



Minot State
UNIVERSITY

Faculty Senate Executive Board

MEETING MINUTES
November 8, 2007
3:00 p.m., Administration 369

Agenda

1. Approval of minutes of September 13, 2007 meeting
2. Announcements/Senate meeting update
 - a. General Education courses for Honors Program
 - b. Electronic curriculum forms
 - c. Residence credit requirement
 - d. Next Senate meeting – Assessment and HLC Self-Study
 - e. Committee appointments – CTF, Physical plant director search committee
3. Appeal of evaluation/grievance
4. Required classes that are only available on-line
5. Ad hoc committee for revision of the faculty satisfaction survey
6. Continued educational technology support discussion?

Members Present: Bethany Andreasen, Kristi Berg, Alexandra Deufel, Warren Gamas, Ruth Kihm, Gary Rabe, John Webster

Members Absent: Susan Podrygula

Guests Present:

1. Approval of minutes of September 13, 2007 meeting

Because of questions about some of the comments recorded in the draft minutes, approval of the September 13 meeting minutes was tabled.

2. Announcements/Senate meeting update

a. General Education courses for Honors Program

The Honors Program is working on General Education approval for their courses, to make sure all of the necessary approvals are in order.

b. Electronic curriculum forms

The electronic forms development is moving forward. The goal is to transition to their use as soon as possible.

c. Residence credit requirement

The Curriculum Committee recommended that the residence credit requirement was an issue for their committee, but the Senate voted against this recommendation.

d. Next Senate meeting – Assessment and HLC Self-Study

Topics for discussion at the next Senate meeting include following up on discussion from Assessment Day, and Senate endorsement of the HLC Self-Study

e. Committee appointments – CTF, Physical plant director search committee

Two faculty members, Linda Olson and Patti Fedji, have been appointed to serve on the Compensation Taskforce. President Andreasen also forwarded three faculty member names to Ron Dorn for service on the search committee for filling the Physical Plant director position: DeVera Bowles, John Webster, and Bill Harbort.

3. Appeal of evaluation/grievance

President Andreasen said that she received an appeal of an evaluation from a faculty member, disputing an April 2007 evaluation. The appeal came with a lengthy protest, outlining what the faculty member felt was wrong with the procedures followed and the content of the evaluation, and describing circumstances outside MSU that play a role in the evaluation. One problem with the appeal is that the timeline for such an appeal has not been met. Another is that mediation would be required. The question at this point is what can be done? There is really nothing in the bylaws that would answer this question. The evaluation cannot be changed, although perhaps it could be removed. Regarding a question about whether the timeline could be modified, the answer is probably not. It was pointed out that the 120-day timeline does account for the summer. If this is a posterior appeal, Article IV Section 2 (page 22) of the bylaws may relate. A question was raised regarding whether this section should be removed, because it may well be in violation of SBHE policies.

President Andreasen said there seemed to be a consensus that the 120-day limit has passed, so there is no option for a grievance. Regarding an appeal, the question remains does this violate SBHE policies. The suggestion that Pat Seaworth look at this issue was offered, and it was noted that it would be helpful if he offered possible remedies. Two questions, then, that should be forwarded to Pat Seaworth are: (1) Does the Article IV Section 2 language violate SBHE policies?, and (2) How could the current case be handled? Alex noted that there is also a section in the bylaws regarding appeal of salary increase decisions. This also should be looked at by Pat Seaworth.

4. Required classes that are only available on-line

John Webster reported that for the two courses in the Radiologic Technology program that are required or will in the future be required, the computer science will likely remain on-line only because of staffing issues. The Medical Terminology course could perhaps be taught on-campus in the future depending on the demand. There are really two aspects to this issue. One is a money

issue in that on-line courses cost more and don't count toward the 12 credits of full-time tuition. The other aspect is forcing students, many of whom come to MSU for a face-to-face education, to take on-line courses to fulfill major requirements. These are issues that warrant continued discussion, at some point in Senate as well.

5. Ad hoc committee for revision of the faculty satisfaction survey

President Andreasen reviewed the Senate motion regarding the ad hoc committee. She reported that Alex Deufel and Linda Olson have been recruited to serve on the committee. Regarding other possibilities, it was suggested that it would be useful to have someone with survey experience (e.g., Harry Hoffman). The goal for the committee is to be able to report something to Senate in February.

6. Continued educational technology support discussion?

Regarding educational technology support, the question at this point is whether there is anything that the Executive Board or Senate should be pursuing. There was a suggestion that discussion of the support of on-campus courses would be beneficial.

Meeting adjourned at 4:30.

Respectfully submitted,
John Webster, Secretary

Next Executive Board meeting will be held at 3:30 pm on January 10, 2008 in Admin 369.