



# Minot State UNIVERSITY

## Faculty Senate Executive Board

### MEETING

**January 15, 2015**

**3:30 p.m., Slaaten Board Room**

Faculty Senate Executive Board Minutes – **Approved by Faculty Senate Executive Board on February 26, 2015**

**In Attendance:** Lenore Koczon, Joseph Jastrzembski, Laurie Geller, Lisa Borden-King, Kevin Neuharth Linda Cresap, Chris Keller, DeVera Bowles

**Absent:** None

**Guests:** None

Meeting called to order at 3:30 p.m.

### Board Membership

**Senate President/Chair:** DeVera Bowles  
**Senate Vice-President:** Linda Cresap  
**Senate Secretary:** Laurie Geller  
**Immediate Past President of the Senate:** Kevin Neuharth  
**Vice President for Academic Affairs:** Lenore Koczon  
**Parliamentarian:** Christopher Keller  
**Faculty (2):** Joseph Jastrzembski  
Lisa Borden-King

### Agenda

1. Approval of the minutes of the November 25, 2014 meeting
  - *Motion to approve the minutes of November 25, 2014 (Cresap/Keller); motion carried.*
2. Announcements/comments from the Senate President
3. Old Business - Lisa Borden-King Student Evaluation ad hoc committee
  - Only charge to the committee was to work with Kris Warmoth to facilitate getting the new evaluation form online.
  - Some options...
    - i. Send evaluations out and let whoever fill them out...completely voluntary
    - ii. Create Blackboard shells for all courses and have students complete them there.
  - Faculty want a guarantee of a larger pool of students will complete the evaluations so their
  - Have to give the committee leeway to think about how teaching is evaluated (more than just student evaluations) in case the decision faculty make about the evaluations does not facilitate a good response rate from students.
  - Broaden the charge to develop consensus about the best way to ensure high percentage of participation in online student evaluations and to investigate best practices for the evaluation of teaching.
  - [Official charge sent to the committee on 1/20/2015: The ad hoc committee needs to reconvene with the primary charge to work with the Center for Extended Learning office to have the revised student evaluations available online for a trial-run for summer

classes, with full implementation taking place in the Fall 2015 semester. The committee is asked to develop consensus about the best way to insure a high percentage of participation online. In addition, the committee is asked to investigate current best practices for evaluation of teaching at the university level.

- Also...
  - i. Revisited the Budget and Salary Committee issue from the last meeting
  - ii. Linda will write a charge to the Budget and Salary Committee – The committee can gather issues on budget and salary from faculty to address/discuss at an open forum.
  - iii.

#### 4. New Business –

- Invitation to Admission to report to Faculty Senate
  - i. Talk about “Seal the Deal”
- Linda Cresap – automated curriculum update process
  - i. Chairs can put curriculum changes online and the “paperwork” will go through the process online and then to the catalog.
  - ii. Put on the agenda for the first February meeting.

- Old Business first as Borden-King has a 4pm class.

#### 5. Other

- Agreed to not have the January 29 Faculty Senate Executive Board meeting.
- Discussed HLC conversation from last meeting and the need to select the leaders for the HLC team (maybe Jay Wahlund). We may need to discuss the HLC quality initiative again.
- Kevin Neuharth recommended we send a thank you to Dr. Kristen Diedrich for her service on the State Board of Higher Education.

#### 6. Adjourned

The next meeting of the FSE will be Thursday, February 26, 2015, at 3:30 pm in the Slaaten Board Room

Submitted by  
Laurie Geller, Ed.D.  
Secretary, Faculty Senate