University Senate Agenda
February 2024 Meeting

TO: Members of the University Senate

FROM: Sarah Robinson, University Senate Chair, 2023-2024

SUBJECT: February 1, University Senate Meeting

DATE: January 25, 2024

The February 2024 meeting of the University Senate will be held on Thursday, February 1st, 2024, from 3:30-5pm via Zoom. Voting members should use the personalized link they were sent to join the webinar as a panelist. Please check your clutter/junk/spam folder if you do not see the invitation in your inbox. A public link for visitors is posted on the Senate website and in the University Letter.

I. Call to Order (Chair Sarah Robinson)

II. Establish Quorum (Secretary Scott Correll)

III. Consent calendar:

    1. Review and approve December 7, 2023, meeting minutes (attached)

    2. UCC Committee Report (attached)

IV. Business calendar:

    1. Academic Policies proposed change to Incomplete Grade

    2. Change in Academic Catalog Policy

    3. Change in Course Alerts

    4. Updated Academic Warning Proposal

    5. Honorary Degree Candidates (attached)

V. Announcements:

    1. Senate Executive Committee Report (Chair Sarah Robinson)

    2. Blackboard and DUO information (attached) (Madhavi Marasinghe)

    3. Council of College Faculties update (Daphne Pederson)

UNIVERSITY OF NORTH DAKOTA
LEADERS IN ACTION.

4. Staff Senate update (Mike Wozniak)

5. Student Government update (Ella Nelson)

6. Updates from the Provost (Eric Link)

7. Question period (max 20 minutes)

VI. Adjourn

1.

The December meeting of the University Senate was held at 3:30 p.m. on Thursday, December 7, 2023, via Zoom Conference. University Senate Chair Sarah Robinson presided.

2.

The following members of the Senate were present:

Anderson, Sonya	Hove, Hannah	Moritz, Sandra
Anvari-Clark, Jeffrey	Hume, Wendelin	Munski, Douglas
Azizova, Zarrina	Iseminger, Colt	Newman, Robert
Bakke, Rebecca	Johnson, Amber	Novak, Michelle
Beltz, Michael	Kehn, Andre	Oancea, Cristina
Bjorg , Renae	Kinney, Anna Marie	Pokornowski, Alex
Blankenship, Jonathan	Kraus, Robert	Reading, Patrick
Bowman, Frank	Legerski, Elizabeth	Rundquist, Brad
Correll, Scott	Lim, Yeo Howe	Sauer, Michelle
Dahlke, Rachel	Link, Eric	Shogren, Maridee
Dodge, Michael	Liu, Jun	Smart, Kathy
Doze, Van	Malloy, Art	Swanson, Brenna
Elderini, Tarek	Marquis, Jared	Urban, Shanna
Emter, Adelyn	Masursky, Danielle	Wozniak, Mike
Gjellstad, Melissa	Mayo, Whitney	Zerr, Ryan
Grave, Shannon	Milavetz, Barry	

3.

The following members of the Senate were absent:

Alberts, Crystal	Mihelich, John
Anderson, Brynn	Mongeon-Stewart, Karla
Armacost, Andy	Mosher, Sarah
Bichel, Rebecca	Nelson, Ella
Bjorgaard, Stacy	Nelson, Chris
Cox, Paula	Pappas, Brian
Ferguson, Connor	Petros, Thomas
Grijalva, James	Price, Samantha
Henley, Amy	Rajpathy, Odele
Hoffmann, Mark	Saga, Lea
Homstad, Stephanie	Seddoh, Amebu
Hoppenrath, Joseph	Singhal, Sandeep
Hunter, Cheryl	Sperle, James
Jendrysik, Mark	Tande, Brian
Keengwe, Grace	Tatro, Lauren
Kempel, Sarah	Traynor, Paul
Lawson-Body, Assion	Wallace , Alfred
Linder, Meloney	Wintermute, Kaleb
Martin, Noelle	Wynne, Joshua
Maskaly, Jonathan	

4.

Quorum was established.

5.

Without objection, the minutes from the University Senate on October 5, 2023, were approved.

6.

Ms. Robinson called attention to the University Assessment Committee Annual report. With objection, the report was filed.

7.

Ms. Robinson called attention to the University Senate Curriculum Committee monthly report. With objection, the report was filed.

8.

Ms. Robinson called attention to the December Graduation list. Mr. Trainer moved to approved. Mr. Munski seconded. The motion carried unanimously.

9.

Ms. Robinson announced to please submit your committee review if you have not done so yet. Ms. Robinson also discussed a follow up to a question about student accessibility. It was taken to the DEI committee for discussion. The committee is exploring adding accessibility to its title and charge.

10.

Mr. Schellpfeffer announced the site visit for the HLC review will be April 22nd and 23rd, 2024. The assurance argument is a 35,000 word document that covers the five criterion of accreditation. It will be available to the campus community in early January. There will be open forums in January for the campus community members to attend and provide feedback. A student survey will be launched in early 2024 to the student community as required by HLC guidelines.

11.

Ms. Peterson provided updates from the Council of College Faculties. The CCF sent a letter to the SBHE about the restructuring occurring at DSU. CCF has been asked to provide feedback to the ad hoc post tenure review committee.

12.

Mr. Wozniak provided a Staff Senate update. Events have been going very well. The State Staff Senate brought to attention weather closure guidelines and they would prefer it to be similar across the system. The consensus is that a campus employee should not be required to work during a closure and that remote employees would use their local conditions to determine working.

13.

Mr. Moedl provided updates from Student Government. Student Government has allocated money to the career closet for professional clothes. Monies were also allocated to self-defense a stress kits. There is discussion about traveling trophy for football. Discussion is also occurring regarding blue light replacements and possible call boxes to the underground tunnels.

14.

Mr. Link provided updates from Academic Affairs. Enrollment for the spring semester is remarkably good. Karyn Plumm and her team have done great work with retention and orienting new transfer students. Randi Tanglen and her team provided an updated new faculty orientation, ongoing workshops, and a mid-career faculty learning community. Varsity Esports program is housed in the garden level of Swanson. Mr. Link encourages you to visit their site. Mary Kirby is the new honors program director. Phil Goldblum is the new deputy CIO. Scott Snyder is the new Vice President for Research and Economic Development. The CEHD dean search is ongoing with finalists coming to campus in January. The search for the Essential Studies director did not result in a hire. There will be a program review for the essential studies program. Merrifield Hall renovation is ongoing with windows being installed this week. Our 300 laboratories have been inspected over the past week. There will be a consultant who will study UND parking on campus coming this spring.

15.

The twenty minute question and answer period opened at 4:24 p.m. Mr. Newman commented that the faculty are concerned about the future of the essential studies program. Mr. Link invited feedback and looks forward to reading the letter. Ms. Legerski had a question about the SELFI remaining open during the final exam period. Mr. Link stated he just heard about any concerns today. Please send him an email. Mr. Kehn stated that he emailed Matt Berosik to close the Psychology department early. Mr. Sauer inquired if the start times would return to the top of hour. Also asked was that activities could begin with class start times. Mr. Correll reminded everyone that this procedure was voted on and approved during the 2022-2023 University Senate season. Ms. Mayo inquired about signage for the coolie regarding ice safety. Mr. Link will reach out to the Office of Safety. The question period ended at 4:41 p.m.

16.

The meeting adjourned at 4:42 p.m.

Scott Correll, Secretary
University Senate

Incomplete Grades

It is expected that students will complete all requirements for a course during the time frame of the course. For reasons beyond a student's control, and upon request by the student or on behalf of the student, an incomplete grade may be assigned by the instructor when there is reasonable certainty the student will successfully complete the course without retaking it. The mark "I," Incomplete, will be assigned only to the student who has been in attendance and has done satisfactory work up to a time within four weeks of the close of the semester, including the examination period, and whose work is incomplete for reasons satisfactory to his or her instructor. Incompletes are entered on the final grade roster ~~sheet~~, and instructors must also complete ~~sign~~ and submit a "Report of Incomplete Grade" form to the Office of the Registrar. The instructor may choose any date no later than 12 months after the end of the course ~~one~~

~~of the following options~~ for the deadline to complete the course.

~~1. The default date as stated in the UND Schedule of Courses.~~

~~2. Extend to 12 calendar months after the end of the course.~~

~~3. A date of the instructor's choosing no later than 12 months after the end of the course.~~

Incomplete grades will convert to a grade of "F" if a grade is not submitted by the instructor to the Office of the Registrar on or before the deadline written on the "Report of Incomplete Grade" form.

~~The instructor of the course and the Dean of the School of Graduate Studies must approve and sign the Report of Incomplete Grade form for any extension of incomplete beyond the default date listed in the UND Schedule of Courses.~~

It is the student's responsibility to contact their instructor about an incomplete grade posted on the final grade roster~~report~~.

An "I" may be converted as indicated above but cannot be expunged from the record. Students may not register for courses in which they currently hold grades of incomplete, except for courses that allow repeated enrollment. A

student will not be allowed to graduate with an unconverted incomplete grade

on the academic record.

Change in Academic Catalog policy: https://und-public.courseleaf.com/undergraduateacademicinformation/undergraduateacademicinformation/thegradingsystem/

Current:

Deficiency Reports

Individual mid-term reports of unsatisfactory work (i.e., D, F, and U) of students are made by all instructors at the end of the first eight weeks of the semester. A grade of D is considered unsatisfactory although it is a passing grade. The Registrar sends deficiency reports to students who have been reported deficient. Reports of deficiency are also sent to the academic deans and advisors to be used for advisement purposes. Deficiency grades do not appear on the student's permanent record. It is also the student's responsibility to keep informed of his/her own performance in a class.

Proposed change:

Midterm Reports

Individual mid-term reports of students are made by all instructors at the end of the first seven weeks of the semester. Midterm reports do not appear on the permanent record. Midterm reports are made available to students, advisors, and faculty. Students may be asked to contact their instructor(s) or advisor. Advisors may also reach out to students with information to aid in student success. It is the student's responsibility to keep informed of their own performance in a class.

Change in Course Alerts

As we move from Starfish to Civitas (branded name coming soon!), some features will change and with that, some practices. We would like to reduce the number of times instructors complete course-wide alerts in favor of providing better quality information once during the semester. Instructors can still provide individual students alerts at any time. Alerts for individual courses (e.g., individual research, readings, internships) are not expected. Please see the breakdown of the two systems below:

Asks for course-wide alerts:

Currently (in Starfish)	Beginning Summer 2024 (in Civitas)
After the 3rd week: early alert progress survey	After the 3rd week: Early Alert reporting will be OPTIONAL
After the 7th week: midterm deficiency progress survey	After the 7th week: Midterm Checkpoint Alerts (student athletics will use these as well so no additional form required)
After the 7th week: grades first report (if you have student athletes in your course)	

Alert Options:

Currently (in Starfish)	Beginning Summer 2024 (in Civitas)
Kudos	Commendation
Flag	Medium Alert
	High Alert

Reasons for Alerts:

Currently (in Starfish)	Beginning Summer 2024 (in Civitas)
Great Work	Attendance/Participation
In Danger of Failing	Quality of Written Work
No Show	Exam/Quiz Scores
Referral Tutoring & Learning Services	Current Performance Above Average (A-B Range)
Showing Improvement	Current Performance Average (C Range)

Midterm Deficiency	Current Performance Below Average (D-F Range)
	Improvement in Course Performance

*If medium alert is selected and no additional feedback is necessary, choosing the current performance range will suffice (i.e., multiple reasons do NOT need to be chosen but are available if instructors would like to provide them).

Requested Response for Alerts (chosen by instructors):

Currently (in Starfish)	Beginning Summer 2024 (in Civitas)
N/A	Student should contact instructor
	Student should contact advisor
	Student should contact Writing Center
	Student should contact Study Skills/Tutoring
	Student should contact Experiential Learning Center
	Advisor should contact student
	Advisor should provide resources to student

*Instructors do not need to request a response. This can be left blank. They are available if instructors would like to provide them.

U N I V E R S I T Y O F
NORTH DAKOTA
DIVISION OF ACADEMIC AFFAIRS

**Student Academic Success
& Career Engagement**
McCannel Hall 280
2891 2nd Ave N Stop 7143
Grand Forks, ND 58202-7143

Request: Recommendation to change "academic probation" to "academic warning" at the University of North Dakota

Dear Academic Policies and Admissions committee members:

At the University of North Dakota, students who do not meet the cumulative and UND grade point average requirements stated in the "Undergraduate Probation, Suspension, and Dismissal Policy" in the academic catalog are placed on "academic probation" (UND, 2023). The purpose of academic probation is to warn students that they are not making successful academic progress, may face suspension or dismissal if their academic performance does not improve, and to assist them in improving their performance through supportive intervention (College Transition Collaborative [CTC], 2023).

Academic Core Advisors recommend replacing the phrase "academic probation" with "academic warning" in all UND policies and programming. The shift to 'academic warning" from "academic probation" would alert a student that their academic performance is not meeting standards. The new phrase would parallel "financial aid warning," which is used to warn students when they are close to not meeting satisfactory academic progress.

Several institutions, including those linked below, use the word "warning" instead of "probation" to alert a student about their unsatisfactory academic performance:

Minnesota State University Mankato
California State University Long Beach
Pennsylvania State University
University of Alabama at Tuscaloosa
University of Colorado Boulder
University of Virginia – College of Arts & Sciences

By describing students in neutral terms, instead of using the legal and criminalized term "probation" to describe students, we would align with the UND LEADS Strategic Plan pillar of "affinity" (UND, 2023). Furthermore, the phrase "academic warning" describes more literally what the action is- a warning to a student that suspension and/or dismissal could follow if their performance does not improve. We urge you to support this effort to update the language used to describe students who are falling short of satisfactory academic progress, thereby building affinity on campus.

Signed in support,

Karyn Plumm, Vice Provost for Undergraduate Studies and Student Success
Ashley Vigen, Director of Student Academic Success
Chelsea Mellenthin, Director of Career Engagement
Brittany Borgen, Academic Core Advisor
Tammy Mulske, Academic Core Advisor
Daniel Cooley, Academic Core Advisor
Jake Vivier, Academic Core Advisor
Katie Meyer, Academic Core Advisor
Kaylee Scheer, Academic Core Advisor
Lindsay Archer, Academic Core Advisor

From: Dana Harsell, Chair, University Honorary Degree Committee
Date: January 19, 2024
Re: Honorary Degree Candidates

The College of Arts & Sciences forwarded two candidates, and the College of Engineering & Mines and the Nistler College of Business & Public Administration each forwarded one candidate to the Honorary Degree Committee. The Committee met and considered each nomination on January 08, 2024 and agreed without objection to forward the nominees to the University Senate for full consideration.

Candidate 1 grew up in Fargo, ND and graduated with a BA in Political Science from UND in 1990. The candidate was awarded a prestigious Harry S. Truman Scholarship and later earned a Master of Public Administration and a Master's in National Resources Strategy. The candidate is a seasoned public servant and has directed the budget for a US cabinet-level department since 2010, overseeing budget formulation, presentation, justification, and execution of funds control for outlays of approximately $20 billion. Previously, they directed financial management for an Office within the Department of the Navy, overseeing a $2.6 billion budget. During their tenure, the Office earned eleven financial management awards. The candidate's significant impact on governance includes participation in the Reinventing Human Resources Management Team and receiving the Department of the Navy Superior Civilian Service Award. The candidate has generously contributed their time to UND, serving as a distinguished speaker for the Hultberg Lectureship and supporting student initiatives.

Candidate 2 is a native of Thompson, ND, a UND alum, and is a prominent figure in artificial intelligence research and deployment as the co-founder and former president of a prominent artificial intelligence company and a driving force behind a popular AI application. Prior to this, the candidate served as the founding engineer and CTO of a prominent internet payment service, growing the company from four to 250 employees. In recognition for research and work done at UND, the candidate participated as a finalist in the Intel Science Talent search (and was the first finalist from ND to participate since 1973). The candidate's influence on the development of AI is evident through scholarly writings, high-profile interviews, TED talks, and notable features in Forbes, Wired, and Time, among other media outlets. They actively contribute to open-source projects and have testified as an AI expert before the US Senate.

Candidate 3 is a native of Hettinger, ND and a UND alum. This candidate has held various roles such as senior advisor, consultant, and four-time CEO, leading several prominent national and international organizations. The candidate also demonstrates an extensive commitment to philanthropic endeavors, serving on or consulting for over 50 nonprofit boards (including chairing several prominent national nonprofit boards). With deep connections to North Dakota, they have served UND in various capacities, fostering student engagement and success. The candidate had received global recognition for their work and has been awarded three different honorary Doctor of Humane Letters degrees during the 1990s and 2000s.

Candidate 4 is an accomplished alum of Minot State University. Starting their career in the family farming business, they went on to establish successful oil and gas businesses. The candidate's leadership in the industry is evident through serving on the North Dakota Petroleum Council Board of Directors, and gubernatorial appointments to the Interstate Oil and Gas Compact Commission, and the Oil and Gas Research Council. Their achievements have been recognized with several awards, including the Energy & Environmental Research Center's Pioneer Award, the North Dakota Petroleum Council, Hall of Fame in 2013, and a Minot State recognition award. The candidate's philanthropic endeavors include a commitment to education and community welfare. The candidate and their spouse have supported the North Dakota Heritage Center, established scholarship endowments for UND football and hockey, and provided financial support to the UND Nodak Insurance Company Sports Performance Center.

Subject: Implementation of multi-factor in Blackboard

Dear University Senate,

With the increase in cybersecurity incidents across industries, the North Dakota University System (NDUS) will implement multi-factor authentication (MFA/**DUO**) on **Blackboard** for **faculty and staff** on **Tuesday, March 5**. MFA for **students** will be implemented on **Monday, May 13**. MFA adds an extra layer of security to protect your online accounts against cyber criminals and helps protect all UND students, staff, and faculty from unauthorized intrusions and data breaches. The DUO authentication will be very similar to how you authenticate to other software you work with, such as Office 365, Campus Solutions, HRMS, Finance, Jaggaer, etc.

The North Dakota Student Association and the Council of College Faculties have been apprised of pending changes to Blackboard.

NDUS and UND are working towards minimizing the impact on the community as much as possible while keeping it cyber-safe. In preparation for DUO implementation on Blackboard, we ask that you do the following **before March 5, 2024**.

- Ensure you have the DUO app on your smartphone and it is set to receive notifications for confirmation
- Ensure your DUO authentication information is correct in Duo Device Management
- Ensure your phone numbers in Duo Device Management are the same as in HRMS
- Ensure you have multiple devices and/or phone numbers registered in Duo Device Management
- If you need a token (hardware), please reach out to UIT ASAP by submitting a help ticket.

The knowledge base article on Duo Two-Factor Authentication will provide information to help you install the DUO app, FAQs, troubleshoot issues, etc.

We are working on incorporating some additional FAQs into DUO FAQs. In the meantime, here are some answers to questions you may have about this rollout.

- I use the computer in the classroom to log in to Blackboard. What if I forget to bring the phone to the classroom?
    - If you are not used to carrying the phone to the classroom, several options exist to address it proactively.
        - UIT can provide a set of passcodes to be kept in a safe place. The codes are valid for 180 days. Each code can be used only once.
        - UIT can provide a token (small hardware) to be attached to a key chain.
- What if there is no cell service in the classroom?
    - You can enable Wi-Fi calling by connecting to the UND network.
- Is a smartphone required in the classroom?
    - No, a smartphone makes for an easier and more secure experience with DUO. However, a non-smartphone device can be enrolled to receive SMS or a phone call.
- Do I have to MFA every time I log in to Blackboard?
    - No. After authenticating to Blackboard, you can check remember for 10 hours at the DUO screen, allowing you to access Blackboard from the same device without verifying within 10 hours.

- Why implement DUO in Blackboard during the semester for faculty/staff?
    - Staggering the implementation of DUO for faculty/staff and students will allow NDUS and UND to provide better support by concentrating on a specific user group, ensuring a smoother transition, and providing faculty/staff time to familiarize themselves with MFA in Blackboard before the students are onboarded.

As we strive to keep our university cyber safe, your support and patience as we transition to DUO in Blackboard is greatly appreciated. Please reach out if you have any questions or concerns with this rollout.

Sincerely,

Madhavi Marasinghe
Chief Information Officer
University of North Dakota