

University of North Dakota
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TO: Members of the Senate
FROM: Scott Correll, Secretary of the Senate
SUBJECT: Senate Meeting on September 6, 2018
DATE: August 30, 2018

The September meeting of the University Senate will be held on Thursday, September 6, 2018 at 3:30 p.m. in Room 113, Education.

CALL TO ORDER (Outgoing Chair Vogeltanz-Holm)

AGENDA

SENATE CALENDAR:

- 1) Announcements/Chair Opening Remarks:
 - a. Overview of University Senate Rules & Procedures (Chair Todhunter)
 - b. Coming year goals: Possible revisioning of selected USenate committees
 - c. Staff and Student government updates
- 2) Establish Quorum (Secretary Correll)
- 3) Review and approval of May 3, 2018 minutes located at:
<http://und.edu/university-senate/agendas-and-minutes.cfm>
- 4) Senate Executive Committee Report (Chair Todhunter)
 - a. SEC actions, May to August SEC meetings
 1. Faculty Handbook work
 2. Summer graduation candidates
- 5) Question period

CONSENT CALENDAR:

- 6) Annual Report of the Senate Curriculum Committee, Jeff VanLooy, Chair, Senate Curriculum Committee (attachment #1)
- 7) Annual Report of the Senate Committee on Committees, Dana Harsell, Chair, Senate Committee on Committees (attachment #2)

BUSINESS CALENDAR:

- 8) Senate Election of Officers (attachment #3)
Election of Senate Vice Chair/Chair Elect
- 9) Election of faculty representative to a two-year term on the Senate Executive Committee
- 10) Election of two Senate faculty members to a two-year term each on the Committee on Committees
- 11) Election of staff representative to the Senate Executive Committee
- 12) Election of student representative to the Senate Executive Committee
- 13) August 2018 Degree and Certificate Candidates (Scott Correll, Registrar)

University Curriculum Committee Annual Report 2017-2018

TO: Nancy Vogeltanz-Holm, University Senate Chair
FROM: Jeffrey VanLooy, University Curriculum Committee Chair
DATE: May 4, 2018

Membership of the University Curriculum Committee:

<u>Voting Members</u>	<u>College</u>	<u>Term Ends</u>
Jeffrey VanLooy	(JDO)	2018
Charles Miller	(A&S; HUM/Fine Arts)	2018
Katherine Terras	(EHD)	2019
Yi-Ping Hsieh	(CNPD)	2019
Zac Lunak	(SMHS)	2019
Marcellin Zahui	(CEM)	2020
Matt Notbohm	(BPA)	2020
Greg Vandeberg	(A&S; Math/Science)	2020
Karyn Plumm	VPAA Office	

Student Members:

Paul Henning, Sarah Strube, Justin Gerszewski

Ex-Officio

Scott Correll, Registrar/Christina Fargo, Assistant Registrar
Randy Pederson, Chester Fritz Library
Ryan Zerr, Essential Studies Director

Support Staff:

Christina Fargo, Office of the Registrar
Katrina Kriewall, VPAA Office

UCC Committee meetings were held the 2nd and 4th Thursday of each month 3:00 pm – 4:30 pm from August 2017 to April 2018 for a total of 15 times. The meeting dates are listed:

Fall 2017

August 31
September 14 & 28
October 12 & 26
November 9 & 30
December 5 & 14

Spring 2018

January 25
February 8 & 22
March 22
April 12 & 26

University Curriculum Committee Annual Report 2017-2018

Summary of Activities of the Committee:

1. Address general curriculum issues of interest to the university
 - Addressed the issue of overlapping courses. Considering the budget cuts and new budget models it was discussed how potential course duplication may impact department budgets.
 - Discussed the role of Essential Studies in relation to the University Curriculum Committee. The question of whether or not the UCC should have oversight over ES decisions was raised by various faculty on campus. The UCC voiced its concern over the amount of addition work in providing oversight for ES and also felt that the roles of the UCC and ES were substantially different enough to rule out necessary oversight.
2. Establish guidelines and procedures for course/program changes including new courses and programs
 - Revisions were made to the CourseLeaf site regarding the syllabus requirement for new course proposals. This requirement was replaced by more specific requirements of, 1. Course Learning Objectives and Outcomes, and 2. Course Topics to be covered in the course. The purpose of this change to CourseLeaf was due to the lack of uniformity and/or detail in syllabi submitted in new course proposals, which are often reviewed by the committee to determine any possible duplication of course material.
3. Considered and approved requests for course/program changes and proposals for new courses/programs and forward recommendations to the Senate. UCC reviewed and acted upon the following undergraduate, graduate, and program proposals:

Program Terminations	6
Program Terminations	3
Program Suspensions	8
Program Reactivation	2
New Academic Programs	22
Title Changes (Department, Degree, Major, Minor)	8
New Courses	116
Course Changes	370
Course Deletions	65
Program Changes	151
Total	745

University Curriculum Committee Annual Report 2017-2018

4. Ensure a University-wide curricular perspective.
 - UCC members reviewed all course/program requests with an eye for campus duplication, appropriate pedagogy and appropriate budgetary support from the college.
5. Elected Zac Lunak (SMHS) as UCC Chair for 2018-2019.
6. Recommendations for next academic year:
 - Continued efforts to communicate with and help educate faculty, chairs, and program directors on the curriculum approval process and the responsibilities of the department and college in the process.
 - Continued and enhanced communication and coordination with the VPAA Office and Registrar's Office to streamline process, provide timely and informed solutions to curricular issues.
 - Clarification and ongoing consideration of roles and responsibilities of UCC members in facilitating outreach, communication, and coordination with faculty, chairs, program directors, and college committees.
 - Create broadened opportunities for meaningful discussion of university-wide curricular issues and best practices regarding such issues as course credit for Undergraduate Teaching Assistants and tutoring/peer mentoring.
 - Collaboration with other committees and units to develop and codify understanding of appropriate role for UCC in facilitating successful implementation of MIRA.

August 28, 2018

Committee on Committees (CoC) Annual Report

Chair: Dana Harsell

Members: Holly Gabriel, Daba Gedafa, Bo Wood

The Committee met as needed during AY 2017-18, with many committee discussions occurring via email. The committee addressed and completed many of its functions and responsibilities, as outlined in the University Senate *Committee Manual*. These include:

1. Addressing issues regarding committees
2. Nominating personnel for Senate committee
3. Filling vacancies occurring on Senate committees
4. Recommending faculty nominees for appointment to all University committees with faculty membership.

The Committee also considered ways to broaden and increase the nomination pool among faculty and to implement those ideas in AY 2018-19.

Respectively submitted,

Dana Harsell, Chair, Committee on Committees

**UNIVERSITY SENATE
NOMINEES FOR SENATE OFFICERS (for information only)**

Nominations will also be accepted from the floor.

Vice Chair/Chair Elect of Senate (2018-2020)

Duane Helleloid – Professor of Management

Jeremiah Neubert – Assoc. Professor of Mech. Engineering

Jeff VanLooy – Assoc. Professor of ESSP

One Faculty Member on Senate Executive Committee (2018-2020)

Crystal Alberts – Assoc. Professor of English

Caroline Campbell – Assoc. Professor of History

Mike McGinniss – Assoc. Professor of Law

Two Faculty Members on Committee on Committees (2018-2020)

Kathy Smart – Assoc. Professor of Teaching & Learning

Ryan Zerr – Professor of Mathematics

Staff Representative on Senate Executive Committee (2018-2019)

Tyler Clauson – Staff Senate President

Student Representative on Senate Executive Committee (2018-2019)

Erik Hanson – Student Body President

The USenate Committee on Committees Presents:
Nominees for USenate Vice-Chair

Senator Duane Helleloid

My college education started with an AA degree from a community college, followed by bachelors and masters degrees in engineering, and after some time working at IBM and HP, a doctorate in business. I am now a Professor of Management, and been with UND for 15 years. Prior to joining UND, I served on the faculty at the University of Maryland, Towson University, the University of Connecticut, the Norwegian School of Management, the Stockholm School of Economics, and Rigas Ekonomikas Augstskola (Latvia). During my time at UND I have served as Chair of Management, and Director of the Leadership Minor, as well as on numerous university and college committees (currently on the Senate Budget Committee and the Student Academic Standards Committee). Teaching responsibilities have included a wide variety of courses, from freshman Essential Studies courses to graduate courses in strategic management, including in-class, online, and hybrid. While I have a record of continual research publication, what drew me to UND, and keeps me here, are the students and the opportunity to teach a variety of courses that I find interesting, and hopefully the students do also.

During my time at UND, we have witnessed a number of changes, and face continuing financial and enrollment pressures. The demographics of school age children in the region is not favorable, and the same number of schools in our region continually compete for fewer students. It is important that we both differentiate ourselves from our regional competitors, and that we attract students from a much wider area. In a few years, all universities will face the significant decline of 18 year olds that was a result of a low birth rate following the 2008 financial crisis. As a university, it is critical that we not only deal with today's financial and enrollment challenges, but prepare ourselves for even greater challenges in future years.

Senator Jeremiah Neubert

I joined the Mechanical Engineering Department at UND in August of 2007. I currently am tenured and hold the rank of Associate Professor. During my time at UND I have taught a wide range of courses including Introduction to Computer Programming, Statics, Dynamics, and graduate level robotics classes. My research has focused on innovative ways to teach, visually controlled robotics, and applications of deep learning.

I was elected to the University Senate in 2016. That same year I was elected to the Senate Executive Committee and continued serving in both roles to the present time. I have also worked on various committees during my time at UND including the Intercollegiate Athletic Committee, the Curriculum Committee and Seed Grant Review

Committee. I have also served as the Director of Graduate Studies for the Department of Mechanical Engineering and served at the Chair for the Graduate Studies in the College of Engineering and Mines. I am currently the Director of the Unmanned Aerial Systems Engineering Graduate Program and a member of the Research Institute for Autonomous Systems (RIAS).

I am seeking the position of Vice-Chair in an effort to better serve the faculty and staff at UND. My goal in this position will be to help form a better partnership between those I represent and the administration at UND. Empowering the faculty and staff is important because it ensures that everyone takes ownership of what is happening at UND. UND will face many challenges over the next few years. I feel strongly that all the parties involved must have a voice to ensure these challenges are turned into opportunities for growth and positive change.

Senator Jeff VanLooy

Having been born and raised in Grand Forks, I pursued my higher education around the country and graduated with a Ph.D. in Geography (with a focus in Glaciology and remote sensing) from the University of Utah in 2007. In 2010 I was excited to have the opportunity to come home as an Assistant Professor in the Department of Earth System Science and Policy at UND. The university and my department provided incredible opportunities to help launch my research and to reach a dream of leading students nearly every year into the Wyoming wilderness to research and learn about glaciers and their importance as a water resource. Over the last eight years, I have helped my department grow from a graduate and research-only program, to incorporate undergraduate teaching and create the minor in Sustainability Studies. I have worked hard to build relationships across campus and to help my department develop collaborative efforts in teaching and research. Through my teaching, research, and service, I truly enjoy working as a member of the university community.

University service is a critical and necessary part of faculty life. Not only do I feel the need to give back, but if we are to make a difference in where we work, we need to participate in shared governance. Over the last several years I have served on a number of departmental and university committees from faculty seed money review subcommittees to the University Senate. Over the last three years I have sat on the University Curriculum Committee, serving as chair this past year while also sitting on the Senate Budget Committee. Currently, I am a Senator at-large and serve on the Special Review Committee Pool. Outside of the university, I am in the third of three years as the chair of the cryosphere specialty group of the American Association of Geographers. Despite the amount of time and effort these positions require, I pride myself on the ability to stay focused, organized, even-tempered, and responsive. I believe these characteristics are necessary whether leading a group of students through the wilderness, or leading a group of faculty as a committee chair. In my opinion, two of the most important duties in leadership are to, 1. Listen for the purpose of understanding, and 2. Remain humble and recognize that true service is about the

greater good of the community and not about one's own interests. I feel very strongly about these duties, and if elected vice chair / chair elect I would strive to lead the University Senate in this manner.

I recognize that this is an important position that takes focus and attention, and I will do my best to make sure that I listen to all corners of the University Senate, not just faculty, but also students and staff. As well, I will make sure the opinions and concerns of the collective voice are brought to and understood by the administration in an effort to improve effective communication between the executive and university bodies.

The USenate Committee on Committees Presents:
Nominees for USenate Senate Executive Committee

Senator Crystal Alberts

Senator Alberts is an Associate Professor of English. She completed her BA in English and Religion at Mount Holyoke College (South Hadley, Massachusetts), where she was a McNair Scholar; she earned her MA/PhD in English and American Literatures at Washington University in St. Louis with a specialization in US literature and culture 1945-present. Senator Alberts has been a member of the UND community since 2007, when she began teaching as a Senior Lecturer. After completing her PhD, she taught for two more years as a temporary Assistant Professor before being placed on the tenure-track in 2010. She was tenured and promoted in 2015.

Although this is Senator Alberts' first year on Senate, she has served the UND community, the Greater Grand Cities, and the State of North Dakota in various capacities. She volunteered to be the Co-director (and later sole Director) of the UND Writers Conference beginning in April 2009--before she became tenure-track--and has held the position since. She writes, and is awarded, numerous grants every year; she works closely with the UND Foundation and the College of Arts & Sciences to fundraise for the UND Writers Conference; and she negotiates contracts regularly. She co-founded and continues to run "Greater Grand Forks Reads;" she works with local and state arts/humanities organizations often. She also served as associate chair of English for two years.

As a first-generation college student from a working-class background, she is part of a group that includes members of Student Affairs, the College of Arts & Sciences, Student Success, TRIO, and others that has created more resources for our 1,700+ first generation students in the hopes of helping them complete their degree. This group reviewed the entire New Student Orientation program to be more first gen friendly and piloted its first "First Generation Orientation Day" this past summer with faculty/staff volunteers from across campus.

In addition to her service, Senator Alberts teaches undergraduate courses, including, among other things, the introduction to the major and one half of the required survey course (American Literature 1865-Present). She also teaches graduate seminars, runs comprehensive exams, and chairs/serves on dissertation committees.

Her past or forthcoming publications include "'I'm Only Just Starting to Look": Media, Art, and Literature after 9/11," "Freud is finished, Einstein's next": Don DeLillo's *Cosmopolis*, Chaos Theory, and Quantum Entanglement," and articles on Indigenous authors, such as Diane Glancy, Ralph Salisbury, and Layli Long Soldier. Her book proposal for *Everything is Connected: Art & Science in the Works of Don DeLillo* is currently under review.

While her area of specialization is US literature and culture, her research agenda also includes building a digital collection of archival video covering the UND Writers Conference since 1970. As a result, she frequently collaborates with Computer Science, the Computational Research Center, and the Chester Fritz Library. In addition, Senator Alberts spent the last two years as senior personnel for North Dakota EPSCoR, serving as the Communication lead for the UND-based Center for Regional Climate Studies, while also assisting ND EPSCoR with the NSF site visit in August 2017. Prior to graduate school, she worked for Thomson Reuters in Eagan, MN, better known as *WESTLAW*.

In short, she is comfortable in Clifford, Hughes, Merrifield, the School of Law, Witmer, and more. She is dedicated to the liberal arts broadly defined, often speaks up to point out their importance, and—having been all three and one time or another—is a vocal advocate for students, staff, and faculty.

Senator Caroline Campbell

Senator Campbell is an Associate Professor of History (tenured), specializing in modern French history. She has been at UND for nine years, and teaches undergraduate and graduate courses on French history, European history, World history, and human rights.

A historian of fascism, colonialism, and women's history, she is the author of the first monograph on women in French fascism, entitled *Political Belief in France: Gender, Empire, and Fascism in the Croix de Feu and Parti Social Français, 1927-1945* (Louisiana State University Press, 2015). She has published multiple peer-reviewed articles with highly-regarded journals in the U.S., U.K., and France. This research has been funded by nationally competitive grants and fellowships, including from the National Endowment of the Humanities and the American Philosophical Society.

Senator Campbell is a product of public education (K-12; BA, University of Colorado; PhD, University of Iowa) and believes strongly in the value of educational access and quality. While at UND, she has engaged in multiple service opportunities, including being a member of the Curriculum Committee, a board member of the Center for Human Rights and Genocide Studies and International Studies, a member of the Women and Gender Studies Executive Committee, and a member of the Student Relations Committee; she is a member of the American Historical Association, Society for French Historical Studies, and French Colonial Historical Society.

Senator Michael S. McGinniss

Senator McGinniss is an Associate Professor in the School of Law, where he joined the faculty in 2010 and teaches courses on Professional Responsibility, Evidence, Conflict of Laws, Remedies, and Advanced Legal Ethics. His research and scholarship have

focused on questions concerning the professional, ethical, and moral responsibilities of lawyers. He serves in significant leadership roles in the North Dakota legal community, including as a long-time member and current Chair of the North Dakota Joint Committee on Attorney Standards and as the President of the Randy H. Lee American Inn of Court in Grand Forks. At UND, he has been elected by his School of Law colleagues to multiple terms on the University Senate, and has served on the University Promotions Committee and as a member and Vice Chair of the Senate Scholarly Activities Committee. He currently serves as a member of the Senate Budget Committee. Consistent with principles emphasized in his teaching and scholarship, Senator McGinniss is committed to applying and promoting high ethical standards in leadership and integrity in decision making.