



## Faculty Senate

**Full Faculty Senate Procedural Meeting  
January 16, 2020 – 3:30 pm, Westlie Room – MSU Student Center**

**In attendance (including Alternate Delegates):** Steve Shirley, Laurie Geller, Jessica Smestad, Vicki Michels, Andy Bertsch, Dan Conn, Dan Ringrose, Joseph Collette, Dannah Schaffer, Christina Paxman, Kathryn Kilroy, Mark Singer, Jean-Francois Mondon, Dianna Anderson, Mikhail Bobylev, John McCollum, Cheryl Nilsen, Lori Willoughby, Sue Weston, Joseph Jastrzembski, Mary Huston, Lisa Borden-King, Sandra Groth, Chris Heth, Bryan Schmidt, Deb Ringham, Lesley Magnus, Linda Olson

**Absent:** Gary Rabe, Darren Seifert, Paul Markel, Felicia Arias/Lordina Yeboah

**Guests:** Leisa Harmon, Katie Tyler, Erik Kana, Deb Ringham, Linda Cresap, Rebecca Ringham, Teresa Loftesnes, Rick Hedberg

### 1. Seating of Alternate Delegates

None

### 2. Review Agenda

*Motion to accept agenda (Magnus/Huston), Motion carried.*

### 3. Approval of minutes from Procedural Meeting December 5, 2019

*Motion to approve the minutes, (Nilsen/Mondon), Motion carried.*

### 4. Standing reports

#### A. Dr. Steven Shirley, President

- i. I joined the Chairs Council for a meeting on December 12 to discuss some enrollment and related budgetary concerns, and an outcome of that conversation is the establishment of two committees to further pursue Goals 2 & 3 of Empowering Generations. Gary Rabe and Kevin Harmon are leading a group focused on Goal 2 (Recruit and Enroll) and Strategic Enrollment Management, and Laurie Geller and Erik Kana are leading a group focused on Goal 3 (Retain and Graduate). Thanks in advance to any of you from Faculty Senate who have been asked to serve on these groups and lend your expertise.
- ii. President's Staff (PS) recently received the final thoughts/recommendations from the Strategic Planning & Budget Council following last month's budget presentations. PS is now reviewing those recommendations, and will be making decisions in the near future. Obviously, with this year's enrollment down several percentage points, financial challenges and pressures remain. We are looking at a campus-wide budget forum in February to share more information.

- iii. Next month will be a busy one with two upcoming accreditation visits. During the week of February 10, both Social Work and Nursing will have site visit teams on campus from their respective accrediting agencies (and, it is a new one for Nursing this year as they have recently switched accreditors).
- iv. A reminder that the annual Board of Regents awards for both faculty and staff achievement are due to Deb Wentz by April 13, 2020. Please consider nominating a deserving colleague, and see the campus-wide email Deb sent on January 7 for more information.

B. Dr. Laurie Geller, Vice President for Academic Affairs

- i. See SharePoint folder (Jan. 16) for full report

C. Staff Senate Liaison, Deb Ringham/Mike Linnell

- i. Tricia Tessendorf, student accounts manager in the business office, was named Minot State University Staff Senate's November High Five Award winner.
- ii. January's professional development event is Emotional Wellness, presented by Troy Roness, campus counselor, on Wednesday, Jan. 22 from 2-3 p.m. in the Conference Center. He will discuss depression, anxiety, and coping skills in today's world. He will also dive into how to identify these things in ourselves and in others on campus.

D. Student Government Association Liaison, Lordina Yeboah/Felicia Arias

- i. No representative present

E. CCF, Bryan Schmidt

- i. Dr. Armacost (UND president) was granted tenure; CCF is against tenure for presidents
- ii. President bonuses
- iii. Compensation committee
- iv. Math pathway options

F. FSS, VP of Faculty Senate – Lisa Borden-King

- i. Scheduling a meeting for next week

G. HLC update - Ringrose and Michels

- i. The team has been writing a report for the upcoming visit
- ii. Planning to communicate explanations of report to campus in the next two months.
- iii. The HLC visit is in late April

**Unfinished Business**

**5. Second reading of Curriculum Committee Report (12/3/19) – Leisa Harmon**

A. Cyber Security

- i. CSCI 380, 390, 410, 420, 425 new courses
- ii. BS in Cyber Security and Operations
- iii. Minor in Cyber Security and Operations

***Motion to approve changes to Cyber Security, Motion carried***

B. Leadership Studies

- i. LEAD 101, 201, 301
- ii. Certificate in Leadership Studies
- iii. Concentration in Leadership Studies

***Motion to approve Leadership Studies, Motion carried***

C. Nursing

- i. NURS 325, 335, 397, 471

***Motion to approve changes to Nursing courses, Motion carried***

D. Reading concentration program change

***Motion to approve changes to reading concentration, Motion carried***

E. Business Information Technology

- i. BIT 185, 244, 258, 310, 311, 453, 454, 455, 470, 497, BOTE 152 course changes &/or co/prereq  
ii. BIT 347 new course  
iii. BAS-BUSINF program change  
iv. BS-MIS program change  
v. BSE-BUSEDU program change  
vi. ND-CNINFOP program change  
vii. ND-MNBUSED program change  
viii. ND-MNMIS program change  
ix. ND-MNVBS program change  
x. CERT-ASP program change  
xi. CERT-INA program change  
xii. CERT-WEBP program change

***Motion to approve changes to BIT program and courses, Motion carried***

F. BADM 497 course change-credits

***Motion to approve changes to BADM 497, Motion carried***

G. PHYS 212, 252 course change-prereq

***Motion to approve the changes to PHYS courses, Motion carried***

***Motion to waive 10-day rule for the February Faculty Senate meeting regarding proposed curriculum changes passed at the February 4 curriculum meeting, (Conn/Schaffer), Motion carried***

**New Business**

**6. Lifetime Educator Award nominees sought**

- A. Send nominations to Bryan Schmidt

**7. Faculty Research Committee – small grand award priorities**

A. Discussion:

- i. Some ambiguity about student-only research  
ii. Point 2 and 3: Equipment and software necessary to complete the proposed research project; Travel/per diems necessary to complete the proposed research project

***Motion to amend Points 2 and 3 as listed in 7, A, ii (Bertsch/Nilsen), Motion carried***

***Motion to approve the priorities as amended, Motion carried***

**8. Committee for the Evaluation of Teaching – recommended bylaws changes regarding SPLs, Lori Willoughby and Dannah Schaffer**

A. Discussion:

- i. Questions about why SPL deadline was moved up  
ii. Need departments/colleges to write down or find their policies related to SPLs so all tenured faculty understand these processes

***Motion to approve recommended bylaws changes regarding SPLs, Motion carried***

***Motion to charge the Committee for the Evaluation of Teaching to find and distribute the policies related to SPL procedures for each unit and determine a place to house them (Borden-King/Michels), Motion carried***

**9. Academic Policies Committee, Linda Cresap**

A. Proposed change in credits required for an Associate of Science degree: 30 credits to 15 credits

***Motion to approve the changes to the Associate of Science degree as presented, Motion carried with one abstention***

B. Course Comparability Review for all Modalities and Locations

***Motion to approve the form and process for the course comparability review for all modalities and locations, Motion carried***

**10. Co-curricular Committee report, Katie Tyler and Erik Kana**

***Motion to accept the co-curricular report as presented (Nilsen/Huston), Motion carried***

**11. Additional discussion meetings:** January 23, February 20, March 12, and April 16

**12. Reminder of upcoming meetings and events:**

A. Procedural meeting: Thursday, February 6, 2020

B. Interdisciplinary event on February 3

**Adjournment**

*Meeting adjourned at 5:01pm*

*Respectfully submitted,*

*Jessica Smestad, M.A.*

*Faculty Senate Secretary*