TO: Members of the Senate
FROM: Secretary of the Senate
SUBJECT: Senate Meeting on September 4, 2014
DATE: August 27, 2014

The September meeting of the University Senate will be held on Thursday, September 4, 2014 at 4:05 p.m. in Room 113, Education.

AGENDA

1) Announcements

2) Minutes of the previous meeting (5/1/14) and business arising from the minutes. These minutes may be viewed at: http://und.edu/university-senate.

3) Question period

CONSENT CALENDAR:

4) Annual report of the Faculty Instructional Development Committee, Brett Goodwin, Chair, Faculty Instructional Development Committee (attachment #1)

BUSINESS CALENDAR:

5) Senate orientation, Melissa Gjellstad, University Senate Chair

6) Slate of nominees for Senate officers, Chair, Committee on Committees (handout at meeting)

7) Election of a Senate Vice Chair/Chair Elect

8) Election of a faculty representative to a two-year term on the Senate Executive Committee

9) Election of two Senate faculty members to a two-year term each on the Committee on Committees

10) Election of a student representative to the Senate Executive Committee

11) Election of a staff representative to the Senate Executive Committee

12) Major Declaration Policy proposal, Matt Cavalli, Chair, Academic Policies & Admissions Committee (attachment #2)

13) Proposal to change the Standing Committee on Faculty Rights Committee charge, John Bridewell, Chair, Standing Committee on Faculty Rights (attachment #3)

14) Proposal to change the Essential Studies Committee charge, Anne Walker, Chair, Essential Studies Committee (attachment #4)
MEMORANDUM

TO: University Senate

FROM: Faculty Instructional Development Committee
       Brett Goodwin, Chair

RE: Annual FIDC Report to the Senate

DATE: August 19, 2014

Committee Membership AY 2013-2014:
   Brett Goodwin (A&S), chair
   Kari Chiasson (EHD)
   Lana Rakow (A&S)
   Joel Iiams (A&S)
   Julia Ernst (LAW)
   Wayne Seames (CEM)
   Anne Kelsch (OID)
   Joan Hawthorne (VPAA)

Committee Activities AY 2013-2014:
   During the 2013-2014 academic year the FIDC made grant awards for teaching-related
   travel/materials and Scholarship of Teaching and Learning (SoTL) presentations; funded Mini-
   Project Grants, and Summer Instructional Development Project Clusters; and reviewed one
   Developmental Leave Supplement request.

   Twenty-five grant proposals asking for $26,328.41 were received, compared to 34 the previous
   year, and 21 were funded in full or partially. Total expenditure, for travel and materials, was
   $22,889.83.

   The committee received eleven proposals for its Mini-Project grants; which was three more
   than last year. The committee and the Office of Instructional Development awarded four two-
   week projects, two one-week projects, and three half-week projects for a total of $11,500 plus
   benefits.

   The committee’s new initiative, Summer Instructional Development Project Clusters (offered
   instead of the traditional individual Summer Projects) allowed faculty to collaborate in a
   cohort to broaden the student learning experience by bringing intentionality, coherence and
   sound pedagogical practice to how students experience the curriculum. All colleges were
   invited to participate and funds were drawn from colleges in which faculty received awards.
   The committee received nine Summer Instructional Development Project Cluster proposals and
   awarded six four-week professorships to 22 faculty members for $88,000 plus benefits. The
   Committee and the Office of Instructional Development contributed $64,000 plus benefits.
   The Colleges of Arts & Sciences and Engineering and Mines each contributed $12,000 plus
   benefits for this initiative.
The committee reviewed one Developmental Leave Supplement proposal asking for $1,500.00, for leave during 2014-2015, and awarded $1,500.00 from fiscal year 2015 funds.

The programs, Model Projects and Models of Innovative & Best Practices in Teaching & Learning at UND were not offered this year.
Major Declaration Policy

In order to progress toward the timely and successful completion of an undergraduate degree, it is in the best interest of students at the University of North Dakota to declare a major early in their academic career. During the semester in which a General Studies: Undeclared student will reach 45 undergraduate credit hours (typically the third semester), a Major Declaration notice will be added to the student’s To Do list in Campus Connection. In addition, the Student Success Center will use multiple means of communication and connect a student to resources to assist in exploring program of study options. This notification will prompt a student to take the necessary steps to move from General Studies: Undeclared, and begin working with an advisor in the program of study the student plans to pursue.

Upon reaching 60 credit hours in a General Studies: Undeclared status, a negative service indicator hold will be placed on a student’s account prohibiting registration for the following semester until a program of study other than General Studies: Undeclared is chosen. The Student Success Center will further assist the student through additional communication and contact to prompt major declaration. Once a major is declared, the negative service indicator hold will be removed by the Student Success Center, allowing the student to register for courses based on the intended program of study. A student who has reached 60 or more credit hours would be allowed to retain or move to General Studies: Undeclared status only with permission from the Student Success Center.

April 2014
SENATE STANDING COMMITTEE ON FACULTY RIGHTS

Proposed changes are underlined.

Purpose: To designate faculty representatives to hear and decide faculty grievances referred to it by the Senate Special Review Committee Pool pursuant to Institution and State Board of Higher Education regulations. To identify issues or concerns related to faculty rights or university governance and make recommendations to the Senate or other University entities pursuant to the fulfillment of the previous mentioned duties.

Purpose: The purpose of the Standing Committee on Faculty Rights (SCoFR) is to hear and deliberate faculty grievances pursuant to policy 605 of the State Board of Higher Education (SBHE) Policy Manual.

Membership: Faculty, tenured (five). Note: when serving on the Standing Committee on Faculty Rights, a person is no longer eligible for the Special Review Committee Pool.

Membership: Faculty, tenured (five). Note: When serving on SCoFR, a person is no longer eligible for the Special Review Committee Pool.

Terms: Five years - term of one expiring each year. Selection: By the Council, coincidental with and conducted in the same manner as the election of members of the Council to the University Senate and assuming responsibilities immediately.

Terms: Five-year terms - one expiring each year. Selection: By the University Council, coincidental with and conducted in the same manner as the election of members of the Council to the University Senate and assuming responsibilities at the beginning of the fall semester.

Functions and Responsibilities: Mandated by the State Board of Higher Education regulations on Academic Freedom, Tenure, and Due Process, the Committee assumes responsibility for the following:

1. Confirm that the longest serving member of the committee is Chair.
2. Hold formal hearings in accordance with the Board of Higher Education Policy 605 on Academic Freedom, Tenure, and Due Process on all matters referred to it under those policies.
3. Judge any bias or conflict of interest allegation made against one of its members in a specific case and, should it determine that the bias or conflict exists, replace the member with a substitute member for that case.
4. Act pursuant to regulations of the Board of Higher Education, in the manner prescribed in those regulations.
Functions and Responsibilities: Mandated by the State Board of Higher Education regulations on Academic Freedom, Tenure, and Due Process, SCoFR assumes responsibility for the following:

1. Confirm that the longest serving member of SCoFR is Chair.

2. Hold formal hearings or paper reviews in accordance with policy 605 of the State Board of Higher Education Policy Manual on Academic Freedom, Tenure, and Due Process on all matters referred to it under those policies as implemented in section II-8, found in the UND Faculty Handbook.

3. Judge any bias or conflict of interest allegation made against one of its members in a specific case and, should it determine that the bias or conflict exists, replace the member with a substitute member for that case.

Report to Senate: Prepare an annual report which addresses each function and responsibility and submit it to the Senate secretary two weeks before the November senate meeting.

Source of Information: State Board of Higher Education Regulations on Academic Freedom, Tenure, and Due Process
University Senate Minutes - May 4, 1978
University Senate Minutes - March 1, 1984
University Senate Minutes - March 4, 1999
University Senate Minutes - January 10, 2008
University Senate Minutes - February 2, 2012
Proposed Changes to Essential Studies Committee Charge

Purpose: To provide faculty guidance and curricular oversight of the University's general education – "Essential Studies" – by defining the principles and goals of Essential Studies, developing and implementing ES policies, and setting standards for courses that carry Essential Studies credit. To offer guidance and advice to the Office of Essential Studies regarding the administration of the Essential Studies program and to the Senate University Assessment Committee regarding the assessment of the Essential Studies program.

Functions and Responsibilities:

Acting in conjunction with the Office of Essential Studies, Acting on its own volition, upon the request of the Senate and/or others, the Committee shall assume the following responsibilities:

6. Establish guidelines for implementation of ES policies by the Deans.

9. In conjunction with the ES Office, maintain and keep current the content of the committee website.

New language
Omitted language