



**Minot State  
UNIVERSITY**

**Faculty Senate Executive Board  
Oct. 30, 2014  
Slaaten Board Room  
3:30 pm**

## **Faculty Senate**

Faculty Senate Executive Board Minutes - ***Approved November 25, 2014***

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

Absent: none

Guests: None

Meeting called to order at 3:38 p.m.

### **AGENDA**

Approval of FSE September 25, 2014 Minutes

- Keller moved, Cresap seconded; approved

Additions to Agenda

- Ask Marley for student members of faculty committees.

### **OLD BUSINESS:**

Course Evaluations – Deans Recommendation on Electronic or Paper Forms

- Cost to go to new form on paper is \$14,600.69.
- Cost to go to electronic is free.
- Discussion centered around implementation of the online evaluation and motivating students to complete it, as well as using the new Blackboard system.
- Lenore Koczon will do some digging on the logistics of Blackboard and ensuring students complete it.
- Faculty have concerns about getting students to respond and implementing the new evaluation form in such a way that it persuades students to complete it.

Parental Leave Proposal Status

- DeVera said Dr. Shirley is open to asking Wes Matthews to determine how many people the policy would affect, and how many people would have benefitted from such a policy over the last ten years. It may be to MSU's advantage to look at this issue.

## Other

- Title IX – in the last week 6 cases have been reported. A group of people on campus, equal number of men and women, will be trained to deal with these issues.

## NEW BUSINESS:

### Definition of a Credit Hour – Face-to-Face and Online

- HLC visit is looming, and we need to update our definition of a credit hour. Need to address online or equivalency type statements.
- Need to show online courses are equivalent in seat time to face-to-face courses.
- Deans have been kicking something around but need feedback about it.
- DeVera needs to charge the Academic Policies Committee to review the definition/policy of a credit hour currently written by the Deans. The chair of Academic Policies Committee will bring forward the results of their review to Faculty Senate. The policy needs to be in next year's catalog.
- There is a federal credit hour worksheet attached to the policy that needs to be completed.

### Recommendations from Faculty Senate for Faculty to Lead the HLC Assurance Process

- Lenore Koczon needs two names. The head of the group will go to the HLC meeting in March.
- Five areas: mission, integrity, teaching and learning, teaching and learning with graduation, retention, and persistence, and future planning
- FSE recommended Linda Cresap, and she agreed to be one of the people.
- We need to get 1-2 more people to volunteer to be chosen to participate.

### Recommendations for Faculty to Sit on Student Welfare and University Affairs Committee

- Darla Weigel asked for two faculty to sit on Student Welfare and University Affairs Committee, which listens to disciplinary actions.
- People will need some training before sitting on the committee (as well as Student Rights Committee).

### CCF to distribute NDUS system-wide survey regarding state motor pool policy

- Ernst Pijning, CCF representative, will distribute a system-wide survey to get feedback about the policy.

### Gen Ed Processing Glitches

- Jean-Francois Mondon will represent Andrea Donovan at Faculty Senate since she cannot attend until 4:45 p.m.
- We need to bring the Gen Ed courses forward to Senate, even if it is a discussion meeting.
- Stuff will be coming forward.

### Wellness Center per Visit Charge for Faculty?

- Rick Hedberg has no issue with this, but Paul Brekke needs to be included in the conversation as well as the Business Office.

### Concerns about Substitution vs. Equivalency Forms for Courses

- Equivalencies last for five years and then need to be renewed
- Equivalencies populate the degree requirements inside Campus Connection, including general education.
- There are benefits to equivalencies not offered by substitutions.

- Have Rebecca Porter come forward with some of the issues surrounding transfer students and courses, like ENGL 120, COMM 110, etc. and our need to be more flexible in the transfer of courses.

Proposed items for Nov. 6 Faculty Senate (discussion) meeting:

- Committee for the Peer Review of Teaching - Deb Jensen to submit possibilities for committee services
  - In their yearend report, they spoke about the need for reasons to exist.
  - Discussion ensued whether the committee should still exist.
- 2 Curriculum issues – Linda Cresap
- Gen Ed Courses for approval – either Jean-Francois Mondon or Andrea Donovan
- Measure 3 vote results
- Have Rebecca Porter talk about course equivalencies vs. substitutions and the pros and cons of each.
- The November 20, 2014 FS will be cancelled.

Adjourned at 5:15 p.m. (Cresap moved)

The next meeting of the FSE will be Tuesday, November 25, 2014, at 3:30 pm in the Slaaten Board Room

Submitted by  
Laurie Geller, Ed.D.  
Secretary, Faculty Senate