Faculty Senate Minutes


Absent: Harry Hoffman, Scott Kast, Steve Shirley, Lenore Koczon

Guests: Jacek Mrozik

Meeting called to order at 3:32 p.m. by President of Faculty Senate, Dr. Linda Cresap

AGENDA

1. Opening / Attendance / Seating of Alternate Delegates
   - No alternate delegates to seat.

2. Approval of Minutes from May 7, 2015
   - Motion to approve the minutes from May 7, 2015 (Willoughby/Seymour); motion carried.

3. Agenda Updates
   - Added Lesley Magnus after Staff Senate report

4. Announcements / Comments from the Faculty Senate President
   - Dr. Shirley will be unable to be here so he wanted L. Cresap to extend to FS a request to recommend members for the VPAA search committee
   - The Compensation Task Force is being re-established
   - Starfish early alert completing will be coming out next week. This is not the same as the mandatory attendance reporting which is due 9/11/15. Starfish use is NOT mandatory.
   - Opening football game tonight.
   - FS will be using SharePoint to post the meeting agenda, minutes, and other important information to better facilitate communication to all faculty across campus. Everyone should have access to SharePoint; if you do not please let Linda know.
   - The bylaws are now up to date on the website and SharePoint.
• Check the calendar for upcoming events

5. Administrative Reports
   a. President’s Report – Dr. Steve Shirley
      • Dr. Shirley absent. Comments given by L. Cresap
   b. VPAA’s Report - Dr. Lenore Koczon
      • Lenore absent. Resignation email went out early today.

6. Report from CCF – Greg Sampson-Gruener
   • Faculty, spouse, and dependent tuition waivers are varied across campuses. A task group was formed to look at various practices and to develop recommendations for unified waivers across the NDUS system because this does effect recruitment and retention of employees. A state by state comparison is being conducted and CCF welcomes any thoughts or comments on this issue.
   • The CCF is gathering data on the processes used across NDUS campuses on the evaluation process of Deans, VP’s, provosts, etc..... MSU is one of the only institutions that has a formal evaluation process.
   • Gathering information on how non-tenure track/special contracts are handled across the NDUS system. There is wide variability and some campuses may be using special appointments outside of their intended use.
   • The North Dakota Oath needs to be revised or eliminated. More details to come. Campus input may be solicited on the next steps to follow. Any oath that is required needs to be included in employment advertisements and considerations or exceptions need to be included for foreign faculty members.

7. Report by SGA Representative- Kelsey Buchholz
   • Meetings are every other Monday.
   • Working on developing vision and stability plans
   • Officers will be going to an upcoming conference in Washington, DC-this will be a great opportunity to meet with congressional leaders to discuss student issues. Tom Seymour will help facilitate these meetings.

8. Report by Staff Senate Representative – Forrest Macy (on behalf of Rebecca Porter)
   * Voting on a new member
   * Ad hoc Staff Senate survey committee with be working with FSS committee members
   * Forrest will be a member of the Compensation Task Force

9. New Faculty Orientation – Lesley Magnus
   * Dan Conn and Jacob Sowers are also facilitating new faculty orientation
   * The first two days went well. Bimonthly meetings will continue throughout the semester. Any information you feel is pertinent in helping new faculty please forward to any of the three committee members to include in new faculty orientation sessions.

10. New Business
    a. Approval of Faculty Senate President appointments
       Parliamentarian: Bethany Andreasen
       Two Members at-large: ShaunAnne Tangney, Jacob Sowers
       * Motion to approve FS President appointments (Conn/Olson); motion carried
    b. HLC Update – Linda Cresap
       * Linda and ShaunAnne are meeting with all criteria teams for initial discussions.
*Each team will be setting up a schedule for meetings and data collection
*This is NOT a self-study but an Assurance Agreement which is limited to 35,000 words.

c. Starfish Ad Hoc Committee approval
*Faculty Senate Exec set up a committee for Starfish implementation and design so faculty would have input into the development of this system. The team members are: Kristi Berg, Dan Clayton, and Johnna Westby. May create a larger campus-wide committee at a later time.
Motion to approve this adhoc committee (Hayton/Geller); motion carried
*Faculty expressed concerns about possible redundancy with Starfish tasks and the need to follow up and close the loop with student concerns. Faculty are NOT required to maintain student attendance using Starfish. Students and advisors will receive Academic and Attendance concern emails. Sensitive issues should not be sent through Starfish. SGA reps were not aware of Starfish, so Dr. Cresap will follow up with Kevin Harmon to ensure he gets this information out to the students. Faculty are asked to complete reports on the 3rd and 6th weeks of the semester; 3rd week is next week. Starfish comments in Attendance and Academic concerns are shared with student; comments in Behavior and General are sent only to Lisa Eriksmoen and Tammy Wolfe, respectively. Note that Starfish records are part of students’ records and are part of open records law.

*Costs for this system and technical support were funded by NDUS. Valley City, UND, and MSU are currently using the Starfish system. IT Central was Responsible for design and developed this design working with HLCN at the State level.

• Dr. Cresap asked for FS endorsement of the Starfish system. FS preferred to have more time working with the system before endorsing this product.

d. Positions needed were filled with the following faculty:
SGA: Jacob Sowers and Carlen Gilseth
Staff Senate: Zeni Shabani
Student Rights: Lesley Magnus, Tom Seymour, and James Fusik
Compensation Task Force: Linda Cresap, Stephen Hayton, Lori Willoughby, and Dan Conn
*The Compensation Task Force will look at specific issues with salary and develop a comprehensive plan, whereas, the Budget and Salary committee developed the overload policy and will sent information to the task force.

e. FS Committee Charges:
Motion to approve charges to committees as follows: (Hayton/Sower), motion carried.
1. Appoint Chairs—Academic Hall of Fame (Eric Furuseth), Athletic Policies; Budget and Salary; Committee for the Peer Review of teaching (Scott Sigel), Faculty Research Committee, General Education, Library, and Tenure. Some committees indicated in their year-end reports that they would appoint chairs at the beginning of the year.
2. All committees—Review websites to ensure accuracy of information and that information is updated and pertinent.
3. Ad Hoc Starfish Committee—Create policy for faculty use of Starfish; collect usage data for 3rd and 6th week and report to FS at Dec meeting
4. Committee for Peer Review of Teaching---Discuss and recommend new role/duties for the committee.
5. Academic Policies—Adding a concentration after degree posted (see Rebecca Porter) Rebecca will discuss this request at the September 17 meeting. Lesley Magnus reported the committee is already working on this issue.
   e. Faculty Satisfaction Survey summary report and discussion
      * Survey summary report was distributed to FS members. Members are encouraged to share reports with their departments and collect feedback and questions for the September 17 meeting. Dr. Shirley will address questions at that time.
   f. Representation of Special Contract faculty on Faculty Senate- tabled for 9/17/15 FS meeting.
10. Other items
    *Began gathering list of names of faculty members willing to participate on the VPAA search committee. FS will vote on committee members at the next meeting.
11. Adjournment- next meeting Thursday, September 17.
    *Motion to adjourn (Willoughby) at 4:54 p.m.

Submitted by
Connie Geyer, MSN, RN
Secretary, Faculty Senate