Minutes of the University Senate Meeting
May 7, 2015

1.

The May meeting of the University Senate was held at 4:05 p.m. on Thursday, May 7, 2015 in Room 113, Education. Chair Melissa Gjellstad presided.

2.

The following members of the Senate were present:

Anderson, Julie  
Anderson, Suzanne  
Baker, Mary  
Beattie, Robert  
Bradley, April  
Brekke, Alice  
Bridewell, John  
Burgess, Gaye  
Campbell, Katherine  
Christopherson, Anne  
Cowden, Kimberly  
DiLorenzo, Thomas  
El-Reewini, Hesham  
Erickson, Lacey  
Ernst, Julia  
Fevig, Ron  
Flanagan, Ken  
Gedafa, Daba  
Geiger, Jonathan  
Gjellstad, Melissa  
Halgren, Cara  
Harsell, Dana  
Henderson, Pam  
Hill, Robert  
Hunter, Cheryl  
Jeno, Sue  
Johnson, Brett  
Johnson, Chase  
Kelley, Robert  
Kenville, Kim  
Kurtz, Sharley  
Lawrence, David  
Lim, Howe  
Marasinghe, Kanishka  
Martin, Will  
McHenry, Laurie  
Mikulak, Marcia  
Munski, Doug  
Oenchwari, Grace  
Poochigian, Donald  
Quinn, Andrew  
Rand, Kathryn

Reeser, Lori  
Reissig, Brad  
Routon, Claudia  
Rozelle-Stone, Rebecca  
Semke, William  
Sheridan, William  
Smart, Kathy  
Smith, Bruce  
Stofferahn, Curt  
Tanaka, Tomohiro  
Walker, Anne  
Walton, Susan  
Weaver-Hightower, Rebecca  
Weber, Bret  
Williams, Margaret  
Wood, Robert  
Young, Tim  
Zerr, Jessica  
Zerr, Ryan

3.

The following members of the Senate were absent:

Anderson, Ernest  
Badahdah, Abdallah  
Bibel, George  
Brown, Ryan  
Cerkoney, Marissa  
Cerkoney, Mark  
DeLong, Loretta  
Drewes, Mary  
Enright, Jeremiah  
Frank, Daniel  
Franklin, Tanner  
Grant, Vincent  
Jendryssik, Mark  
Jones, Nicholas  
Liang, Lewis  
Milavetz, Barry  
Mitzel, John  
Mosher, Sarah  
Murphy, Eric  
Petros, Tom  
Popehn, Montana

Roux, Gayle  
Schroeder, Janie  
Schuster, Shane  
Schwartz, Rhonda  
Storrs, Debbie  
Sum, Paul  
Swisher, Wayne  
Wynne, Joshua

4.

The following announcements were made:

a. Ms. Gjellstad welcomed the senators to the last meeting of the year. She shared appreciation of Senate Executive Committee members, the administration, Lori Hofland and Suzanne Anderson, Julie Evans, Senate Committee Chairs and key staff members who support Senate Committees, as well as all University Senators, and thanked them all for their work to advance shared governance at UND.
b. Ms. Gjellstad shared the list of Top 5 topics University Senate developed in the fall, articulated how the list drive the University Senate agenda, and highlighted those where progress had been made or conversations had occurred.

c. President Kelley presented a plaque to Ms. Gjellstad and thanked her for her service as University Senate Chair.

d. President Kelley spoke to the senators about the year in retrospect. The Legislative session had challenges, but UND has funds to run the institution. Generally, he indicated that things could be a bit better. He said that, because of all that is happening, they may be going too fast and sometimes the conversations have been put to the side. He shared a thank you for all the work everyone had put in over the year. President Kelley said UND is succeeding at all levels and we need to take time to take stock of all that has been achieved this past year.

e. Vice President Brekke reported on the recently completed Legislative session. She encouraged the senators to thank local legislators for all their hard work. There is a general fund increase and the annual budget will be addressed. The tuition reduction will provide challenges, but we will work together to address the shortfalls. They include the deferred maintenance pool, the safety and security fund, an extraordinary repairs fund, as well as a matching 2/1 fund from which UND can also seek funding. There will be conversations in the fall as we work to balance the funds. There are changes made to CTS but the impact is not known. Last session, the internal auditors and attorneys were moved to NDUS. This session, the Legislature moved the positions to the Attorney General and State Auditor’s office. This will have a broad impact on how we operate, but the impact is not yet known. There is a $7 million Challenge Grant that can be leveraged with donor funds which will be helpful. With the Challenge Grant, funds first must be used for academic scholarships. VP Brekke will elaborate on these matters at the University Council meeting on May 13. She indicated that her area is still working to understand what this all means and the impact on UND.

f. Provost DiLorenzo thanked Ms. Gjellstad for the opportunity to speak. He indicated that it has been an outstanding year. He stated that he needs to communicate and collaborate better going forward and apologized if he appeared not to support collaboration. The Provost plans to work to achieve balance and more communication in the future and indicated that he needs and wants the senators’ involvement. He is open to individual meetings and pledged to dialog and collaborate.

g. The University Council meeting is scheduled for Wednesday May 13 at 3:00 p.m. in the Lecture Bowl.

h. The College elections for representatives on next year’s Senate are completed.

i. There is work ongoing to improve the Senate website. There will be senator headshots posted to the site. If desired, current photos can be refreshed or taken over the summer or in the fall. Details will follow on scheduling logistics for the portraits, which will be taken by UND photographers.

j. The Committee on Committees has filled several committee vacancies.

k. A SOAR email communication was sent detailing the final author training sessions and additional SOAR office hours to be held in advance of the May 31 deadline.

l. There have been good conversations regarding the Library with several sets of stakeholders, including the University Senate Library Committee. There is a master planning open forum on May 8 at 12:00 p.m.

m. Ms. Gjellstad convened a meeting to discuss how the curricular work can be streamlined. There is a second meeting on May 15 where all college curriculum committee chairs, deans/associate deans, the University Curriculum Committee, and University Senate leadership will be represented.

n. Ms. Margi Healy, chair of the University Senate Budget, Restructuring and Reallocation Committee, has completed three sessions of “Budget 101” for senators. There are plans for Budget 102 and 103 next fall.
o. The Parking Assessment report has been received and is available on the Vice President for Finance & Operations website.
p. The University Senate resolution regarding the auditors and attorneys in HB 1003 was sent to the NDUS Office and received by SBHE members.
q. An email was sent from the Provost’s office regarding new funding opportunities for faculty. The three initiatives will be worked on in the fall.
r. The two Faculty Senate committees (University Senate Revision and Senate Development Committees) will be populated by Ms. Gjellstad in the near future.
s. The Council of College Faculties (CCF) passed a resolution that approved striking the Oath from the NDUS faculty contracts. The CCF resolution was announced at State Board of Higher Education earlier this week. This was reported on behalf of Eric Murphy for CCF.
t. Mr. Dilorenzo reported on the status of several searches:
   - The Ombuds search has been completed. An offer was made and accepted and the person will be on campus soon.
   - The Vice President for Research and Economic Development search committee is bringing candidates to campus. The first candidate is here today and three more in the weeks to come. They are excellent candidates.
   - The Dean of Graduate Studies and Program Development candidates have completed their campus interviews. There will be a meeting soon to finalize recommendations for the Provost.
   - The new Essential Studies Director should be announced next week.
   - The Dean of Libraries and Information Resources search is just getting underway.
   - The John D. Odegaard School of Aerospace Science Dean search is just starting. There are a few more search committee members to be determined and then it will move ahead.
u. There was a Promotion, Tenure and Evaluation Working Group update from co-chairs Mr. Steve Light and Mr. Ryan Zerr. The Working Group met throughout the spring semester. As mentioned in previous updates to the University Senate, the Group’s formation grew out of work done last year by the University Senate Executive Committee, as well as conversations with the President and the academic deans. The Group’s membership includes faculty, chairs, and deans. The Group considered process improvements, including enhancements to the university-wide annual timeline for faculty seeking promotion and/or tenure, and the development of standardized templates for letters of intent to hire and faculty contracts that incorporate duties and expectations. In the coming year, the Group will address the portion of the Faculty Handbook pertaining to promotion, tenure, and evaluation issues. There will be preparatory work done over the summer, including looking at peer institutions and best practices so that information will be ready in the fall for the full discussions. The overall goal is enhance transparency, clarity, and quality across the University.
v. Mr. Bridewell reported on the work of the Nickname Committee. The process is moving along exceptionally well. The suggestions have been received, reviewed, and lists of acceptable and not acceptable possibilities are being shared. The acceptable list is in the process of review. He indicated that they may not have the process completed by the end of May as was the original goal. This delay will allow an article to be published in the Alumni Newsletter in June.
w. Mr. Quinn, chair of the new USAT Committee, provided an update. There were 12 recommendations provided to the Committee from the prior work group. The new Committee goals are to develop pilots and forms and to look at best practices. There will be more information in the fall. Ms. Gjellstad shared that she is working to include an undergraduate student on the committee. The new committee’s full name is the Student Evaluation of Teaching Implementation Committee (SETIC).
x. The status of the Faculty Travel and Research Funding Committee was presented by Ms. Weaver-Hightower, Mr. Marasinghe, Mr. Harsell and BESAR interim director, Mr. Weaver-Hightower. It was shared that the goal of the Committee and the survey they undertook was to take a snapshot of research funding. There is a draft report on the Senate website, including the BESAR survey. The reports have yet to be finalized. Ms. Weaver-Hightower shared the results of the faculty survey. The internal University funding budget for research has not been increased for the last 26 years. Benchmarks were shared and UND does not look very good in comparison. The Committee now needs to think about what can be done to improve funding. They will continue to discuss this next year when they have all the data. Ms. Weaver-Hightower requested feedback from the senators. Discussion ensued.

y. Ms. Gjellstad reminded the senators of the upcoming candidate visits for the Vice President of Research and Economic Development position.

z. Ms. Gjellstad reminded the senators that there was a social gathering following the meeting.

5.

Ms. Gjellstad called attention to the minutes of the April 2, 2015 meeting. There were no additions or corrections to the minutes. There was a motion of approval by Mr. Munski and a second by Mr. Weber. The minutes were approved as distributed.

6.

The question period was opened at 4:52 p.m.

a. Ms. Kenville stated that the items on the Top 5 topics list that were shaded in orange as being addressed needed lots of conversation. She asked how it might be done. Ms. Gjellstad indicated that the conversations are not completed and will continue next year. Ms. Kenville indicated that open meetings on the items, held by the vice presidents, would be helpful. The administration needs to have a plan to address the issues. Others agreed that there are issues that need to be openly discussed. Mr. DiLorenzo indicated that he agreed with the idea and he will consider how to implement it in the fall.

b. Ms. Rakow was given permission to speak. She asked what will happen over the summer. She has concerns about positions being filled, areas being cut, and decisions being made without the faculty’s input. She said there are serious systemic processes that need attention, especially over the summer. Mr. Light shared the search committee’s process for the Dean of Libraries and Information Resources Director position.

c. Ms. Kenville asked about the budget for the search consultants for the Library and other positions. Mr. DiLorenzo indicated the consultants are paid for by the area in which they are housed.

The question period closed at 5:10 p.m.

7.

Ms. Gjellstad called attention to the annual reports from the Standing Committee on Faculty Rights, the Faculty Handbook Committee, the Library Committee, the Compensation Committee and the Budget, Restructuring and Reallocation Committee. Mr. Munski moved to accept and file in toto. There was a second by Mr. Quinn and the motion was approved.
8.
Mr. Bridewell moved and Mr. Poochigan seconded to add the agenda item, faculty concerns, to the business calendar. The motion was approved as item 12 on the agenda.

9.
The list of degree candidates for spring was presented with one correction to add a second degree for an undergraduate student. Mr. Harsell moved approval of the amended list. Ms. Mikulak seconded the motion and the spring candidates for degrees were approved.

10.
The Curriculum Committee report was reviewed. Ms. Gjellstad pointed out the need for approval of new programs, courses and department title changes. Mr. Weber moved approval. Ms. Smart seconded and the Curriculum Committee report was approved.

11.
A resolution for Sustainable Funding for the Chester Fritz Library from the Senate Library Committee was presented by the Committee’s co-chairs, Ms. Kim Donehower-Weinstein and Ms. Desiree Tande. They shared that the Committee has had concerns regarding sustaining the collection. Discussion ensued. There was a motion to approve by Mr. Weber. Ms. Weaver-Hightower seconded the motion and the motion was approved.

12.
Faculty concerns were addressed. Mr. Bridewell moved to suspend the rules so all in attendance could speak, with a two-minute limit. There was a second by Mr. Munski and the motion was approved.

a. Ms. Jeno presented two phased retirement postings/forms that vary and are not dated. She asked which one is valid, when the policy changed, and why it changed. Ms. Gjellstad indicated that her understanding is that the forms changed, not the policy. There will be discussion on how to update the community on form changes. Ms. Gjellstad shared a statement that will be in the University Letter that explains the process. Mr. DiLorenzo indicated that they are working to make sure all information is correct and complete. Because of the discrepancy, Ms. Kenville asked if it was verified that all who have requested phased retirement were treated equally. There was discussion. Mr. DiLorenzo indicated that they are trying to understand what happened and the information will be sent out. Ms. Ray, chair of the Compensation Committee, explained that the Committee has not been very active and they have made recommendations to be more involved and include a representative from the Provost’s office on the Committee.

b. Mr. Josh Riedy stated that information on the new budget model will be coming out soon. As for the technical portion of implementing the new budget model, that is in process. There will be discussion on connecting the budget process to the Legislative session and there will be inclusion of faculty and others; all will be ready for fall.

c. Mr. Munski moved to extend the meeting to 5:45 p.m. There was a second by Ms. Mikulak and the motion was approved.

d. Ms. Rakow asked if information could be sent out to faculty about how money has been spent, especially on consultants. Mr. DiLorenzo indicated that it is public information and that it can be made available.
e. Ms. J. Anderson spoke about the Library and guiding principles that will be presented next fall on the robustness of the collection. Additionally, she understands that Inter-Library Loan has been appreciated but that it is not the answer to a robust collection. There are a variety of ways to identify resources that are missing, and weaknesses in the collection and missing portions. Ms. Anderson reported that this past year has been the first that a budget was available for the reference area and that this is a move in the right direction. There will be consideration of the current collection and into the future.

f. Ms. Jeno suggested that all senators should read the parking consultant report. She indicated that what is being proposed is quite alarming and that all should read the report in its entirety.

g. Mr. Sheridan indicated that UND needs the funds for the library resources. They are needed for faculty to grow and stay up-to-date in their fields. Mr. Sheridan stated that point three in the Library Committee’s resolution passed earlier by the Senate is very important. He expressed concern that there will not be additional funds, which are greatly needed.

h. Ms. Anderson indicated they are moving journals to electronic media.

i. Mr. Sheridan stated that if we need to live with current funding, there is a big challenge. The Provost will be challenged to meet this and bring the faculty along.

13.

The meeting adjourned at 5:35 p.m.

Suzanne Anderson, Secretary
University Senate