

Minutes of the University Council Meeting  
May 13, 2015

Melissa Gjellstad, Chair of University Senate, called the meeting of the University Council to order at 3:30 p.m. in the Lecture Bowl at the Memorial Union.

Ms. Gjellstad welcomed those in attendance, described the format of the meeting and explained the structure of University Council and University Senate. She then introduced President Kelley for his address to the University Council.

President Kelley thanked Ms. Gjellstad for all her hard work this past year. He then introduced Matthew Kopp, the new Student Body President. He thanked all for coming and explained that he will provide a summary of where we have been and what we have accomplished this year. President Kelley also thanked Sharley Kurtz for her service as President of Staff Senate and congratulated her on the Ken and Toby Baker Award.

The President shared that there are new funds available for faculty. President and Marcia Kelley are honored to have set up an endowment for shared governance in their name. There is also a UND endowment to help pre-tenure faculty and there is \$30,000 for a pilot project to work with scientific research. The Provost has \$10,000 for a research scholarship in the Humanities. The President expressed appreciation for the work that has been done regarding research and scholarship.

President Kelley shared that he will find ways to increase communication. There will be more communication and collaboration in budgetary and fiscal matters. He stated that communication goes both ways and he asked for a commitment from the entire campus community to communicate more effectively. President Kelley committed to finding those avenues for more productive ways to communicate, e.g., an increase in town-hall type meetings.

President Kelley reported that at the last University Senate meeting there was a question on phased early retirement. He indicated that they do not have all the answers yet, but described the approach for answers and clarity. He stated that shared governance is very important to him and perhaps the definition of shared governance is not the same for all, but that we can search for common definitions and move ahead together. On the issue raised regarding consultants, there are concerns that he agreed with. There are some areas that need external consultants, e.g., budget models and allocation of resources, and occasionally, search consultants are very helpful. But there are also ways to tap internal talent. He stated they will be concerned with good stewardship.

President Kelley stated there are many good things happening. For capital improvements, he called attention to the Athletics High Performance Center, the Wilkerson Commons, groundbreaking for Robin Hall, the Law School renovation and addition, the Collaborative Energy Complex, and the new Medical School building. The Nickname Committee is making progress and will work through the summer.

The President then asked Vice President Alice Brekke to report on the Legislative actions and appropriations. She first asked everyone to thank their local legislators for their work on UND's behalf.

Ms. Brekke reported on House Bill 1003. She indicated that the state appropriation, on average, was an 8.5% budget increase for the state share of salary increases, fringe increases and the cost to continue. The second year of the increase is not covered. The student share of the budget is a tuition increase that she said she would address later. Regarding operations, there is \$17.6 million for the general fund, including the Medical School. There is \$18.7 million to go directly to the Medical School to ramp-up increased workforce of medical graduates. There is \$6 million in general funds for the airport stage-one runway repair. There is identified student engagement space that will be supported by donor funds. The donor funds provide the needed matching funds. There is \$760,000 for a new roof for the North Dakota Museum of Art. There is a \$3.5 million pool of funds from which UND can make project requests for approval for deferred maintenance repairs. There are safety and security funds from which UND can apply for funds to be used for surveillance and electronic door access. There is a \$4.4 million fund for UND normal extraordinary repairs. This fund requires a 2 for 1 dollar match. To access all the funds, UND must find \$8.8 million. There is an appropriation of \$13.6 million to expand the Wilson Core and Sample Library.

There is a cap on the rate of tuition increase of 2.5% each year of the biennium, excluding the Medical School. The tuition cap can be exceeded but requires approval; UND will not request to exceed the 2.5% maximum. With the estimate of tuition and the 2.5% increase, there is a gap. Due to the three-week time to craft the budget, the plan at this time is to proceed with the regular budget process. In the fall, there will be a look at near-term and long-term ways to bridge the gap.

The Legislature renewed the Challenge Grant, which has \$7 million for a donor fund match. UND will provide \$2 and the Challenge Grant will provide \$1; additionally, the first \$2 million must be for scholarships. It cannot be used for capital projects, facility repairs or athletic scholarships.

Ms. Brekke then spoke of several policy impacts of House Bill 1003. First was functional consolidation of Core Technology Services (CTS) through delivery systems established by the State Board of Higher Education (SBHE); the impact of this is not known. The Workforce Education Council is unified with Workforce Technical Education, but this does not impact UND. The SBHE funding formula was fine-tuned; there was not a lot of impact for UND. The inflationary factor does not impact UND, but we had hoped for an increase; UND will live within the limits. The Student Assistance Fund provided for the North Dakota Scholars program.

Two items of impact regard the North Dakota University System (NDUS) attorneys and internal auditors. The Legislature has revoked the authority of NDUS to employ attorneys to represent the individual institutions. The Attorney General's Office will be

the service provider for all attorney services for NDUS, including UND. The campus will need a way to access services. How this will be done is unknown, but there will be more to come. Internal Audit was first moved to NDUS and is now moved to the State Auditor's Office. The State Auditor clearly cannot be both internal and state auditor; therefore, the State Auditor will employ internal auditors. The SBHE has funds for internal audit. How this will all work is unknown; however, the State Auditor has stated that UND still has responsibility for compliance and monitoring.

In the past, the budget process used operations and capital, but not line items. Now, the budget will be submitted as all other state agency unit budgets and will be delving into very detailed line item budgets. There is a requirement for the SBHE to correct data inconsistencies across the eleven institutions. Ms. Brekke gave examples of what will be addressed.

The Legislature decreased operating funds for the NDUS System Office; this will present challenges. The new chancellor will have the opportunity to provide a staffing plan and may get some funds returned.

There is now a requirement in Senate Bill 2150, that students and student organizations have the right to counsel when violations of policy could result in being expelled. This requirement is not for academic violations or proceedings.

Ms. Brekke then took questions:

1. Regarding other capital needs and issues, Ms. Brekke indicated they are working through preliminary plans and there will be more conversations in the fall.
2. Regarding the tuition matter, Ms. Brekke indicated that 3.7% was requested and the gap is expected to be about \$5 million. She indicated there will be more conversations on this. As for enrollment, there is the hope that it will be stable.
3. Regarding taking older buildings off-line, there was an initial list proposed. They were proposed due to a condition index and historical consideration. This is an evolving conversation and all will be well informed.
4. Regarding paying student athletes for the cost of living, Ms. Brekke stated that it is too early to know what will happen and she does not have enough information to comment.
5. There were, when the athletic budget for Division I was created, guidelines for developing the budget. The question was how resources in the new budget process will be assigned to athletics for this. Ms. Brekke indicated that it will have to be determined how to figure out the dollar assignment.

Ms. Gjellstad presented an overview of the University Senate accomplishments. She indicated that the goal was to make the work of the University Senate more visible and improve communication flow. She appreciated the work of the Senators and indicated that there were working sessions at the monthly meetings. Senators were asked to take information from the meetings back to their constituents. There was outreach and communication to the University Senate Committee chairs.

Ms. Gjellstad reported that the University Senate standing committees have been busy:

- The Legislative Affairs Committee worked on Measure 3, co-hosted an educational session, and was busy informing Senators on the legislation and advocating for legal counsel and auditors on HB 1003.
- The Budget, Reallocation, and Restructuring Committee worked to understand the new budget model and increase campus financial literacy. They revised the Committee membership and conducted three “Budget 101” sessions.
- The Academic Policies and Admissions Committee addressed class standing definitions for undergraduates, passed the major declaration policy, had a discussion on whether to change the total credits required for an undergraduate degree, passed a confirmation tuition deposit and application priority deadline, and adjusted the cooperative education policy.
- The Conflict of Interest/Scientific Misconduct Committee passed the Institutional Conflict of Interest Policy in Human Subject Research.
- The Library Committee renewed engagement of the campus community, particularly in space and services redesign and sustainable funding. They brought a resolution to the University Senate regarding sustainable financial support for the Chester Fritz Library.
- The Essential Studies Committee completed program review, participated in the search for the new director, changed the Committee charge and looked into the role of faculty governance in general education.
- The University Curriculum Committee completed tremendous work to approve new courses, programs, and all the course and program changes for the new catalog. They revised the Committee membership and are having conversations to align and streamline the process of curricular approvals and offered guidance for all levels of curricular change.
- The Committee on Committees completed elections for the Senators and standing Senate Committees. There were an increased number of survey responses this year, indicating faculty’s interest and willingness to participate in shared governance.
- The Senate Executive Committee work included Senate bylaw changes to enact policy and create functional process; planning and engaging dialogue between University Senate members, committees, and leadership through the New Senator Coffee, the Senate Committee Chairs Luncheon, and the Soirée after the last University Senate meeting of the year; amending standing University Senate Committee charges; reviewing campus policies on cost share, closeouts, and cooperative education; conducting working sessions that resulted in the “Top 5 Topics” list that drove the University Senate agenda where invited speakers addressed the budget model, Title IX, core technology and IT security, Essential Studies, and the Community and Campus Committee (high risk alcohol consumption) at monthly meetings; and establishing a Faculty Travel and Research Funding subcommittee, which conducted a survey, which is now posted with the preliminary results on the University Senate webpage.

An additional important role was filled by the directed work of the University Senate Ad Hoc Committees:

- Student Evaluation of Teaching (USAT) was formed in spring 2014. They assessed the current instrument, reviewed application and literature on best practices, interfaced with Promotion, Tenure and Evaluation (PTE) processes, and made recommendations for a new SET form. In fall 2015, the Student Evaluation of Teaching Implementation Committee (SETIC) will hold a campus forum and choose a SET form to pilot.
- Shared Governance and Leadership held the third Campus Conversations in fall 2014 on PTE Faculty Engagement. The Faculty Book Group read *Locus of Authority: The Evolution of Faculty Roles in the Governance of Higher Education* (William Bowen & Eugene Tobin). The recommendation of a whitepaper from participating faculty in an earlier Shared Governance and Leadership Interest Group (SGLIG) resulted in the formation of the new President Robert and Marcia Kelley Collaborative Governance Award.
- Committee on Shared Governance worked on the three Faculty Senate proposals. There was a Faculty Senate forum in the fall and a survey of all benefited faculty on Faculty Governance. The survey results were analyzed, presented, and discussed. There was a referendum to form a Faculty Senate (39% responded; of that group, 80% responded yes), at March and April Senate meetings there was a motion to endorse a Faculty Senate and a motion for the Senate Chair to form two committees to construct a constitution and bylaws over the summer for discussion on the fall University Senate agenda. The committees are being established, but with the elections recently completed for staff and students, there will be discussion with leadership and a request for representatives from the newly elected Staff Senate and Student Government leadership teams.

Announcements:

- SOAR – Program Prioritization
- The Promotion, Tenure and Evaluation Working Group was constituted and is working
- The Ombuds is hired. This has been a cause championed by University Senate for a long time.
- A faculty member was appointed to the Nickname Committee
- The Parking Survey was reviewed
- Outreach to Alice Clark and new faculty
- The improved Senate webpage – <http://und.edu/university-senate/>. There will be headshots of AY 2015-16 Senators and Committee Chairs on the website in the fall.

Ms. Gjellstad thanked all who have done the work of the University Senate. She mentioned the committee chairs; the administrative units, offices and key staff who support the committee work; she made special note of Suzanne Anderson and Lori Hofland of the Registrar's Office; the entire SOAR process, e.g., the Coordinating Committee, the Facilitation Team, the Task Force co-chairs, the Task Forces, Authors, and Approvers; President Kelley and the Vice Presidents; Provost DiLorenzo's financial

support of University Senate and his leadership team, including Diane Hadden; the University Senate Executive Committee: faculty Dana Harsell and Kanishka Marasinghe, CCF rep Eric Murphy, Staff Senate President Sharley Kurtz and UND Student Government President Tanner Franklin, VPAA Tom DiLorenzo, Registrar Suzanne Anderson, Past Senate Chair Ryan Zerr and Vice-Chair/Chair Elect Rebecca Weaver-Hightower.

Matters Arising:

- Ms. Mikulak asked about the possibility of a faculty lounge. President Kelley indicated there is a possibility, but it requires cooperation with retail business surrounding the campus.
- Ms. Rakow asked if the University Senate Committee meetings, agendas and minutes could be posted on the Senate website. Ms. Gjellstad indicated that that is part of the Senate conversation. She indicated that on the new website it should be possible.
- Mr. Weatherly thanked Ms. Gjellstad for her service as University Senate Chair and there was applause.
- The meeting adjourned at 4:15 p.m.

Suzanne Anderson, Secretary  
University Council