TO: Members of the Senate  
FROM: Secretary of the Senate  
SUBJECT: Senate Meeting on January 15, 2015  
DATE: January 7, 2015  

A January meeting of the University Senate will be held on Thursday, January 15, 2015, at 4:05 p.m. in Room 113, Education.  

AGENDA  

1) Announcements:  
   a. Co-op Proposal  
   b. Parking Committee  

2) Minutes of the previous meeting and business arising from the minutes  

3) Question period  

CONSENT CALENDAR:  

4) Annual report of the Senate Honors Committee, Joe Vacek, Chair, Senate Honors Committee (attachment #1)  

BUSINESS CALENDAR:  

5) Curriculum Committee report, Leslie Martin, Chair, Curriculum Committee (handout at meeting)  

6) Faculty governance proposal, Ad-hoc Committee on Shared Governance (attachment #2)
Honors Committee
University Senate Report; December 11, 2014

Voting Members:
Faculty
Joe Vacek (Chair)
Amanda Boyd
Sonya Hung
Vikki McCleary
Peter Meberg
Kim Porter
Tom Steen
Cliff Staples
Kathy Sukalski

Students
Michelle Bonapace-Potvin
Jaford Burgad
Kristen Canham
Trista Kirchgesler
Andrew Owen
Jonathon Prezler
Brady Roemmich
Jolie Schmidt

Non-Voting Members (Honors Program Faculty and Staff):
Sally Pyle, Director
Robin David, Associate Director
Emily Hill, Student Life Coordinator
Brian Schill, Undergraduate Research Coordinator
Diane Kinney, Administrative Secretary

The Honors Committee met twice during the 2013-2014 Academic Year, although Honors Committee members work throughout the academic year with the Sophomore Honors Portfolio process and with Senior Honors Thesis students. These tasks are ongoing.

December 9, 2013 Meeting Summary
Action Items:
- Approval of minutes from the May 2013 meeting;
- Approval of December 2013 graduates;
- Approval of Honors Faculty Reports.

Other Business:
- Discussion of Honors Faculty Reports;
- Report on the progress of the Honors Experience Working Group;
- Volunteers for Subcommittees: Tuition Waiver Application Review & Grievances.

May 7, 2014 Meeting Summary
Action Items:
- Election of Chairperson for 2014-2015 Academic Year: Joseph Vacek;
- Approval of minutes from December 9, 2013;
- Approval of May 2014 graduates;
- Approval of Honors Faculty Reports.
Other Business:
Outgoing committee members were recognized and incoming committee members were introduced;
Recognition of the Student Award Winners from the Undergraduate Research Banquet, April 2014;
Discussion of Honors Faculty Reports;
Report on the progress of the Future of Honors Project;
University Senate Ad-hoc Committee on Shared Governance
Redrafted Proposal From the Subcommittee on Governance Structures

At this time there is no body that has the single focus, authority or responsibility to consider issues of importance to faculty or to represent faculty concerns and issues. This is in contrast to student and staff who each have formal bodies to identify and determine positions on critical issues and to provide advice and input on behalf of the members of their constituency. To better align UND’s shared governance structure we propose the formation of a Faculty Senate to provide faculty a similar opportunity for inclusive participation through a formal body.

From campus discussions and a recent survey of faculty, this proposal recommends the creation of a UND Faculty Senate; the creation of a Faculty Senate will alter the work of the University Senate. Thus, there would be a need to revise the purpose of the University Senate. Both bodies would make recommendations and serve in an advisory role to the President.

It is recommended the Faculty Senate be constituted by the faculty members elected to the University Senate. This would ensure broad representation of faculty from all academic units. Thus, by virtue of election to University Senate, a faculty member will also represent their constituents on the proposed Faculty Senate.

Work of the university will be assigned to either the Faculty Senate or the University Senate. The responsibilities of the Faculty Senate include:

1. Issues related to the terms and conditions of faculty employment including but not limited to tenure and promotion, professional development, working conditions, grievances and other disciplinary process.
2. Academic program development and curriculum.
4. Research, scholarly and creative activities and related activities.
5. Organization and reorganization of the schools, colleges, and departments.

Each of these areas of responsibility would become a Standing Committee of the proposed Faculty Senate. Based on the agenda, assignments and tasks that are required each academic year, the Standing Committees would identify sub-committees, ad hoc committees, and/or task forces to carry out the responsibilities of the Standing Committees. Decisions and recommendations made by the Faculty Senate would be forwarded to the President for review and implementation.

The University Senate constitution outlines eight Powers and Functions. We have identified five of the Powers and Functions that should be reassigned to a Faculty Senate [1, 2, 3, 5, 7 & part of 8].

University Senate
The Powers and Functions of the current University Senate are:

1. Requirements and methods for admission to the institution and questions related to advanced standing.
2. Requirements for degrees and certificates.
3. Determination of curricula, authorization of new courses of study, and changes in courses of study.
4. Questions of scholarship and attendance, coordination of outside activities, class standing and credits, examination schedules, and the institution's catalog and calendar.
5. Institutional prizes, honors, and honorary degrees.
6. General relations and interests of students, including health, conditions of living, regulations of social life, intramural and intercollegiate athletics, student organizations and publications.
7. The general policies of the Library and the Office of Extended Learning (formerly Division of Continuing Education).
8. Acting as a consultant to the President in matters pertaining to: planning; organization or reorganization of the schools, colleges, and departments; disputes arising between or among schools and/or colleges; matters of budget apportionment; and decisions regarding physical resources.” (The University of North Dakota Constitution, May 9, 1994; amended Feb. 5, 1998; amended June 26, 2003)

As the constitution states, the intent of the University Senate is to address issues that are traditionally seen as faculty responsibilities in the administration of the university. However, because of the representative membership of administrators, faculty, staff and students, the University Senate is more often regarded as the university executive body rather than a faculty body.

In making this proposal to form a UND Faculty Senate, we recommend the format of the North Dakota State University constitution as a model. [http://www.ndsu.edu/facultysenate/constitution/](http://www.ndsu.edu/facultysenate/constitution/)

“The Faculty Senate is the University’s legislative body responsible for the review and approval of policy with respect to the following matters: Academic freedom, including rights and responsibilities

1. All curricular matters, including establishment, dissolution, and substantial changes to degree programs
2. Research and scholarship
3. Admissions standards and prerequisites
4. Requirements for regular certificates and degrees
5. Regulations regarding attendance, examinations, grading, scholastic standing, and honors
6. Teaching quality
7. Professional standards and criteria for positions accorded academic rank
8. Policies and procedures for promotion, tenure, and evaluation
9. And other academic matters.”
Proposed Revision of the University Senate

Based on the proposed Faculty Senate the Power and Functions of The University Senate constitution would include:

University Senate

The Powers and Functions of the proposed University Senate that would be retained:

1. Requirements and methods for admission to the institution and questions related to advanced standing.
2. Requirements for degrees and certificates.
3. Determination of curricula, authorization of new courses of study, and changes in courses of study.
4. Questions of scholarship and attendance, coordination of outside activities, class standing and credits, examination schedules, and the institution’s catalog and calendar.
5. Institutional prizes, honors, and honorary degrees.
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The proposed revised University Senate will bring together representative membership of administrators, faculty, staff and students to participate in meaningful shared governance on issues we hold in common.

This proposal recommends a Faculty Senate be chartered at the University of North Dakota. The concepts about a Faculty Senate incorporated in this proposal are intended to illustrate the direction that the ad-hoc committee recommends. The powers and functions of a Faculty Senate as well as its membership and structure will be determined in the drafting of the constitution and by-laws for the Faculty Senate.
## Current University Senate Standing Committees (by body and function)

<table>
<thead>
<tr>
<th>Standing Committees of the University Senate</th>
<th>Body</th>
<th>Function</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Senate Academic Policies and Admissions Committee</td>
<td>F</td>
<td>S</td>
</tr>
<tr>
<td>2. Senate Administrative Procedures Committee</td>
<td>F</td>
<td>S</td>
</tr>
<tr>
<td>3. Senate Budget, Restructuring and Reallocation Committee</td>
<td>U</td>
<td>P&amp;B</td>
</tr>
<tr>
<td>4. Senate Committee on Committees</td>
<td>F &amp; U</td>
<td></td>
</tr>
<tr>
<td>5. Senate Compensation Committee</td>
<td>F</td>
<td>HR</td>
</tr>
<tr>
<td>6. Senate Conflict of Interest/Scientific Misconduct Committee</td>
<td>F</td>
<td>R</td>
</tr>
<tr>
<td>7. Senate Online &amp; Distance Education Committee</td>
<td>F</td>
<td>AP</td>
</tr>
<tr>
<td>8. Senate Curriculum Committee</td>
<td>F</td>
<td>AP</td>
</tr>
<tr>
<td>9. Senate Essential Studies Committee</td>
<td>F</td>
<td>AP</td>
</tr>
<tr>
<td>10. Senate Executive Committee</td>
<td>F &amp; U</td>
<td></td>
</tr>
<tr>
<td>11. Senate Faculty Handbook Committee</td>
<td>F</td>
<td>HR</td>
</tr>
<tr>
<td>12. Senate Faculty Instructional Development Committee</td>
<td>F</td>
<td>AP</td>
</tr>
<tr>
<td>13. Senate Honorary Degrees Committee</td>
<td>F</td>
<td></td>
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<tr>
<td>14. Senate Honors Program Committee</td>
<td>F</td>
<td>AP</td>
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<tr>
<td>15. Senate Intellectual Property Committee</td>
<td>F</td>
<td>R</td>
</tr>
<tr>
<td>16. Senate Intercollegiate Athletics Committee</td>
<td>F</td>
<td>S</td>
</tr>
<tr>
<td>17. Senate Legislative Affairs Committee</td>
<td>U</td>
<td></td>
</tr>
<tr>
<td>18. Senate Library Committee</td>
<td>F</td>
<td>AP</td>
</tr>
<tr>
<td>19. Senate Scholarly Activities Committee</td>
<td>F</td>
<td>R</td>
</tr>
<tr>
<td>20. Senate Special Review Committee Pool</td>
<td>F</td>
<td>HR</td>
</tr>
<tr>
<td>21. Senate Standing Committee on Faculty Rights</td>
<td>F</td>
<td>HR</td>
</tr>
<tr>
<td>22. Senate Student Academic Standards Committee</td>
<td>F</td>
<td>S</td>
</tr>
<tr>
<td>23. Senate University Assessment Committee</td>
<td>F</td>
<td>PRA/AP</td>
</tr>
</tbody>
</table>

**Body**
- **F** Faculty
- **S** Students
- **F&U** Faculty/University

**Function**
- **S** Students
- **P/B** Planning / Budget
- **HR** Human Resources
- **R** Research
- **AP** Academic Planning
- **PRA** Program Review / Assessment
### 2013-2014 Proposed Timeline for Decision-Making

<table>
<thead>
<tr>
<th>Decision-Making Step</th>
<th>Proposed Date to Occur</th>
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<tbody>
<tr>
<td>Proposal presented to University Senate Executive Committee</td>
<td>16 April 2014</td>
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<tr>
<td>Proposal announced at University Council</td>
<td>30 April 2014</td>
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<tr>
<td>Proposal announced at University Senate</td>
<td>1 May 2014</td>
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<tr>
<td>Proposal disseminated to faculty and other constituent groups</td>
<td>2 May 2014</td>
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<tr>
<td>Open Comment Period</td>
<td>2 May 2014 – 15 September 2014</td>
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<tr>
<td>Faculty Forum</td>
<td>TBD 8 May 2014</td>
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<tr>
<td>Summer Break</td>
<td></td>
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<tr>
<td>Faculty Forum</td>
<td>TBD September 2014</td>
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<tr>
<td>Proposal Revision based on Forum feedback and comments</td>
<td>September and October 2014</td>
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<tr>
<td>Revised Proposal disseminated to faculty and other constituent groups with survey results</td>
<td>January 2015</td>
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<td>Motion to University Senate To approved the concept of a Faculty Senate and revision of the University Senate. The Chair of University Senate will appoint constitutional committees for both bodies.</td>
<td>Jan/Feb 2015</td>
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**IF MOTION PASSES:**

| Appointment of constitutional committees with a deadline for draft constitutions to be available for comment | Feb 2015 |

**PROCESS FOR ADOPTION:**

| University Senate (twice)                                                          |                                               |
| UND President                                                                      |                                               |
| NDUS Chancellor                                                                    |                                               |

*This process still needs to be clarified/finalized*