

TO: Members of the Senate
FROM: Scott Correll, Secretary of the Senate
SUBJECT: Senate Meeting on February 7, 2019
DATE: February 2, 2019

The February meeting of the University Senate will be held on Thursday, February 7, 2019 at 3:30 p.m. in Room 113, Education.

CALL TO ORDER (Chair Todhunter)

AGENDA

SENATE CALENDAR:

- 1) Announcements/Chair Opening Remarks:
 - a. Council of College Faculties Update (attachment)
 - b. Staff Senate Update
 - c. Student Government Update
 - d. Jed Shivers: VPFO Review and Update
- 2) Establish Quorum (Secretary Correll)
- 3) Review and approval of December 6, 2018 USenate minutes located at:
<http://www1.und.edu/university-senate/usenateminutest-2-06-18.pdf> (attachment)
- 4) Senate Executive Committee Report (Chair Todhunter)
 - a. Fall 2018 USenate attendance (attachment)
 - b. SELFI Update
- 5) Question period

CONSENT CALENDAR:

- 6) Annual Report, Academic Policies and Admissions Committee (attachment)

BUSINESS CALENDAR:

- 7) Curriculum Committee, Request for Approvals (attachment)
- 8) Honorary Degrees Committee – Honorary Degree Nominations (Elizabeth Scharf)
- 9) Essential Studies Committee, Revalidations (attachment)
- 10) Faculty Instructional Development Committee revised charge (attachments)
- 11) Foreign Language Placement and Credit Test Revision (attachment, Scott Correll)
- 12) Revision to University Graduation Requirements – Minor Policy Revision (attachment, Scott Correll)
- 13) Revision to University Graduation Requirements – Residence Requirement Revision (attachment, Scott Correll)
- 14) Revision to University Graduation Requirements – Second Major Transcript Processing Revision (attachment, Scott Correll)

North Dakota Council of College Faculties

Legislative Priorities for the 66th North Dakota Legislative Assembly

The Council of College Faculty fosters quality in scholarly activities, teaching and learning, and considers all issues and conditions of employment which apply to the faculty at all campuses of the system. The Council membership consist of faculty representatives from each campus. The Council unanimously approved the following priorities.

Salary Increase

The Council supports the State Board of Higher Education's recommendation of a 4% salary increase in both years of the biennium.

Faculty did not receive a pay increase during either of the past two years, while the cost of living increased about 4%. In addition to being a financial hardship, it is affecting faculty morale. Furthermore, faculty have an increased work load as a result of a reduction in faculty due to previous budget cuts.

Oppose Further Cuts to Funding

The Council supports the State Board of Higher Education needs-based budget request for the 2019-21 biennium that is at a "hold even" level from the previous biennium.

As a result of budget cuts last session, nearly 700 positions were eliminated across the university system. Quality is being affected both in the ability to provide an appropriate education for students and to conduct research to benefit the state. Funding is needed to provide new programs to students in evolving areas.

Maintain the Current Benefits Package

The Council supports maintaining the current benefits package for faculty.

The benefits are a valued part of compensation. Requiring faculty to pay a portion of health insurance, for example, is a reduction in compensation.

Debora Dragseth, President

Birgit Pruess, SBHE Faculty Advisor

Kenneth Hellevang, Legislative Sub-Committee

Minutes of the University Senate Meeting
December 6, 2018

1.

The December meeting of the University Senate was held at 3:30 p.m. on Thursday, December 6, 2018, in Room 113, Education. Chair Paul Todhunter presided.

2.

The following members of the Senate were present:

Adjekum, Daniel	Holm, Jeff	Oancea, Cristina
Alberts, Crystal	Hume, Wendelin	Olson, Devon
Berg, Justin	Iseminger, Colt	Ozaki, Casey
Bjerke, Elizabeth	Jeno, Susan	Peterson, Lawrence
Campbell, Caroline	Juntunen, Cindy	Petros, Tom
Clauson, Tyler	Keengwe, Jared	Rogers, Aimee
Correll, Scott	Laguetta, Soizik	Rundquist, Brad
Denny, Dawn	Linder, Meloney	Shogren, Maridee
DiLorenzo, Thomas	Lindseth, Paul	Takahashi, Shuzo
Doze, Van	Luber, Patrick	Tavakolian, Kouhyar
Du, Guodong	Majerus, Ryan	Todhunter, Paul
El-Rewini, Hesham	Matz, Adam	Vandeberg, Greg
Gjellstad, Melissa	McGinniss, Mike	VanLooy, Jeff
Green, Noelle	Millspaugh, Richard	Walker, Stephanie
Halgren, Cara	Mochoruk, James	Yang, Cai Xia
Hanson, Erik	Mostad-Jensen, Anne	Zimmerman, Sonia
Heitkamp, Thomasine	Munski, Doug	
Hoffmann, Mark	Myers, Brad	

3.

The following members of the Senate were absent:

Blackburn, Royce	Jorgenson, Terra	Shivers, Jed
Carlson, Hannah	Kennedy, Mark	Simonson, Ty
Dauphinais, Kirsten	Legerski, Elizabeth	Smart, Kathy
Dodge, Michael	Lim, Howe	Sturges, Denyse
Dschaak, Kaleb	Malheim, Jeremy	Tang, Clement
Eggen, Summer	McGimpsey, Grant	Wilson, Nick
Farris, Nick	Neubert, Jeremiah	Wood, Bo
Fernandez-Haan, Zach	Rabiei, Minou	Wynne, Joshua
Gupta, Surojit	Reed, Patricia	Yoshida, Shou
Henley, Amy	Roux, Gayle	Zerr, Ryan
Helleloid, Duane	Schaefbauer, Jordan	
Hunter, Joshua	Sens, Mary Ann	

4.

The following announcements were made:

- a. Mr. Petros gave a Council of College Faculties (CCF) update regarding granting tenure to university presidents. The Chancellor wants to be able to grant tenure as a recruiting tool. CCF took a stance against the proposal. It will go for a second reading to the State Board of Higher Education. Mr. Petros stated that there is a fair amount of opposition to the proposal.

- b. Mr. Clauson gave a Staff Senate update. He reported that Staff Senate will have a 20th Anniversary reunion celebration in December. He also reported that there will be a UND Takeover event Wednesday, December 12 after work.
- c. Mr. Hanson gave a Student Government update. He stated that students approved the increase in fees to build a new Memorial Union. The Student Senate is also gearing up for the legislative session.
- d. Madhavi Marasinghe, CIO, University IT, provided an update on multi-factor authentication. The product is DUO Mobile. You will need to use your standard login/password as well as the multi-factor authentication.

5.

Quorum was established.

6.

Mr. Todhunter called attention to the minutes of the November 1, 2018, University Senate meeting; without objection, the minutes were approved.

7.

Mr. Todhunter provided an update on the status of the SELFI. A SELFI Committee has been working diligently over the past several months to share information as soon as it is available. Videos have been created to inform students about the importance of the SELFI and there has been communication to instructors regarding training.

8.

The twenty-minute question period opened at 4:15 p.m.

Mr. Petros asked about the SELFI standard qualitative data being shared with chairs. He stated that he believes the Faculty Handbook states that only aggregate quantitative data is made available to chairs and deans for teaching evaluation. Mr. Todhunter said the Faculty Handbook will be reviewed for wording on this matter. SELFI procedures and the Faculty Handbook must be in agreement.

Mr. Petros asked if a statement as to what percent of completion makes data useful/meaningful could be added to the Dashboard. Mr. Hanson replied that students understand the importance of a higher number of reviews. Mr. Todhunter stated that the SELFI working group has adopted 60% as a target goal.

Ms. Rogers asked if the student's expected grade could be a question on the SELFI.

Mr. Mochoruk asked if we could use previous SELFI data in the new dashboard, even if on a voluntary basis.

Ms. Gjellstad asked if individual data was going to be compared to department norms. Mr. Holm said it was not considered.

Ms. Alberts asked if the legality and FERPA issue has been addressed regarding students for whom classroom teaching is part of their degree program. Mr. Todhunter stated student instructors, in such cases, would be asked to sign a waiver. A signature would be needed before the results could be released.

Ms. Alberts asked if there has been a consideration on condition of employment regarding the SELFI results. Mr. DiLorenzo stated this is only one metric of many that should be used.

Ms. Alberts asked about our minimum undergraduate and graduate class sizes versus those at NDSU. Mr. DiLorenzo does not know NDSU minimum standards, but ours are not hard set.

The question period ended at 4:28 p.m.

9.

Mr. Todhunter called attention to the Annual Report from the Senate Library Committee. The report was accepted and filed.

10.

Mr. Todhunter called attention to the proposed Senate Online and Distance Education Committee charge revision. Mr. Holm moved to approve the revised charge. Mr. VanLooy seconded, and the motion carried.

11.

Mr. Todhunter called attention to the University Curriculum Committee report. Mr. Holm moved to approve, Ms. Jenö seconded, and the motion carried.

12.

Mr. Todhunter called attention to the December 2018 list of Candidates for Degrees. Mr. Munski moved to approve, Ms. Heitkamp seconded, and the motion carried.

13.

Mr. DiLorenzo made a comment on the voluntary separation program. Please talk with HR or Heather Wages in the Provost Office if you want more information.

14.

The meeting adjourned at 4:39 p.m.

Scott Correll, Secretary
University Senate

UNIVERSITY OF NORTH DAKOTA
SENATE MEETING ATTENDANCE RATES*
SENATE MEMBERSHIP**, FALL SEMESTER 2018

Ex-Officios	% of Meetings Attended	At-Large Senators	% of Meetings Attended	College Representatives	% of Meetings Attended	Student Representatives	% of Meetings Attended	Staff Representatives	% of Meetings Attended	SUMMARY	% of Meetings Attended
Scott Correll	75	Elizabeth Bjerke	75	Daniel Adjekum	100	Hannah Carlson	0	Tyler Clauson	100	Ex-Officios (16)	50
Tom DiLorenzo	100	Michael Dodge	75	Chrystal Alberts	100	Kaleb Dschaak	0	Jeremy Maiheim	25	At-Large Senators (31)	84
Hesham El-Rewini	75	Guodong Du	75	Justin Berg	100	Summer Eggen	0	Patricia Reed	0	College Reprs (25)	83
Cara Halgren	75	Melissa Gjelstad	75	Royce Blackburn	75	Nick Farris	50			Student Reprs (11)	32
Amy Henley	0	Thomazine Heitkamp	75	Caroline Campbell	100	Zach Fernandez-Haan	0			Staff Reprs (3)	42
Cindy Juntunen	50	Mark Hoffmann	100	Kirsten Dauphinais	75	Noelle Green	100			Total Senators (86)	69
Mark Kennedy	0	Jeff Holm	100	Dawn Denny	100	Erik Hanson	100				
Meloney Linder	100	Wendelin Hume	100	Van Doze	100	Ryan Majerus	75				
Paul Lindseth	75	Colt Iseminger	100	Surojit Gupta	75	Jordan Schaeferbauer	0				
Grant McGimpsey	0	Sue Jen0	75	Duane Heileloid	75	Ty Simonson	25				
Brad Myers	100	Terra Jorgenson	75	Joshua Hunter	50	Shou Yoshida	0				
Gayle Roux	0	Jared Keengwe	100	Patrick Luber	100						
Brad Rundquist	50	Soizik Laguette	100	Adam Matz	100						
Jed Shivers	50	Elizabeth Legerski	75	Mike McGinniss	100						
Stephanie Walker	50	Howe Lim	75	Richard Millspaugh	75						
Joshua Wynne	0	James Mochoruk	100	Anne Mostad-Jensen	75						
		Doug Munski	100	Devon Olson	100						
		Jeremiah Neubert	50	Casey Ozaki	75						
		Cristina Cancea	100	Lawrence Peterson	100						
		Tom Petros	100	Minou Rabiei	50						
		Aimee Rogers	100	Many Ann Sens	50						
		Kathy Smart	75	Mandee Shogren	75						
		Denyse Sturges	50	Paul Todhunter	75						
		Shuzo Takahashi	100	Nicholas Wilson	75						
		Clement Tang	25	Bo Wood	75						
		Kouhyar Tavakolian	100								
		Greg Vandeberg	50								
		Jeffrey VanLooy	100								
		Cai Xia Yang	100								
		Ryan Zerr	75								
		Sonia Zimmerman	100								

* Percentages based on four official meetings in Fall, 2018 (9/6, 10/4, 11/1 and 12/6)

** Official Senate membership is 86

Source: Office of the Registrar (12/7/18)

To: Lori Hofland, Administrative Assistant, Office of the Registrar
From: Timothy Prescott, Chair, Academic Policies and Admissions Committee, 2018-2019
Re: APAC Annual Report, 2017-2018
Date: January 24, 2019

The following issues were discussed and voted upon during the 2017-2018 academic year:

- Requiring midterm deficiencies be entered into Starfish.
- Allowing repeating courses to use the best grade instead of the most recent.
- Adjusting the transfer credit requirement from 25 to 24 before requiring proof of high school graduation.
- Reducing the required number of credits for program certificates from 16 to 9.

The committee considered a proposal that would prohibit large value assignments being due the week before finals, unless students received sufficient time to complete the assignment. We solicited feedback from chairs, modified the proposal, and will be forwarding the proposal to the senate.

During the 2018-2019 academic year so far, the committee has also proposed:

- Clarifying that a credit hour requires two hours outside of class time.
- Reducing the required number of credits for a minor from 20 to 16.
- Reducing the required number of UND credits for a minor from 4 to 3.
- Allowing students to have multiple majors listed on their transcript without requiring a dean's signature.
- Updating the procedures for foreign language placement exams.

Respectfully submitted,
Timothy Prescott

Department	Course	Goals	BoK	Special Emphasis
ANTH 100	Introduction to Anthropology	CI&A, IK&S	Social Science	
ANTH 170	Introduction to Biological Anthropology	CI&A	M,S,T	
ANTH 171	Introduction to Cultural Anthropology	CI&A, IK&S	Social Science	G
ANTH 172	Introduction to Archaeology	IK&S	Social Science	G
ANTH 200	World Prehistory	IK&S	Social Science	G
ANTH 371	Cultural Dynamics	CI&A, IK&S	Social Science	G
ANTH 377	North American Archaeology	CI&A, IK&S	Social Science	G
ANTH 379	Culture Area Studies	CI&A, IK&S	Social Science	G
ANTH 480	Senior Seminar	CI&A, WC, IK&S	Capstone	A
GEOL 101	Introduction to Geology	CI&A	M,S,T	
GEOL 101L	Introduction to Geology Lab	CI&A	M,S,T	Lab science
GEOL 102	The Earth Through Time	CI&A	M,S,T	
GEOL 103	Introduction to Environmental Issues	CI&A	M,S,T	
GEOL 111	Views of Earth and Planets	CI&A	M,S,T	
GEOL 205	Surviving on Planet Earth	CI&A	M,S,T	
GEOL 356	Geosciences Lectures	WC, OC	Communication	
GEOL 420	The Evolving Earth	OC, IL	Capstone	A
GEOL 421	Seminar I	WC, OC	Communication	
GEOL 422	Seminar II	WC, OC	Communication	
HIST 101	Western Civilization I	CI&A, IK&S	Humanities	G
HIST 102	Western Civilization II	CI&A, IK&S	Humanities	G
HIST 103	United States to 1877	CI&A, IK&S	Humanities	U
HIST 104	United States since 1877	CI&A, IK&S	Humanities	U
HIST 105	World Civilizations I	CI&A, IK&S	Humanities	G
HIST 106	World Civilizations II	CI&A, IK&S	Humanities	G
HIST 220	History of North Dakota	CI&A, IK&S	Humanities	
HIST 230	History of Modern Science	CI&A, IK&S	Social Science	G
HIST 325	The American West to 1890	WC, OC	Humanities	A
HIST 332	Women American History to 1865	CI&A, IK&S	Humanities	U
HIST 333	Women in American History since 1865	CI&A, IK&S	Humanities	U
HIST 371	African-American History since 1877	IK&S	Humanities	U
HIST 440	Research	CI&A, WC, OC	Capstone	A
BIOL 111	Concepts of Biology	CI&A, IL	M,S,T	

BIOL 111L	Concepts of Biology Lab	CI&A	M,S,T	Lab Sciences
BIOL 150	General Biology I	CI&A	M,S,T	
BIOL 150L	General Biology I Lab	CI&A	M,S,T	Lab Sciences
BIOL 151	General Biology II	CI&A	M,S,T	
BIOL 151L	General Biology II Lab	CI&A	M,S,T	Lab Sciences
BIOL 480	Senior Capstone Seminar	WC, IL	Capstone	A
BIOL 481	Fisheries & Wildlife Capstone	WC, IL	Capstone	A
BIOL 489	Senior Honor Thesis	WC, IL	Capstone	A
HON 101	Inquiry in the Humanities	IK&S	Humanities	U
HON 102	Inquiry in the Social Sciences	IK&S	Social Sciences	U
HON 372	Advanced Social Sciences Colloquium US Diversity	IK&S	Social Sciences	U
HON 381	Exploring Global Diversity Through Humanities	IK&S	Humanities	G
HON 382	Exploring Global Diversity: Social Science	IK&S	Social Sciences	G
HON 391	Advanced Colloquium in the Humanities	CI&A	Humanities	
HON 392	Advanced Colloquium in Social Science	CI&A	Social Sciences	
HON 393	Advanced Colloquium in the Sciences	CI&A	M,S,T	
HON 489	Senior Honor Thesis	OC, IL	Capstone	A
MATH 103	College Algebra	QR	M,S,T	QR
MATH 105	Trigonometry	QR	M,S,T	QR
MATH 115	Introduction to Mathematical Thought	QR	M,S,T	QR
MATH 146	Applied Calculus I	QR	M,S,T	QR
MATH 165	Calculus I	QR	M,S,T	
MATH 166	Calculus II	QR	M,S,T	
MATH 321	Applied Statistical Methods	QR		QR
MATH 488	Senior Capstone	WC, OC	Capstone	A, Lab Science
PSYC 111	Introduction to Psychology	CI&A	Social Science	
PSYC 241	Introduction to Statistics	QR	M,S,T	QR
PSYC 250	Developmental Psychology	CI&A	Social Science	
PSYC 270	Abnormal Psychology	CI&A	Social Science	
PSYC 405	History/Systems of Psychology	WC, OC, IL	Capstone	
PSYC 433	Psychology of Learning	WC		A
PSYC 460	Advanced Social Psychology	CI&A, WC	Social Science	A
SW 442	Social Policy	WC		A
SW 483	Field Instruction II	CI&A, OC, IL	Capstone	

SW 484	Field Instruction Seminar II		CI&A, WC, IL	Capstone	
RHS 200	Helping Skills Community Services		OC	OC	
RHS 493	Senior Capstone Seminar		OC	Capstone	A
RHS 250	Contemporary Issues in Rehabilitation		CI&A, IK&S	Social Science	U
TECH 300	Technology & Society		WC, OC	M,S,T	
SOC 475	Sociology Capstone		CI&A, WC	Capstone	
SOC 361	Social Psychology		CI&A	Social Science	
SOC 340	Sociology of Gender & Sex Roles		QR	Social Science	
SOC 326	Sociological Statistics		CI&A, QR	M,S,T	QR
SOC 306	Social Change		WC		A
SOC 253	Juvenile Delinquency		CI&A	Social Science	
SOC 250	Diversity in American Society		IK&S	Social Science	U
SOC 115	Social Problems		CI&A	Social Science	
SOC 110	Introduction to Sociology		IK&S	Social Science	U

SENATE FACULTY INSTRUCTIONAL DEVELOPMENT COMMITTEE

Purpose:

To serve as an advocate and activist for instructional development at UND and to solicit requests for funds made available to the committee, review the requests and make allocations. To review nominations for outstanding faculty awards and forward recommendations to the VPPA.

Membership:

Director, Faculty and Staff Development (one)

Faculty (six)

Vice President for Academic Affairs (one)

Terms:

Director, Faculty and Staff Development – concurrent with office

Faculty - three years with terms of two expiring each year

Vice President for Academic Affairs - concurrent with office

Selection:

Director, Faculty and Staff Development - ex-officio

Faculty - elected by the Senate in April and assuming responsibilities at start of fall semester

Vice President for Academic Affairs - ex-officio

Functions and Responsibilities:

Acting of its own volition, upon the request of the Senate and/or others, the Committee shall assume the following responsibilities:

1. In line with the University's Strategic Plan, be a collective advocate and activist for instructional development at the University. The committee might do studies, sponsor programs, make recommendations, and seek additional funding which would support instructional improvement and the professional development of UND faculty, for all instructors at all ranks, as teachers.
2. Stimulate and encourage faculty instructional development, develop the faculty institutional policy on instructional research, and distribute funds (when provided) that are made available to the Faculty Instructional Development Committee on the basis of applications submitted to it. Also, solicit and review requests for these funds and make recommendations for the award of these funds.
3. To work with the Teaching Transformation and Development Academy (TTaDA) in an advisory capacity. The Committee will provide advice regarding instructional development to director of TTaDA. The Committee also will provide consultation on instructional development opportunities provided by TTaDA.
4. Review funding and other support provided at the college level for instructional development, to ensure best practices are followed and faculty are aware of instructional development opportunities.
5. Act in an advisory capacity for all instructional development opportunities for both online and on campus instructors.

6. Make recommendations for outstanding faculty awards (Awards of Excellence). The committee will publicize the awards, collect nominations and applications and forward recommendations to the VPAA.

To assist with nominations and help make recommendations for the teaching awards, undergraduate and graduate students will be invited to assist the Committee in its deliberations. The number of students will be at the discretion of the Committee but shall not exceed four (4).

7. Other duties as assigned that are congruent with the overall mission of this Committee.

Guidelines:

1 The Director of **Faculty and Staff Development** will convene the committee each year, and will provide staff support to the committee.

2. The committee will elect its chairperson each year.

3. The committee will determine its own policies and procedures, consistent with University policies and procedures, as well as with the intent and specification of funds or other resources provided to it.

4. The committee will be accountable to the Senate, as any other Senate Committee. The FIDC will also be accountable to the VPAA, through the Director of **TTaDA** for these responsibilities given to it by the VPAA, i.e., advise **TTaDA** and, when requested, make decisions regarding funds for instructional development.

Report to Senate:

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

Sources of Information:

University Senate Minutes - October 2, 1980

University Senate Minutes - April 7, 1983

University Senate Minutes - March 4, 1999

University Senate Minutes – November 7, 2013

SENATE FACULTY INSTRUCTIONAL DEVELOPMENT COMMITTEE

- Purpose: To serve as an advocate and activist for instructional development at UND and to solicit requests for funds made available to the committee, review the requests and make allocations.
- Membership: Director, Office of Instructional Development (one)
Faculty (six)
Vice President for Academic Affairs (one)
- Terms: Director, Office of Instructional Development - concurrent with office
Faculty - three years with terms of two expiring each year
Vice President for Academic Affairs - concurrent with office
- Selection: Director, Office of Instructional Development - ex-officio
Faculty - elected by the Senate in April and assuming responsibilities May 1
Vice President for Academic Affairs - ex-officio
- Functions and Responsibilities: Acting of its own volition, upon the request of the Senate and/or others, the Committee shall assume the following responsibilities:
- As part of an expanded program of instructional development, the FIDC assumes functions previously served by the Council on Teaching and Committee on Instructional Development (a VPAA committee).
1. Be a collective advocate and activist for instructional development at the University. The committee might do studies, sponsor programs, make recommendations, and seek additional funding which would support instructional improvement and the professional development of UND faculty as teachers.
 2. Stimulate and encourage faculty instructional development, develop the faculty institutional policy on instructional research, and allocate funds made available to the Faculty Instructional Development Committee on the basis of allocations submitted to it.
 3. Determine the best use(s) of funds made available to it by the University. Also, solicit and review requests for these funds and make recommendations for the award of these funds.
- Guidelines:
- 1 The Director will convene the committee each year, and will provide staff support to the committee.
 2. The committee will elect its chairperson each year.
 3. The committee will determine its own policies and procedures, consistent with University policies and procedures, as well as with the intent and specification of funds or other resources provided to it.

Foreign Language Placement & Credit Test

Students with a background in a foreign language which is currently taught in the Languages Department at UND may receive credit by taking a test in that language through the Languages Department. It is strongly recommended that students take this test during pre-registration or registration. Students who take it later than the end of their first semester in residence will need to see the Language Lab Director for the appropriate petition form, and will need to petition to establish eligibility. Students who are enrolled in a language course and wish to take the Foreign Language Placement & Credit Test in that language must take it during the first two weeks of the semester. Credits earned through the Foreign Language Placement & Credit Test do not satisfy any Essential Studies Special Emphasis requirements.

Credit earned through College Level Examination Program (CLEP) tests may be recognized by UND (see [CLEP](#) listing), and students who have completed French, German, Latin, or Spanish Advanced Placement (AP) courses with appropriate scores may also receive credit. This credit is normally equivalent to Levels I and II in that language (see [Advanced Placement](#) listing). Neither CLEP credit nor AP credit will satisfy any Essential Studies Special Emphasis requirements.

Native speakers of a language other than English who wish to take classes in that language may enroll without special permission in any 400-level course, or in any 300-level course which emphasizes literary or cultural topics. Native speakers must obtain the permission of the department, however, to enroll in any 300-level course which emphasizes language instruction, or in any lower-division course. Incoming students whose native language (as indicated on their TOEFL exam) is one offered at UND should consult the Director of the Language Laboratory (M-306) about automatic waiver of the language placement examination.

Change to:

Students with a background in a foreign language ~~which is currently taught in the Languages Department at UND~~ may receive credit by taking a test in that language through the ~~Languages Department~~ University of North Dakota-Testing Center. It is strongly recommended that students take this test during pre-registration or registration. ~~Students who take it later than the end of their first semester in residence will need to see the Language Lab Director for the appropriate petition form, and will need to petition to establish eligibility.~~ Students who are enrolled in a language course and wish to take the Foreign Language Placement & Credit Test in that language must take it during the first two weeks of the semester. Credits earned through the Foreign Language Placement & Credit Test do not satisfy any Essential Studies Special Emphasis requirements.

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students whose native language (as indicated on their TOEFL exam) is one offered at UND should consult with the ~~Director of the Language Laboratory (M-306)~~ chair of the languages department about automatic waiver of the language placement examination.

Revision to University Graduation Requirements

Former:

V. Minors

Minors shall consist of a minimum of 20 semester hours of course work with the course distribution established by the appropriate department or departments with the approval of the University Curriculum Committee. Minors may consist of courses associated with a department or discipline (e.g. chemistry); a specialty within a department (office administration, etc.) or a collection of courses which cross disciplines (e.g. international studies). A minor is not required by the University but may be required in some programs for an undergraduate degree. A student may declare a minor in the office of the dean of the college in which the minor is offered.

Proposed:

V. Minors

Minors shall consist of a minimum of 16 semester hours of course work with the course distribution established by the appropriate department or departments with the approval of the University Curriculum Committee. Minors may consist of courses associated with a department or discipline (e.g. chemistry); a specialty within a department (office administration, etc.) or a collection of courses which cross disciplines (e.g. international studies). A minor is not required by the University but may be required in some programs for an undergraduate degree. A student may declare a minor in the office of the dean of the college in which the minor is offered.

Revision to University Graduation Requirements

Former:

IV. Residence Requirements

A candidate for the bachelor's degree who enters with transfer credit must obtain from the University a minimum of 30 semester hours of institutional credit. Fifteen semester credits in the student's major and four semester credits in the minor, if a minor is declared, must be institutional credit. Some colleges of the University may require more than 15 hours of institutional credit in the major.

Institutional Credit includes degree credit courses:

1. taken in residence;
2. taken through Continuing Education.

Credits earned by examination, e.g., Foreign Language Placement and Special Examination for Credit, do not count as Institutional Credit.

Proposed:

IV. Residence Requirements

A candidate for the bachelor's degree who enters with transfer credit must obtain from the University a minimum of 30 semester hours of institutional credit. Fifteen semester credits in the student's major and **three** semester credits in the minor, if a minor is declared, must be institutional credit. Some colleges of the University may require more than 15 hours of institutional credit in the major.

Institutional Credit includes degree credit courses:

1. taken in residence;
2. taken through Continuing Education.

Credits earned by examination, e.g., Foreign Language Placement and Special Examination for Credit, do not count as Institutional Credit.

Revision to University Graduation Requirements

Former:

III. Majors

The specific requirements of a major or related fields concentration are determined by the department or program responsible for the major or concentration subject to approval by the University Curriculum Committee. A major requires at least 32 credit hours related to an academic area.

Students desiring to have more than one major listed on the transcript must have the written approval of the dean(s) of the college(s) offering the majors.

Proposed:

III. Majors

The specific requirements of a major or related fields concentration are determined by the department or program responsible for the major or concentration subject to approval by the University Curriculum Committee. A major requires at least 32 credit hours related to an academic area.

<delete entire sentence>