University Senate Agenda:
March 6, 2014

• Announcements
• Minutes from February 6, 2014 meeting
• Question Period
• Consent Calendar:
  – Student Academic Standards Committee: Annual Report
  – Administrative Procedures Committee: Annual Report
  – Library Committee: Annual Report
• Business Calendar:
  – Curriculum Committee Report
  – Nominations for Election to Senate Committees for AY 2014-2015
  – Proposed Changes to Functions & Responsibilities of the Academic Policies and Admissions Committee
Announcements

- Staff Senate Update
  - Diane Hillebrand, Staff Senate President
- University Budget Update
  - Alice Brekke, Vice President for Finance & Operations
- Annual Sponsored Program Activity Report Now Available
- Executive Committee Action: Approval of new course request for HIST 391
- Campus Input from the Committee on Committees
- Complaints of Discrimination or Harassment Policy
- Budget Model & Program Prioritization Initiatives
- NDUS & SBHE Videos
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Campus Input from the Committee on Committees

• Item #1: “survey committee chairs, and see if there is a need for as many committees? I have been on planning, budgeting for 3 years in the past and the committee never met once.”

• Follow-up: This was done last spring, and in August the SEC requested that all Senate committees examine their charges and current relevance. That process is ongoing.
Item #1: “survey committee chairs, and see if there is a need for as many committees? I have been on planning, budgeting for 3 years in the past and the committee never met once.”

Follow-up: This was done last spring, and in August the SEC requested that all Senate committees examine their charges and current relevance. That process is ongoing.
Item #2: “After many years of experience at UND, I have concluded that the university really needs a Faculty Senate. I believe a group of senators should be formed to draft such a proposal for consideration by the Senate. I would be willing to serve on such a committee.”

Follow-up: The Senate’s Ad Hoc Committee on Governance Structures is currently doing exactly this.
Campus Input from the Committee on Committees

• Item #2: “After many years of experience at UND, I have concluded that the university really needs a Faculty Senate. I believe a group of senators should be formed to draft such a proposal for consideration by the Senate. I would be willing to serve on such a committee.”

• Follow-up: The Senate’s Ad Hoc Committee on Governance Structures is currently doing exactly this.
Campus Input from the Committee on Committees

• Item #3: “We desperately need to develop policies on non-maternity family responsibilities. It is imperative that we tackle issues of paternity, adoptive parents, eldercare, and so on.”

• Follow-up: The SEC has referred this to the Senate’s Compensation Committee.
Campus Input from the Committee on Committees

• Item #3: “We desperately need to develop policies on non-maternity family responsibilities. It is imperative that we tackle issues of paternity, adoptive parents, eldercare, and so on.”

• Follow-up: The SEC has referred this to the Senate’s Compensation Committee.
• Item #4: “The university should establish a policy that is more supportive of research activities in the humanities. More specifically, because humanities scholars primarily need time to read and write rather than physical equipment, research assistants, etc., the possibility for course release (i.e. time away from teaching) ought to be made explicit and all relevant standing policies ought to be clearly formulated in advance.”

• Follow-up: The SEC has referred this to the Senate Scholarly Activities Committee
Item #4: “The university should establish a policy that is more supportive of research activities in the humanities. More specifically, because humanities scholars primarily need time to read and write rather than physical equipment, research assistants, etc., the possibility for course release (i.e. time away from teaching) ought to be made explicit and all relevant standing policies ought to be clearly formulated in advance.”

Follow-up: The SEC has referred this to the Senate Scholarly Activities Committee
Campus Input from the Committee on Committees

• Item #5: “Please investigate previous faculty input from the numerous surveys (both institutional-based and external) that have been conducted over the last five years.”

• Follow-up: None so far.
Campus Input from the Committee on Committees

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• Follow-up: None so far.
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Complaints of Discrimination or Harassment Policy

• A random Department of Energy audit has resulted in the need to make the following procedure changes:

  – Page 5 of the UND Complaints of Discrimination or Harassment Policy and Procedures:

  The appropriate “Reporting Office” or administrative authority, as noted above, shall take the complainant’s information, obtain the signature of the complainant with the information, notify the Affirmative Action Officer of the pending complaint and any other designated or appropriate administrative officers, and shall begin an investigation of the complaint. The investigation should commence within one week of receiving the complaint. This can be extended if individuals involved in the investigation are not immediately available. Notification of the accused should be given at the time the investigation commences. Complaints are to be handled at the lowest possible level to ensure a quick and effective response.
Complaints of Discrimination or Harassment Policy

• A random Department of Energy audit has resulted in the need to make the following procedure changes:

– Page 6 of the UND Complaints of Discrimination or Harassment Policy and Procedures:

Most fact-finding investigations and results should be concluded as expeditiously as possible, preferably within 60 working days of the complaint’s filing with the University official. However, investigations may be extended due to difficulty in obtaining documentation or unforeseen circumstances. In those situations, complaint investigations should be concluded in 120 working days. Reasons for exceptions shall be noted for the file. The complainant and the accused party shall be informed as to the progress or status of the investigation at the following stages: when it begins, if a determination is made to convene a three-member investigative panel, if an extension is given beyond 60 working days, and when the investigation is completed. These notifications should be within three days of the status change. The Affirmative Action Officer, or the office or administrator conducting the investigation, or the investigative team; if one has been established; will be responsible for these notifications.
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• **Budget Model & Program Prioritization Initiatives**
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The Two Initiatives

- **Budget Model Redesign:**
  - Involves:
    - Huron Consultants
    - Executive Steering Committee: Provost, VPFO, Josh Riedy, Peggy Lucke, Odella Fuqua
    - Steering Committee: Deans, college financial support staff, Provost, VPFO, VPSA, Senate and other faculty representatives (Senate Chair, Senate Vice Chair/Chair-Elect, Dr. Jeff Sun)
  - Active since mid-August
The Two Initiatives

• Program & Support Services Prioritization:
  – Involves:
    • Larry Goldstein: Consultant
    • Coordinating Committee: Provost, VPFO, Senate Chair, Senate Vice Chair/Chair-Elect
    • Two Task Forces:
      – Program Prioritization Task Force
      – Support Service Prioritization Task Force
  – Task Forces began their work this week; continues through at least November/December 2014
Program Prioritization Task Force

- Matt Cavalli
- Emily Cherry
- Graeme Dewar
- Brett Goodwin
- Janice Goodwin
- Jim Higgins
- Wendelin Hume
- Cindy Juntunen
- Anne Kelsch
- Soizik Laguette
- Michael Mann
- Kanishka Marasinghe
- Ron Marsh
- Richard Millspaugh

- Brad Myers
- Timothy P. O’Keefe
- Leon Osborne
- Donna Pearson
- Karyn Plumm
- Sally Pyle
- Janna Schill
- Paul Sum
- Marcus Weaver-Hightower
- Bret Weber
- Eric Wolfe
- Deborah Worley
- David Yearwood
- Sonia Zimmerman
Support Service Prioritization Task Force

- Tammy J. Anderson
- Carenlee Barkdull
- Elizabeth Bjerke
- Lisa Earls
- Kristin Ellwanger
- Aaron Flynn
- Tiffany Ford
- Michelle Garske
- Cassie Gerhardt
- Nasser Hammami
- Shelby Harken
- Joan Hawthorne
- Margaret Healy
- Carrie Herrig
- Diane Hillebrand
- Danielle Irle
- David Konerza
- Chelsea Larson
- Loren Liepold
- Sharon Loiland
- Jeremy Malheim
- Meganne Masko
- Rachel Navarro
- Stacey Borboa Peterson
- Dawn Pladson
- Lori Robison
- Dawn Seaver
- William Semke
- Lori Swinney
- Kelly Thormodson
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• Videos of SBHE meetings available at: ndus.edu/board/sbhe-meeting-videos/

• NDUS promotional video available at: vimeo.com/87678531
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Proposed Committee Manual Changes: Academic Policies & Admissions Comm

• Functions & Responsibilities:

Acting of its own volition, upon the request of the Senate and/or others, the Committee shall conduct studies and bring recommendations to the University Senate and/or Student Senate. Areas of study and review shall include, but are not limited to, policies related to the following:

1. General university requirements
2. Class attendance
3. Grading and recognition of academic achievement
4. Adding, dropping, withdrawal, or audit of classes
5. Correspondence and extension distance/online courses, transfer of credits.