



**Minot State**  
**UNIVERSITY**

August 14, 2014  
Slaaten Board Room  
3:30 pm

## **Faculty Senate**

### **Faculty Senate Executive Board Minutes – *Approved 8/28/2014***

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

Guests: Harry Hoffman, Steve Shirley.

DeVera welcomed the members. Minutes from the previous meeting were not available; they will be reviewed for approval at the August 28 meeting.

At the first Faculty Senate meeting, Joseph and Lisa will need to be approved as appointed members of Faculty Senate Executive Board. Chris Keller will need to be approved as parliamentarian.

#### Faculty Satisfaction Survey:

Harry Hoffman explained the trend analysis from the FSS 2006-2014. This trend analysis is done every three years, and this year Harry and Andy decided to go back and seek patterns since the 2006 survey as well as the three-year trends. Issues did surface as patterns. Harry is also analyzing the narrative comments using a program that looks for similarities and patterns.

Issues identified included the increase response rate from 2006 (45) to 2014 (105). They survey went to 327 faculty; the 2014 response rate was the highest rate in the 2006-2014 span. Several negative trends emerged; note the trend lines in the data.

DeVera asked board members to consider what issues the Faculty Senate might impact. Questions arose in regard to the format/extent of detail to be included in the summary report as well as where the report and raw data are housed. Per Chris Keller, there is nothing in the bylaws stating where the data is maintained. Both DeVera and Linda have checked; neither Anton nor the library currently store reports or data from prior years in any consistent manner. Harry stated that in the past, a pdf file was maintained to include all comments. We must retain the raw data in order to do trend and pattern analysis in the future. Also discussed was the extent of Open Records Law requirements. Discussion continued.

Board determined to recommend to the Faculty Senate that the final summary report and raw data be stored in Cari Olson's office along with NSSE and FSSE data.

Next year's ad hoc committee should consider the survey content. This is the job of the FS VP.

#### Faculty Senate Committee Vacancies:

DeVera discussed Faculty Senate Committee vacancies. She will send a note to board members and deans asking for recommendations for those committees where she is to make appointments. She will also remind deans about college elections to fill other faculty senate openings. We were reminded that per our bylaws, only Faculty Senate can have alternate delegates. However, for practical purposes, some committees have been using alternate delegates anyway. Faculty Affairs was asked to review this practice among FS committees last year; they were unable to come to any conclusion. This item will need to be taken up again this year by Faculty Senate. In regard to the Committee for the Peer Review of Teaching, question was raised as to their charge. Last year's committee report indicated they had not completed any reviews of faculty. If the committee wishes to change their mission, as indicated in their final report, they must come before Faculty Senate with proposed change.

The Faculty Senate President will charge the Committee for the Peer Review of Teaching to take a more proactive approach in meeting their original committee charge by actively reaching out to faculty seeking promotion and tenure.

The Faculty Senate President will charge the Constitutional Review Committee with developing language to bring to Faculty Senate about how to deal with committee positions which become temporarily vacant.

#### Comments from Dr. Shirley:

Before leaving, Dr. Shirley spoke to the board and gave his assurance that he will be working to specifically turn around items 13 and 24 on the FSS.

#### General Education:

In regard to General Education, we need to clarify the requirements for transfer students and those students seeking second degrees. We also again need to clarify that gen ed is based on courses NOT credits.

Currently, Gen Ed states that if GERTA is complete, transfer students need to take developmental areas. Andrea Donovan will present mini-sessions on Gen ed; board asked that she be asked NOT to talk about transfer students or those seeking second degrees.

Board suggested that we need a disclaimer on the website indicating if you have a degree you don't need to take gen ed. Also if a person comes in with a second degree they don't need general Education. Both of these items needs to be brought to Faculty Senate as motions.

Course equivalency forms once signed off could perhaps handle the Gen Ed issues.

The next meeting of the FSE will be Thursday, August 28, at 3:30 pm in the Slaaten Board Room.

Submitted by  
Linda Cresap, Ph.D.  
VP Faculty Senate