Minutes of the University Senate Meeting
May 5, 2016

1.

The May meeting of the University Senate was held at 4:05 p.m. on Thursday, May 5, 2016 in Room 113, Education. Chair Rebecca Weaver-Hightower presided.

2.

The following members of the Senate were present:

Basile, Eric
Borboa-Peterson, Stacey
Bradley, April
Brekke, Alice
Burgess, Gaye
Campbell, Katherine
Christopherson, Anne
DiLorenzo, Thomas
El-Rewini, Hesham
Fazel-Rezai, Reza
Ferraro, Richard
Flynn, Amber
Gedafa, Daba
Gjellstad, Melissa
Harsell, Dana
Henderson, Pam
Ho, I-Hsuan
Hunter, Cheryl
Johnson, Peter
Jorgenson, Terra
Juntunen, Cindy
Kenville, Kim
Kitzes, Adam
Lagquette, Soizik
Lawrence, David
Lawrence, Wesley
Lim, Howe
Lindseth, Glenda
Mack, Marci
Martin, Will
McGinniss, Mike
Mosher, Sarah
Munski, Doug
Noghanian, Sima
Pettinato, Tammy
Ping, Yi
Porter, Kimberly

3.

The following members of the Senate were absent:

Beck, Pamela
Blanchard, Paige
Bridewell, John
Brown, Ryan
DiCristina, Bruce
Doze, Van
Halgren, Cara
Hanson, Collin
Jendrysik, Mark
Johnson, Chase
Keengwe, Jared
Kopp, Matthew
Lange, Jacob
Lerma, Sam
Lieng, Lewis
McGimpsey, Grant
Murphy, Eric
Nelson, Taylor
Peshut, Conner
Ring, Tanner
Roux, Gayle
Schroeder, Nate

4.

The following announcements were made:

• Ms. Weaver-Hightower acknowledged and thanked all those who supported the University Senate this year.
President Schafer and incoming President Kennedy thanked Ms. Weaver-Hightower for her work as Chair of Senate and presented her an appreciation plaque.

Ms. Weaver-Hightower recognized and thanked all of the Senators whose terms were up. She thanked the members of the Senate Executive Committee for their service, and also thanked Lori Hofland and Marci Mack for their ongoing support of University Senate. Ms. Gjellstad presented both with a plant.

President Schafer was thanked for all of his support of University Senate.

President Kennedy thanked all involved on University Senate. He stated that he looks forward to his start in July.

Ms. Weaver-Hightower welcomed Student Body President, Brandon Beyer, and Student Body Vice President, Blake Andert, stating that we look forward to working with them in the future.

Ms. Weaver-Hightower reviewed the list of priorities from the beginning of the year, which included: climate, morale, bullying/civility, communications, shared governance, faculty governance, research support, budget, administration evaluations, promotion and tenure guidelines, master planning, and library support. She stated that University Senate has made progress on these priorities throughout the year and accomplished much.

Ms. Weaver-Hightower announced that, after the meeting, a party will be held at the Stone House to celebrate all of the hard work done by Senate this year.

It was announced that the results of the Senate Committee elections will be posted to the Senate webpage soon.

The results of College Senate elections were reported:

**John D. Odegarad School of Aerospace Sciences**: Jim Higgins and Kim Kenville

**College of Arts and Sciences**: Simona Barbu, Royce Blackburn, Guodong Du, Doojin Hong, Pamela Kalbfleisch, Charles Miller, Thomas Petros and Jessica Zerr

**College of Business and Public Administration**: Connie Bateman and Mark Jendrysik

**College of Education and Human Development**: David Nguyen and Tanis Walch

**College of Engineering and Mines**: Mehdi Ostadhassan and Clement Tang

**School of Law**: Sabrina Balgamwalla and Mike McGinniss

**Libraries**: Holly Gabriel and Annie Nickum

**School of Medicine and Health Sciences**: Donald Sens and Sonia Zimmerman

**College of Nursing and Professional Development**: Tracy Enger and Glenda Lindseth

Ms. Henderson reported on the Employee Engagement Survey. Overall participation was 32%. The number of responses vs. the number invited to respond were as follows:

- Faculty-110/276 (40%)
- Adjunct-5/24 (21%)
- Administration-43/96 (45%)
- Exempt-80/259 (31%)
- Non-Exempt-81/345 (23%)

The results of the survey will be available in late July or early August.

The Code of Student Life policies may be reviewed and commented on by going directly to the New & Revised Policy Updates website. The proposed changes include: revising the student conduct suspension process; reducing duplication within the Code; increasing the level of clarity within the document; and reviewing and updating policies and procedures as they relate to responding to issues of sexual misconduct and harassment. This document has not yet been reviewed by the
Policy Advisory Group. It was developed by the Code of Student Life Review Committee. Contact the Dean of Students Office, 777-2664, if you have questions.

- An update on the Qualified Faculty Requirements (QFR) Committee was given by Eric Wolfe. He gave a brief overview of the Committee and reported that HLC has new requirements that need to be in place by fall 2017. Representatives from all schools and colleges at UND provided their input.

- Mr. Quinn reported on the Ad Hoc Student Evaluation of Teaching Implementation Committee (SETIC). He gave a brief overview on the Committee’s work and on the new instrument that they will be implementing. Mr. Quinn thanked the Committee for all of their hard work. He stated that they have finished the pilot program and will partially roll out a new instrument in the fall and, hopefully, the full instrument in the spring. It will be online only. This instrument can be customized by faculty/departments. It will be integrated with PeopleSoft and Blackboard. This instrument can be used to assist with data analysis for future predictions. There is a power point available for everyone to preview. If you have questions, please contact Mr. Quinn.

- A report on the Ad Hoc Committee for the Study of Practices for the Evaluation of Administration (SPEA) was given by Ms. Hunter. She gave a brief update on this Committee’s work and reported that best practices across the nation of administrative evaluations and review were looked at. UND’s policy on evaluation was reviewed. The recommendation was to have a permanent committee to work on this issue.

- College representatives reported on budget discussions from each of the colleges.

- Ms. Christopherson gave a brief report on the Council of College Faculties.

- Ms. Weaver-Hightower reported on planned Senate Executive Committee (SEC) summer work. Senators were invited to join SEC meetings over the summer. The work of the SEC will include:
  - Plans for communication between Senate and administration and between Senators and constituents;
  - Work on the structure of the University Senate
  - Work on Faculty governance/Faculty Senate;
  - Discussion of student member attendance (rethink number of students, increase attendance);
  - Discussion of staff representation;
  - Work on the structure of University Senate to further collaboration between faculty, staff, and students;
  - Work to increase engagement of the President, Provost, VP’s;
  - Work on documents to be brought to the Senate, e.g., draft Senator job descriptions, work on the Faculty Handbook and web page, work on language to help committees revise charges, revise the Committee Manual, and research “No Confidence” procedures;
  - Analysis of areas for revision to University Senate bylaws;
  - Continuation of work from this year, e.g., continue work on anti-bullying and morale, look at number of tenure track lines vs. contingent faculty, increase faculty involvement in Master Planning, and gather campus priorities;

- A transition program for employees being cut due to the budget process was announced. The program can be accessed at: http://und.edu/finance-operations/human-resources-payroll/reduction-in-force-info.cfm
The minutes of the previous meeting were presented. A motion was made by Mr. Gedafa to accept the minutes as presented. Ms. Christopherson seconded and the minutes were approved as distributed.

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

Ms. Rakow made a motion to add discussion of a faculty assembly to the business calendar. Mr. Sheridan seconded and the item was added to the business calendar.

Ms. Laguette asked if there was any way to get money to help assist with the promotion process. Ms. Brekke spoke to this issue. In this budget cycle, it was stated that the dollars available were not to exceed 3% of occupied positions. The promotions piece during the annual process becomes part of that 3%, so there are no additional funds available for the promotion process.

Ms. Juntunen asked Ms. Brekke to qualify the 3% ceiling. Ms. Brekke replied that it is an average, it is not the maximum on the salary range, i.e., someone can get 5% and someone can get 0% if they don’t meet expectations on their annual review. This cycle is different than the past cycles and raises.

Ms. Rakow asked about the questions that were presented at the last meeting and if answers could be given. She stated that the campus has not been adequately informed on these issues. Ms. Weaver-Hightower responded that she is working on finding answers to the questions.

President Schafer gave a statement regarding the budget cuts from day one and reported that a summary of the cuts is posted on the web page.

Ms. Weaver-Hightower stated that this is not going to be the first time for budget cuts and that the Senate needs to look at mechanisms to help with the next budget cuts.

President Schafer stated that we should be examining the content of budget workshops to see if they can be expanded to contain the new steps and also the future MIRA budget so that people can understand the process.

Ms. Hunter recognized Marcia Mikulak. Ms. Mikulak asked why certain colleges were cut more than other colleges, e.g., why was the College of Arts and Sciences cut more than any other college. Dean Storrs made a comment regarding this question. The actual percent was 7.8%, which is less than other colleges that had up to 10% cuts. There was much discussion at each department within the College regarding these cuts and everyone had a say. Decisions were difficult to make but were necessary.

Ms. Kenville moved to extend the question period for five minutes provided a new question was asked. Mr. Quinn seconded the motion. The motion failed.

The question period closed at 5:17 p.m.
7.
Mr. Munski moved to accept in toto the following annual reports: Senate Budget, Restructuring and Reallocation Committee, Senate Honorary Degrees Committee, Senate Standing Committee on Faculty Rights, Senate Scholarly Activities Committee, Senate Online and Distance Education Committee, University Curriculum Committee, and the Senate Compensation Committee. Mr. Quinn seconded, and the reports were accepted and filed.

8.
The candidates for degrees in May, 2016, were presented. Ms. Kenville moved to accept, Ms. Henderson seconded, and the motion carried.

9.
The University Curriculum Committee report was presented. A motion was made by Mr. Sheridan and seconded by Mr. Munski to accept the report. The motion was approved.

10.
Proposed changes to the Senate Online and Distance Education Committee charge were presented. A motion was made by Mr. Quinn to accept the changes. Ms. Laguette seconded the motion, and the motion was approved.

11.
Ms. Rakow moved to extend the meeting by ten minutes. Mr. Gedafa seconded and the motion carried.

12.
Ms. Rakow moved to create an ad hoc committee of the University Senate called the Faculty Assembly. Mr. Sheridan seconded the motion. Discussion followed. Ms. Weaver-Hightower asked if it was to be an actual Senate committee or a group that gathers to discuss issues. Ms. Rakow stated that this group met all of the criteria to be a Senate committee. Ms. Laguette asked who would be on the Committee. Ms. Rakow said that all tenured faculty would be members of the Committee and that 10% of the membership would be needed to constitute a quorum. Ms. Kenville made a motion to close the discussion. Mr. Martin seconded and the motion carried. The motion to create an ad hoc committee called “the Faculty Assembly” failed.

13.
The meeting adjourned at 5:37 p.m.

Marci Mack, Secretary
University Senate