



Minot State UNIVERSITY

Faculty Senate

February 15, 2018 – 3:30 pm, Westlie Room – MSU Student Center

Approved Minutes

Agenda

In attendance: Laurie Geller, Linda Olson, Lori Willoughby, Dan Conn, Andy Bertsch, Jessica Smestad, Evan Borisinkoff, Dan Ringrose, Michael Bobylev, Joseph Collette, Kathryn Kilroy, Sayeed Sajal, Deanna Klein, Bryan Schmidt, David Rolandson, Gary Rabe, Connie Geyer, Amy Roberts, Mark Singer, Cheryl Nilsen, Vicki Michels, Joseph Jastrzemski, and Lesley Magnus

Absent: Carlos Vieira, Karina Stander (proxy), Bikalpa Ghimire, Rita Curl Langager, Holly Pedersen (proxy), Tim Morris (proxy), Steve Shirley

Guests: Jynette Larshus, Rebecca Ringham, Erik Kana, Teresa Loftness, Deb Olson, Dean Fransvog, Aili Smith, Bill Harbort, Rick Hedberg

1. **Review Agenda**

Motion to accept the agenda, (Conn/Kilroy). Motion carried.

2. **Seating of Proxies**

Motion to seat proxies, (Conn/Willoughby). Motion carried.

Celeste Simmons for Karina Stander

Jennifer Sherman for Tim Morris

Brent Askvig for Holly Pedersen

Ernst Pijning for Dan Ringrose

3. **Approval of minutes from last meeting January 18, 2018.**

Motion to accept the minutes with changes, (Willoughby/Roberts). Motion carried.

Tim Morris had a proxy

Erik Kana was recorded twice

4. **Administrative reports**

A. **Dr. Steven Shirley, President**

Thanks to all who helped finalize our Institutional Response to the HLC peer review team's report. The individuals are listed in Laurie's report today. Additionally, a big thanks to Dr. Geller, Dr. Cresap, and Dr. Ringrose who will join me on March 5 in

Chicago to meet with the HLC's Institutional Actions Council to provide our presentation and address their questions.

The SBHE will meet next week (Feb. 22) in Bismarck. Among the agenda items is the Stage II final passage of MSU's Minor and B.S. in Entrepreneurship.

Senator Heidi Heitkamp will be at MSU next week (Feb. 20) to tour our Nursing facilities and meet with faculty, students, and administration. Thanks to Niki Roed and our Nursing faculty for coordinating and hosting this event.

On Feb. 23 the Flint Group will present its branding proposal recommendations for MSU. I encourage all to attend (9 am, Conference Center). Thanks to all who completed the survey earlier this month.

Had a good conversation with the Faculty Satisfaction Survey committee today (Dr. Bertsch can provide an update at FS today).

Motion to accept the amendments to the Faculty Satisfaction Survey for this year (Conn/Bertsch). Motion Carried.

I will be on a 3:30 pm SBHE Governance conference call today, so will not be able to attend.

B. VPAA – Laurie Geller

HLC

* The response was submitted by Dr. Shirley on Saturday, Feb. 3, 2018

* Dr. Shirley, Dr. Ringrose, Dr. Cresap, and I fly to Chicago March 4 for a hearing on March 5, 2018.

* We will get final decision in June 2018.

* I want to publically thank some folks who spent a lot of time helping pull together the report or providing data for the report—the department/division chairs, Vicki Michels, Deb Wentz and an extra big thank you to Shan Haarsager, Dan Ringrose, and Linda Cresap.

Assessment Day – Tuesday, Feb. 20, 2018

The Academic Assessment Committee invites all faculty to participate in a discussion on Tuesday, Feb. 20 from 9-11 a.m. in Main 104. The committee will review and analyze data gathered from general education assessment this fall and to discuss the possibility of technology courses being an option in general education.

Science Club Open House – Tuesday Feb. 20, 2018

There will be demonstrations and activities in almost every classroom and teaching lab in the Cyril Moore Science Center. Chemistry Magic Shows will be held every hour in the Hoffman Auditorium (room 16) starting at 9 a.m. The last show will be at 3 p.m. and administration, faculty, and staff are invited to attend.

Campus and Community Dialogue Series Kicks on Tuesday, Feb. 20, 2018

“Is Religion Still Relevant?” Micah Bloom (Art) and Robert Kibler (English) will offer differing perspectives, and Christina Paxman (Communication Arts) will moderate. Please spread the word and come join us. All are welcome. For further information, contact Robert Kibler, Robert.kibler@ndus.edu.

See the MSU calendar for more events.

New Student Orientation (NSO):

- * April 20th
- * May 31
- * June 1
- * June 28 (if needed, will determine in mid-June)
- * June 29
- * July 20
- * August 16

Advising from 10:15 a.m. – 12:30 p.m. and 1:45 – 3:45 p.m.

Advisor Workshops: Weeks of April 9th and 16th. More information to follow. All advisors who will advise will need to attend a workshop or set up a time to meet with Heather.

Priority Transfer Orientation (PTO):

- * April 1 - May 4th
- * July 9 – July 19th – The Orientation Advisory Taskforce (OAT) committee recommended to add an additional PTO session for transfer students in July.

Advising Workshops:

Week of March 26th. More information to follow.

OER (Open Educational Resources)

Thank you for completing the survey sent out by the NDUS and for providing Dr. Kana with information.

C. Staff Senate Liaison, Celeste Simmons

Thank you to all who stop by the SS Death by Chocolate booth on February 13. It went over very well.

Staff Senate Emeritus committee has submitted 70 names to Dr. Shirley, all 70 have met the Staff Emeritus qualifications.

Anton Huether/ IT dept. was the February 2018 High Five Award winner

Staff Senate Scholarship winners for spring 2018 are Karen Elliot, Melissa Cantone, Brenda Munson and student Justin Merck.

Staff Senate has two upcoming fundraisers to earn money for the SS Scholarship fund. May 1 & 2 is the Staff Senate Silent Auction
50/50 Raffle tickets – hope to start selling mid-March with prizes awarded week of finals May 7-11.

D. Student Government Association Liaison, Bikalpa Ghimire

No report.

E. CCF, Bryan Schmidt

Please review the forms on SharePoint documents. Faculty forum is April 13. If interested please forward your name to be brought forward to Bryan or DeVera Bowles. Please review the Faculty Leave policy that will be discussed at the next meeting.

5. Rick Hedberg, Faculty Participation in Fundraising

Rick has met with the University Chairs Council to share information and seek input. The Office needs to have direction from departments as to what needs are out there and if there are people or events that should be on the radar of the Office.

Flint presentation in the Conference Center, Friday, February 23, 9:00 a.m

Encourage all to attend this meeting and provide input or comments to the committee.

6. Ryan Stander Early Promotion

On Wednesday, January 31, 2018, the Promotion Committee reviewed the application for Ryan Stander's consideration for promotion from Assistant Professor to Associate Professor. At this time, we have voted to recommend supporting promotion to Associate Professor.

Ryan's application to move to Associate Professor is a request for early promotion. Faculty Senate will need to vote to decide whether or not it will support the Promotion Committee decision to recommend early promotion.

Ryan's promotion packet has been moved to the VPAA's office. This move was made so Senators will have easier access for review of Ryan's materials prior to the Faculty Senate vote. There are two packets, the promotion application packet and a supplemental materials packet.

Motion to accept Ryan Stander's application for early consideration. (Jastrzemski/Bertsch). Motion Carried.

7. Academic Policies Committee Replacement:

Motion was ratified the appointment of Gary Rabe to the Academic Policies Committee (Bertsch/Schmidt) Motion Carried.

8. Starfish reporting:

"Instructor raises Academic Dishonesty flag in Starfish – with supporting details – for the course department." Wording concerns should be "course" rather than "course department," as that doesn't exist in Starfish.

Motion to change the wording as above (Singer/Kilroy) Motion Carried.

9. Curriculum Committee, Jynette Larshus

Motion to remove from the table the items from last FS meeting (Klein/Singer)

Motion Carried. Discussion provided by Aili Smith.

Vote to pass curriculum for minor (moved and seconded by Curriculum Committee) Motion Carried.

Program Changes proposed (will make catalogue this year)

Motion to take all Curriculum Committee recommendations as a package (Michels/Sajal) Motion Carried.

*Vote as the package comes moved and seconded by Curriculum Committee.
Motion Carried.*

10. General Education changes, Dan Ringrose

The GE committee recommends the following to Faculty Senate:

- I. Approve Math 378 as a foundational GE math course
- II. Approve CS 111 as CCS1
- III. Approve Art 180 as PSR3
- IV. Approve Biol 115 as Foundational Content 2
- V. Approve Nursing 457 for CCS4 and IP2
- VI. Approve Int 095 Fostering a Diverse and Inclusive Climate for PSR2
- VII. Approve Bio 330 for IP2

Vote to accept courses as General Education (moved and seconded by General Education Committee) Motion Carried.

11. Class attendance policy

The Dean's mention in the policy twice...

<http://www.minotstateu.edu/records/pages/policy-class-attendance.shtml>

...should be changed to Assistant VPAA. That way students could appeal to the VPAA, after the AVPAA, if needed, with the AVPAA acting in the Dean's capacity.

Motion to accept the changes to wording as above (Sajal/Bertsch) Motion Carried.

12. Academic Policies Committee, Evan Borisinkoff, Transfer credit from regionally accredited universities.

Revised wording is posted in SharePoint.

Motion to accept the new wording as proposed. (Willoughby/Rabe) Motion Carried.

13. Academic Policies Charge: *Modules for training for Intellectual and Developmental Disabilities for an AS and BS in Human Services are typically S/U grading but MSU only allows 15 SH S/U grading. This program has 26 SH covered in modules. Need to review MSU policy and develop language in compliance with state policy.*

Document in SharePoint discussing the rationale for this proposal. Evan Borisinkoff spoke to the proposal.

Motion to charge Academics Policies Committee to review MSU policy and develop language in compliance with state policies.(Singer/Roberts) Motion Carried.

14. Nominating Committee Formation: *(3 senate members) to fill vacancies on the CCF Committee and the State Wide General Education Committee; and to finalize nominations for the officer positions.*

Volunteers: Dan Conn, Sayeed Sajal, Kathryn Kilroy
*Motion to accept these candidates as the Nomination Committee
(Schmidt/Rolandson) Motion Carried.*

15. Minimum Requirements For Syllabi – Laurie Geller

Discussed at University Chairs Council. Their recommendations are posted on SharePoint. Discussion at FS ensued. This is not a policy but rather a template/recommendation. HLC made recommendations to the university that we needed to be more detailed on syllabi. This is prescriptive to what they suggest. Minimum requirements but can always be stricter or more inclusive yet and customization can occur.

Motion to accept the recommendations of the committee (Rabe/Roberts) Motion Carried

16. Next meeting, Thursday, March 22, 2018

Adjournment

Meeting adjourned at 5:00 pm

Respectfully submitted,

Lesley Magnus, PhD, CCC, S-LP(C)

Faculty Senate Secretary