Minutes of the University Senate Meeting  
March 3, 2016

1.

The March meeting of the University Senate was held at 4:05 p.m. on Thursday, March 3, 2016 in Room 113, Education. Chair Rebecca Weaver-Hightower presided.

2.

The following members of the Senate were present:


3.

The following members of the Senate were absent:

Blanchard, Paige  Bradley, April  Brekke, Alice  Bridewell, John  Brown, Ryan  Doze, Van  Flint, Jamie  Hanson, Collin  Jendrysik, Mark  Johnson, Chase  Kenville, Kim  Kitzes, Adam  Kopp, Matthew  Lange, Jacob  Lawrence, Wesley  Lerma, Sam  Mosher, Sarah  Murphy, Eric  Nelson, Taylor  Noghanian, Sima  Peshut, Conner  Rand, Kathryn  Ring, Tanner  Roux, Gayle  Sage, Melanie  Schindler, Gary  Schroeder, Nate  Sens, Donald  Sens, Mary Ann  Schafer, Ed  Staples, Cliff  Stone, Lucian  Storrs, Debbie  Sutton, James  Swisher, Wayne  Walton, Susan  Williams, Margaret  Wynne, Joshua

4.

Ms. Weaver-Hightower thanked everyone for all of the extra time they put in attending presidential meetings and expressed how important she
The following announcements were made:

a. Update on Master Planning - Associate Professor Emily Cherry was recently appointed to the Committee and has spent time catching up on the information. She reported that the NDUS system has tasked the Committee to come up with a master plan for UND by February 15. This plan will be submitted to the NDUS system on April 15. There have been several open forums regarding this plan, which is still a work in progress.

b. Update on PTE Working Group - Associate Vice President for Academic Affairs, Steve Light; and Ryan Zerr, PTE Working Group Co-Chair.

- There are three parts to this university-wide priority
- The annual process is proceeding, with a focus from the VPAA office on facilitating clear and consistent review against standards, timeliness, and effective communication with faculty candidates, chairs, and deans. Candidates were reviewed by the University Promotion Committee, Committee of Academic Deans, and Provost, and now are under review by the President. Promotion candidacies are complete following presidential review, while tenure candidacies proceed to the SBHE for approval later this spring.
- Essential Elements. Departments have been working with their deans and the VPAA office on review of departmental PTE guidelines for alignment with the Essential Elements, the key topic areas expected to be established in each department for clarity, transparency, and consistency. This process is continuing.
- The PTE Working Group has met in the last month and identified subgroups to continue work on a revised Faculty Handbook. Topics include academic appointments, roles, and responsibilities; hiring and onboarding new faculty; annual and merit review; promotion and tenure policies and procedures; and expectations in rank. The Group is continuing to establish a timeline for drafting and campus input. Look for updates on the VPAA webpage and in the University Letter after each meeting. Each college has a representative on the committee/subcommittee.

c. Update on the Employee Engagement Survey - Pam Henderson, Staff Senate President

- Assessment Tool: 2016 Great Colleges to Work For, which is sponsored by the Chronicle of Higher Education and ModernThink, LLC. It was the most cost effective and time effective.
- It will be sent to a random sampling of full-time faculty, adjunct faculty, administration, professional staff, and non-exempt staff, with 40% of each group, for a total of 1,000 survey invitations. The President will be sending out emails asking employees to participate.
- The random sampling will be drawn by Institutional Research based on benefitted employees who have been an employee at UND for one year or more as of January 1, 2016. The reason for not surveying everyone is the cost.
- The information that is gathered will be analyzed by the Chronicle of Higher Education and shared with the Staff Senate, administration and in open forums in the fall.
- The launch date for the survey is March 14, 2016. The deadline to complete the survey is April 8, 2016. The assessment data will be forwarded back to UND in July and this data will be
shared with the campus.

d. Ongoing Searches:

- Presidential Search Update - Dean Hesham El-Rewini thanked everyone for being active participants in the process. The Search Committee will be meeting March 11 and will recommend at least three candidates to the SBHE. Dean El-Rewini explained the process of the campus visits and who the candidates had met with.

- Graduate Dean Search Update - Dean Debbie Storrs reported that the search committee met on February 29 to discuss the applicants. A top tier of candidates was identified and the search consultant asked the candidates to complete another informational form that will be shared with the Committee. Dean Storrs reported that the top tier is a strong group of applicants with good representation in terms of gender, discipline, and ethnic/national origin. The Committee meets on March 9 with the search consultant to review the top tier of candidates and to whittle it down to a smaller number for phone interviews that will occur the week of March 21. The number of phone interviews will be determined by the Committee.

- Aerospace Dean Search Update – Associate Professor Soizik Laguette reported that the search is moving along nicely. The goal is a July 1 start date. A search firm has been hired and candidates will be reviewed next week. After spring break there will be a meeting with the firm to vet the list and interviews will begin at the end of March.

- International Center Director Search Update – Associate Vice President Sandra Mitchell reported that the search has begun. The position is posted internally and will likely be advertised externally soon. In an effort to save time, the search committee is being formed and applications are being solicited simultaneously. The goal is to have a director in place at the start of the fiscal year.

- Honors Director Search Update - Associate Vice President for Academic Affairs, Steve Light reported that, following the President’s directive on hiring and searches, the Honors Director search is currently under review to determine the next steps. Look for an update in April.

e. New Business:

- New Parking Committee. The Parking Committee will be advisory to the Vice President for Finance and Operations regarding parking and transportation related strategic plans; parking enforcement and transportation policies; long-term maintenance, transportation, and circulation strategies; and parking, space assignment and permit strategies and fees. The Committee will also function as a communication platform between the campus community and the Department of Parking and Transportation, and collaborate with the city of Grand Forks to develop city-wide transportation programs. Additionally, the Committee will review the departmental operating budget, capital renewal and maintenance budgets. The members of the Committee are: Taylor Nelson, UND Student Government; Pam Henderson, UND Staff Senate; Tammy Hendrickson, UND College of Engineering and Mines; Michael Niedzielski, UND Geography; Jaakko Putkonen, UND Geology & Geological Engineering; Erik Martinson, UND Athletics; and Earl Haugen, Grand Forks/East Grand Forks Metropolitan Planning

- There will be a University Council meeting on Wednesday, March 9, at 3:00 p.m. in the Memorial Union Lecture Bowl. President Schafer will speak on the budget.
Ms. Weaver-Hightower gave an update on the Senate Committee Chairs luncheon. During the luncheon, the chairs discussed working together with other committees.

Ms. Christopherson, Council of College Faculties (CCF) representative, reported that CCF is planning an All CCF Conference and looking at facilities to host the conference. She also introduced a resolution on the budget process that was recently endorsed by the CCF and that could be endorsed by the Senate, if it was so willing.

f. Mr. Munski made a motion to add the CCF resolution to the business calendar. Ms. Rakow seconded, and the motion carried.

g. Forthcoming Events:
   • Provost’s updates - At the invitation of the University Senate, Provost DiLorenzo will give updates on University priorities on Tuesday, March 22 and Monday, April 25, both in the Lecture Bowl at the Union.
   • Thursday forums:
     March 10 - Grant McGimpsey, Research Initiatives
     March 24 - Stephanie Walker, “Library Updates - Developing a 21st Century Academic Research Library System at UND”
   • Please let Ms. Weaver-Hightower know if you are interested in the Collaborative Governance Book Group.
   • Anti-bullying workshop - Conflict Resolution & Coping
     March 22, 9:00-11:00 a.m., Memorial Union, River Valley Room

The minutes of the previous two meetings were presented. A motion was made by Mr. Stofferahn to approve the minutes of the two meetings as one. A second was made and the motion carried.

A motion was made by Mr. Munski to approve the January 14, 2016 and February 4, 2016 minutes. A second was made and the minutes were approved as distributed.

7.

The question period was opened at 4:48 p.m.

Mr. Sheridan asked who authored the CCF resolution. It was authored by the leadership of the UND, NDSU, and Minot State Senates, who recommended that the CCF take it up. Mr. Murphy made revisions to language before it reached the CCF, where it was endorsed and sent back to the individual Senates for further endorsements.

Ms. Rakow asked for an update on the administration evaluation process. Tom Petros gave an update. The Committee has met and they are fact gathering and will take the data and report back to the Senate with a recommendation in May.

Ms. Weaver-Hightower asked what the process for the presidential search is after the March 11 meeting. Dean El-Rewini explained that the hiring committee would forward at least three candidate names to the SBHE, all of whom will first be asked if they would accept the job if offered. The SBHE will make their recommendation to the Chancellor who will interview candidates on the forwarded short list, and will
then then make an offer, and if the offer is accepted, we will have a new president.

Mr. Munski asked if there was still a quorum present. He also asked if the advisor for the Student Government was in attendance. He then stated that he felt the Student Government was not represented and that they should be attending this meeting and that they are not being a part of shared governance. The University Senate attendance policy is that all University Senators are allowed two unexcused absences in a row before they are replaced.

The question period closed at 4:56 p.m.

8.

Mr. Munski moved to approve the annual reports of the Senate Student Academic Standards Committee, the Senate Administrative Procedures Committee, and the Senate Academic Policies & Admissions Committee. Ms. Henderson seconded and the reports were approved.

9.

The University Curriculum Committee report was reviewed. A motion was made and seconded to accept the report. Mr. Sheridan asked about the Bachelor of Science in Geology moving from the College of Arts and Sciences to the College of Engineering and Mines. Steve Light addressed the question. The motion was approved.

10.

The nominees for Senate Committees were presented. Nominations were taken from the floor. Nominations were closed and Mr. Sheridan made a motion to close the ballot and bring it to the April meeting so senators had time to look over the nominations. Mr. Harsell seconded, and the motion carried.

11.

The proposed changes to the Senate Library Committee charge were presented. A motion was made by Mr. Martin to change the membership to include two undergraduate students and one graduate student. A second was made by Mr. McGinnis and the Senate Library Committee charge was approved as amended.

12.

The proposed changes to the Misconduct in Scholarship (Creative Activity) Policy were presented. Ms. Halgren explained the changes:

Section 2 was: 1. Allegations Involving Students
The Allegation must be reported to the Integrity Officer who will make the decision as to whether the complaint should be handled in accordance with the procedures as stipulated in the Code of Student Life or the procedures as provided in this Policy. If the decision is to proceed utilizing the Code of Student Life process, each step of the process must be coordinated with the Integrity Officer in order to assure compliance with the procedures for timelines, decisions, and sanctions as prescribed in this Policy.
Changed Section 2:  2. Allegations Involving Students
The Allegation must be reported to the Integrity Officer who will make the decision as to whether the complaint should be handled in accordance with the procedures as stipulated in the Code of Student Life or the procedures as provided in this Policy. If the decision is to proceed utilizing the Code of Student Life process, the allegation will be forwarded to the Dean of Students or their designee.

A motion was made by Mr. Gedafa to approve the changes. A second was made by Ms. Porter and the motion carried.

13.

The following resolution was presented by the Council of College Faculties (CCF) representative, Anne Christopherson:

Whereas OMB currently predicts a $1.074 billion shortfall for the current biennial budget;
Whereas the executive branch called for a 4.05 percent across the board budget cut for all state agencies excluding K-12 education;
Whereas higher education is a critical economic driver in the state;
Whereas shared governance within each NDUS institution is a foundational pillar of higher education; and
Whereas we have trust in cooperation between the SBHE, the Chancellor, the NDUS institutions and their faculties,
Be it resolved that the CCF and the faculty governance structure at all eleven NDUS institutions request that Presidents of institutions across the NDUS endorse
• the prioritization of the academic mission of each respective institution when making budget decisions, and
• the utilization of faculty input when recommending resource reallocation
and report to the Senate chairs and CCF chairs exactly how faculty participated and provided input into the budget reallocation process.

Ms. Rakow moved to endorse the CCF resolution, Ms. Christopherson seconded, and the motion carried.

14.

The meeting adjourned at 5:15 p.m.

Marci Mack, Secretary
University Senate