

Minutes of the University Senate Meeting  
October 3, 2002

1.

The October meeting of the University Senate was held at 4:05 p.m. on Thursday, October 3, 2002 in Room 7, Gamble Hall. Jan Goodwin presided.

2.

The following members of the Senate were present:

Alleva, Patti	Hansen, Kenneth	Norman, Katherine
Anderson, Angie	Heitkamp, Thomasine	Okunishi, Takeshi
Bagheri, Fathollah	Hoffmann, Mark	Perry, David
Baker, Adam	Hume, Wendelin	Petros, Thomas
Bartsch, Brent	Jackson, Jon	Porter, James
Benoit, Joseph	Jenniges, Sharleen	Porter, Kimberly
Blackburn, Royce	Jeno, Susan	Potvin, Martha
Boyd, Robert	Jerath, Sukhvarsh	Rakow, Lana
Bridewell, John	Jose, Matt	Romanick, Mark
Davis, Jeremy	Kenville, Kimberly	Romero, Alan
Elbert, Dennis	Knight, Barbara	Ruff, Nick
Elsinga, Lillian	Krogh, Nancy	Ryan, Steffen
Ettling, John	Kupchella, Charles	Stanlake, Lowell
Fivizzani, Albert	Lee, Randy	Thompson, Myra
Gagnon, Gregory	Levang, Chris	Thureen, Faythe
Gallager, Robert	Lovseth, Jon	Venhuizen, Brett
Gerber, Anne	Marshall, David	Watson, John
Goenner, Cullen	Murphy, Eric	Zidon, Margaret
Goodwin, Janice	Nichols, Elizabeth	

3.

The following members of the Senate were absent:

DeMers, Judy	Rice, Daniel	Smith, Bruce
Drewes, Mary	Shaeffer, James	Stofferahn, Curtis
Hanhan, Sara	Shaeffer, Margaret	Stolt, Wilbur
Hikins, James	Sheridan, William	Tiffany, Mark
McBride, Rosanne	Skramstad, Allan	Wilson, H. David

4.

The following announcements were made:

A. John Bridewell has been appointed by the Chair to be parliamentarian of the Senate. The Chair reminded members of the Senate about voting record procedures. Please print your name at the top and sign at the bottom for official purposes. The Chair will try to remind members which line the vote should be recorded for. There are two types of votes: one recorded and one not. One person speaks at a time. Everyone gets a chance to speak once before someone gets to speak again, and try to limit comments to two minutes, staying on point.

B. Mr. Bridewell gave a review of the Standing Rules of the University Senate and the Sturgis Rules of Order. Committee reports or motions may be presented by the Senate reports or motions. A committee motion does not require a second. Only one motion may be discussed at a time. The Standing Rules allow members who are not senators to present their committee report.

When a motion is presented it cannot be ignored, but must be considered. Mr. Bridewell discussed how motions may be amended and the order in which amendments and motions are considered. He also reviewed the protocol for tabling a motion. He reviewed the difference between closing the discussion or moving on to the vote after all discussion has occurred.

C. The Chair reminded the senators that the deadline for seed money proposals is October 9.

D. The second forum considering the proposed revisions to the UND Constitution will be held on October 10. A special Senate meeting will be held on October 24. The only agenda item will be the revisions to the Constitution.

Mr. Petros moved, in the spirit of allowing the broadest possible discussion, to allow visitors to that senate meeting to speak without recognition from the Chair. Mr. Murphy offered a friendly amendment to put a time limit of two minutes on discussion, which was accepted by Mr. Petros. Discussion ensued. Motion carried on a vote of 52 in favor and 2 against with 1 abstention.

E. Mr. Petros announced that the NDUS Arts and Humanities Summit will be hosted on campus on October 6-8, 2002.

F. Mr. Ryan announced that there will be a debate on the youth initiative next week in the Union.

G. Mr. Benoit announced that the Graduate Faculty approved the changes to the Constitution.

5.

The Chair asked for corrections or additions to the September 5, 2002 minutes. There being none, Mr. Petros moved to approve the minutes. The motion carried.

6.

The Chair opened the question period at 4:27 p.m. Hearing none, the chair closed the question period.

7.

Mr. Lee moved to receive and file the annual reports from the Faculty Instructional Development Committee, the Honors Committee, and the University Assessment Committee. The motion carried.

8.

Mr. Ettlting asked that the harassment document be removed from the agenda.

9.

Ms. Krogh moved to approve the engineering science minor. Discussion ensued. Mr. Murphy moved to table the motion until the next Senate meeting and it was seconded. After discussion, the motion failed on a vote of 38 against and 18

in favor with 2 abstentions. Discussion continued on the main motion. Motion carried on a vote of 54 in favor and 1 opposed.

10.

Mr. Watson moved to examine ways to streamline the curriculum processes. Mr. Lovseth offered a friendly amendment to refer it to the Committee on Committees. Discussion continued. Mr. Fivizzani offered a friendly amendment referring the matter to the Senate Executive Committee instead of Committee on Committees and Mr. Lovseth and Mr. Watson accepted this. Motion carried on a vote of 47 in favor and 6 against with 2 abstentions.

11.

Ms. Yurkovich presented the proposed changes to three policies: the incomplete, in progress, and grade change policies. Ms. Yurkovich moved to approve the incomplete policy. The Senate debated. Mr. Marshall moved to change the second sentence of the policy from "For reasons beyond a students's control, and upon request by a 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." to "For reasons beyond a students'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."

Discussion on the amendment ensued.

12.

Mr. Petros moved to extend the meeting until 5:45 p.m. The motion carried on a vote of 39 in favor and 7 opposed.

13.

After continued discussion on the amendment the motion carried on a vote of 43 in favor and 1 opposed.

14.

Mr. Goenner moved to change the wording "within two calendar months after the month in which the course ends" to "within two calendar months after the month in which the course ends after the next semester of the regular academic year(fall or spring semester)." The motion was approved on a vote of 40 in favor and 3 opposed.

15.

Mr. Watson moved to insert the words "or on behalf of instructor by arrangement of administration" after the second sentence of the policy. After discussion he withdrew his motion.

16.

The Chair asked for discussion on the following main motion.

Effective Fall Semester 2003:

#### 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, shall 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 sheet. Incomplete grades convert to grades of "F" if a grade change is not submitted by the instructor within two calendar months after the month in which the course ends after the next semester of the regular academic year (fall or spring semester) or by an earlier date specified on the incomplete form by the instructor. An incomplete may be extended for up to twelve calendar months by submitting a petition to the Office of the Registrar with the approval of the instructor of the course and the dean of the college offering the course for undergraduates and the Dean of the Graduate School for graduate students. An incomplete grade must be changed by twelve calendar months from the ending date of the class. An "I" may be converted as indicated above but cannot be expunged from the record. Students may not register in 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.

The motion carried on a vote of 39 in favor and 2 opposed.

17.

The meeting was adjourned at 5:45 p.m.

Nancy Krogh  
Secretary to the Senate