee charge and fielded questions. Discussion ensued. Approval was moved by Mr. Munski and seconded by Mr. Murphy to approve the proposed changes. The motion passed with a vote of 56 for and 3 abstentions.

11.

Mr. Munski moved to adjourn and the meeting was adjourned at 4:45 p.m.

Suzanne Anderson, Secretary
University Senate

UNIVERSITY OF NORTH DAKOTA
University Senate Library Committee
Annual Report 2010/11

Membership

Mary Baker (Teaching & Learning), Kelly Bonner (Student), Melissa Bonner (Student), Graeme DeWar (Physics), Susan Hunter, (Nursing), Rhonda Schwartz (Law School), Wilbur Stolt (Library ex-officio), John Vitton (Management), Jack Weinstein (Philosophy & Religion), Richard Wilsnack (Medicine), Marcellin Zahui (Mechanical Engineering), and Xiaodong Zhang (Center for People & Environment)

Committee Activities

- The University Senate Library Committee met three times during 2010/11.
- The Committee elected Professor Mary Baker, Chair for 2010/11.
- The Committee received reports on the FY2011 Library budget. The Library budget draws on appropriated, local and endowment funds to support book purchases and continuation of serial subscriptions in multiple formats. The appropriated FY2011 budget was not expected to meet projected inflationary costs. (The Library met materials costs with supplemental funding from the VP for Academic Affairs/Provost - \$300,000, the VP for Research and Economic Development - \$50,000, Library salary savings and non-appropriated Library funding.)
- The Committee received reports on Library activities. Members provided reactions and recommendations to current programs and services.
- The Committee met with VPAA/Provost LeBel to discuss Library funding. While base funding has remained constant during the past two years, the VPAA/Provost has identified supplemental funding allowing the Library to maintain subscriptions and acquisition of scholarly resources. The group discussed possible funding sources from research revenues, online courses and a library-specific fee.
- The Library Committee wrote a letter to the VPAA/Provost supporting the Chester Fritz Library's request for a \$635,000 increase in base budget to maintain current levels of instructional and research publications and databases.

Selected Library Activities 2010/11

- The Chester Fritz Library added over 26,050 new titles and offered access to 85 electronic databases, over 43,000 unique electronic information sources and 55,000 electronic books during the year.
- 8,169 UND students, faculty and staff requested items from other libraries, while other libraries asked to borrow 11,999 from UND. In both cases, this is a slight increase from the previous year.
- The Special Collections' Bygdebok Collection was named in honor of Arne G. Brekke, long-time supporter of the Library's Norwegian family history program. An endowment was established to provide ongoing support for the Bygdebok program.
- The Library extended hours during two week before finals to support students completing papers and studying for tests. Students continue to express interest in more hours of operation for the Library.

(over)

- The Library's Information Literacy/Instruction program provided instruction to over 6,000 students. Librarians partnered with faculty in teaching courses.
- Library staff worked on state legislation allowing public libraries, archives and museums to close donated personal papers for a limited time. The legislation was passed and went into effect in August 2011.
- Library staff continued adding images to digital research collections providing access to primary resources housed in the Special Collections Department. Library staff worked with faculty in creating and expanding a number of digital collections. Digital collections subjects include the UND History, UND Writers Conference, UND Pottery and Elizabeth Barrett Browning.
- The Library received \$2,000 from the UND Student Senate to enhance the Popular Reading Collection focusing on best sellers and leisure reading in different genres. The Popular Reading Collection has been an ongoing partnership between the UND Student Government and the Library.
- Refworks, a web-based citation management service introduced by the UND libraries in 2009-10, was included in the suite of technology resources funded through central IT sources in 2010-11. This service provides online tools assisting students and faculty in formatting citations, creating bibliographies and supporting collaborative work projects.
- Library staff continued to work with colleagues from South Dakota and Minnesota to solicit, evaluate and implement access to digital scholarly resources for the three state area. These efforts have resulted in significant savings in journal packages and database subscriptions.
- The Special Collections Department negotiated the deposit of Senator Byron Dorgan's papers. Special Collections provides a unique service to the University and region preserving rare historical papers and records not found anywhere else.
- Dr. Sandra Donaldson, Chester Fritz Distinguished Professor of English, presented the 20th annual Elwyn B. Robinson Lecture. Her presentation was entitled, "'I'll see you in hell': Delightful Works by Elizabeth Barrett Browning in Various Special Collections".

December 7, 2011

Summary of Meetings

December 7, 2011

Minutes of the May 11, 2011 meeting were approved.

December 2010 graduate fees were approved.

There were some quiz fees and a short discussion of the reports of the Honors Director, Associate Director, Student Life Coordinator and

2010-2011 Honors Committee; Faculty Senate Report

Chairperson: Joseph Vacek, Aviation

Senate Appointed Committee Members (Voting Members):

Joseph Vacek (Chair)
 Carl Barrentine
 Heidi Czerwiec
 Jodi Holen
 Andy Hultquist
 Vikki McCleary
 Kim Porter
 Mary Riske
 Kathy Sukalski

Student Members (Voting Members):

Abby Alberda
 Jaford "Connor" Burgad
 Briann Huber
 Eric Kees
 Jessica Lamb
 Nick Pederson
 Lucas Skjaret
 Shaina Strating

Honors Faculty and Staff (Non-voting Members):

Sally Pyle, Director
 Robin David, Associate Director
 Kay Powell, Student Life Coordinator
 Brian Schill, Undergraduate Research Coordinator
 Diane Kinney, Administrative Secretary

Meeting was held December 10, 2010. Due to conflicts we were not able to hold a meeting in May. The important May business was voted on using the Honors Committee Blackboard site.

Summary of Meetings

December 10, 2010

Minutes of the May 9, 2010 meeting were approved.

December 2010 graduates were approved.

There were some questions and a short discussion of the reports of the Honors Director, Associate Director, Student Life Coordinator and

Undergraduate Research Coordinator (sent to the committee prior to the meeting). After the discussion the reports were approved.

There was a discussion on subcommittees of the Honors Committee. The following subcommittees are currently being used:

50th Anniversary Committee
Student Appeals Committee
Application Review Committee
Case Study Preparation Committee

There was a discussion on how to improve attendance at the Undergraduate Research Conference in April.

The upcoming plans for the Honors Program 50th Anniversary celebrations, during 2011 were discussed. The Honors Program will host the Upper Midwest Regional Honors Conference in March/April 2011. There are plans for a Great Conversation during Fall 2011.

Steve Light, the new Associate VPAA for Undergraduate Education was introduced. There was discussion about the future of the Honors Program in light of reassignment of direct reports in the VPAA's Office.

Meeting was adjourned.

May 7, 2011

Using on-line voting the following were approved:

Minutes from the December 10, 2010
Reports from the Honors Director, Associate Director, Student Life Coordinator and Undergraduate Research Coordinator (previously sent to members) were approved.
The May 2011 Graduates were approved.

MEMORANDUM

TO: University Senate, Curt Stofferahn, Chair

FROM: Diane Hadden, Director, Summer Sessions

DATE: January 12, 2012

RE: Annual Report of the Summer Sessions Committee for AY 2010-11

The Senate Summer Session Committee met on September 23, 2010 and May 4, 2011.

Provost LeBel attended the first meeting to thank the group for their contribution to the committee. He also reflected on the growing importance of summer session on a student's time to degree. There was considerable discussion about summer course offerings, funding and salaries. The Provost informed the group that the STRATUS consultants would be returning to campus to present their findings at a wrap-up conversation. He explained several new initiatives that would be presented and what the impact to the campus would be once they are implemented.

Diane presented data on summer enrollment which showed that enrollment rose again. Additionally, the number of other individuals who come to campus in summer continues to grow as well.

At the May meeting, discussion was held on how colleges and departments schedule summer classes. There was consensus that as summer session becomes more decentralized, there is little oversight on how this is done.

Members discussed how the allocation model impacts student enrollment. When classes are cancelled due to low enrollment, the overall summer enrollment and student's time to degree may be impacted. Many faculty feel responsible for ensuring that students' graduation dates aren't delayed due to the unavailability of courses in the summer. As a result, students are sometimes allowed to take courses as independent studies, and the faculty members receive significantly less pay for doing this.

Diane informed that group that there continues to be significant marketing done for summer session and summer events. In an effort to keep up with trends in technology, less print advertising is done for students. The use of broadcast and digital media increased. However, for families with school age children print media is still used.

The Director of Summer Sessions continues to act as chairperson of the committee.

TO: Members of the University Senate

FROM: Marcellin Zahui, Chair, Academic Policies and Admissions Committee

RE: 2010-11 Annual Report of the Academic Policies and Admissions Committee

DATE: February 2, 2012

The Academic Policies and Admissions Committee met regularly during 2010-11, and will continue to meet through the 2012 spring semester.

Membership – 2010-11

John Bridewell
 Alexi Novikov
 Marcellin Zahui (Chair)
 Amanda Boyd
 Sonia Zimmerman
 Eric Watne, student
 Melissa Bonner, student
 Suzanne Anderson, ex-officio
 Deb Melby, Director, Admissions

Membership – 2011-12

Marcellin Zahui (Chair)
 Amanda Boyd
 Sonia Zimmerman
 Paul Drechsel
 Shuzo Takahashi
 Kjiesta Gorney, student
 Kody Rother, student
 Suzanne Anderson, ex-officio
 Deb Melby, Director, Admissions

Policies submitted to University Senate in 2010-2011:

- Final Exam
- Repeat Policy
- Attendance Policy
- Student Load Policy/Collaborative
- Grade Changes
- Credit by Exam

Topics addressed during the fall of 2011:

- Attendance Policy
- Student Load Policy/Collaborative

SENATE STANDING COMMITTEE ON FACULTY RIGHTS

Purpose: To designate faculty representatives to hear faculty grievances and make recommendations to the President pursuant to Institution and State Board of Higher Education regulations.

Membership: Faculty, tenured (five). Note: when serving on the Standing Committee on Faculty Rights, a person is no longer eligible for the Special Review Committee Pool.

Terms: Five years - term of one expiring each year

Selection: By the Council, coincidental with and conducted in the same manner as the election of members of the Council to the University Senate and assuming responsibilities immediately

Functions and Responsibilities: To perform a thorough review of Committee policies in even numbered years as preparation for any issues arising in the State legislative session in odd-numbered years. This review is to be submitted to the Senate Executive Committee and the Senate Legislative Affairs Committee.

Mandated by the State Board of Higher Education regulations on Academic Freedom, Tenure, and Due Process, the Committee assumes responsibility for the following:

1. Confirm that the longest serving member of the Committee is Chair.
2. Hold formal hearings in accordance with the Board of Higher Education Policy 605 on Academic Freedom, Tenure, and Due Process on all matters referred to it under those policies.
3. Judge any bias or conflict of interest allegation made against one of its members in a specific case and, should it determine that the bias or conflict exists, replace the member with a substitute member for that case.
4. Act pursuant to regulations of the Board of Higher Education, in the manner prescribed in those regulations.

Report to Senate: Prepare an annual report which addresses each function and responsibility and submit it to the Senate secretary two weeks before the November senate meeting.

Source of Information: State Board of Higher Education Regulations on Academic Freedom, Tenure, and Due Process

University Senate Minutes - May 4, 1978
 University Senate Minutes - March 1, 1984
 University Senate Minutes - March 4, 1999
 University Senate Minutes - January 10, 2008