



Minot State UNIVERSITY

April 9, 2015
3:30 p.m.
Westlie Room

Faculty Senate

FACULTY SENATE MINUTES – *Approved by Faculty Senate on April 23, 2015*

In Attendance: Steve Shirley, Lenore Koczon, ShaunAnne Tangney, Jane la Plante, Jean-François Mondon, Stephen Hayton, Lori Willoughby, Zeni Shabani, Chris Keller, Draza Markovic, Harry Hoffman, Daniel Ngugi, Linda Cresap, Paul Cristofaro (for Linda Olson), Laurie Geller, Kevin Neuharth, Aili Smith, Jacob Sowers, Narayan Thapa (for Cheryl Nilsen), Tom Seymour, Orlene Schroeder, Connie Geyer, Lesley Magnus, Rebecca Porter, Chelsea Geis,

Absent: Kevin Gilgallon, DeVera Bowles, Mikhail Bobylev, Scott Kast, Ann Beste-Guldborg, Johanna Westby

Guests:

Meeting called to order at 3:32 p.m. by Vice President of Faculty Senate, Dr. Linda Cresap

AGENDA

1. Opening / Attendance / Seating of Alternate Delegates
 - *Motion to seat the alternate delegates: Paul Cristofaro for Linda Olson, Narayan Thapa for Cheryl Nilsen (Hoffman/Geyer); motion carried.*
2. Approval of minutes from March 26, 2015
 - *Motion to approve the minutes from March 26, 2015 (Hayton/Willoughby); motion carried.*
3. Agenda Updates
4. Announcements / Comments from the Faculty Senate Vice President
 - DeVera is at a chorale festival.
5. Administrative Reports
 - President's Report – Dr. Steve Shirley
 - i. Next week, Tuesday, is the first round of interviews in the Chancellor search process (7 candidates). Plan to go from 7 to 3 or 4 candidates who will be invited to interview in person.
 - ii. Legislature is nearing the end. Tomorrow HB 1003 will be voted on and kicked out of the Senate Appropriations and go to full floor of the Senate.
 - iii. Thank you to everyone who participated in the promotion and tenure process.

- iv. Thank you to those who are working on search committees.
- v. Thank you to ShaunAnne Tangney, Linda Cresap, and Lenore Koczon for attending the HLC conference. We will get the word out to faculty, staff, and students.
- VPAA's Report – Dr. Lenore Koczon
 - i. Thank you to everyone who has been working on search committees.
 - ii. MSU's AAC met yesterday—Cari Olson has locked down IPEDS. Official graduation rate is 40%. NSSE survey is done with 24% completion rate. Beth Odahlen talked about next year's FYE learning communities; thank you to all who are involved in those.
 - iii. April 20 and 21—representatives from NSF will be here to talk about participating in an EPSCOR grant.
 - iv. Last week was a joint AAC/SAC conference—most of the time was spent editing the admission formula.
 - v. Attended the HLC meeting and learned more about the process.
- 6. Report by SGA Representative – Chelsea Geis
 - Discussed student guest passes at the Wellness Center and the process for that.
 - Transitions week—new officers and old officers mix this week. New ones start their job on Monday, April 13.
- 7. Report by Staff Senate Representative – Rebecca Porter
 - Faculty are invited to the inaugural event on Monday (April 13) at 3 p.m. in the Westlie Room when Staff Senate will present a check for \$1988 to the Back Pack Buddy Program, which started as a staff leadership project through the College of Business. Funds were raised at the Staff Senate silent auction.
 - Cookbooks are still on sale.

Announcement from Kevin Neuharth—NDPERS will be here on April 23 at 9 a.m. and 3:30 p.m. in Aleshire Theatre.

8. Unfinished Business

IP2 – small selection of classes offered, Laurie Geller (see attachment)

- A list of IP2 courses was distributed to note the small number of courses available to students, which makes it impossible for many students to graduate without taking additional course(s).
- Discussion centered around ways in which majors can meet this requirement as well as issues they have meeting it. The other issue is meeting the rubric for IP2.
- Someone from the General Education Committee will be asked to join us to talk about this issue.

9. New Business

a. Committee Appointments

- Nominating Committee – Tom Seymour, Harry Hoffman, and Laurie Geller.
 - *Move nominations cease and vote for the committee (Willoughby/Hayton); motion carried.*
- Alternate Delegate for ND Gen Ed meeting 4/24/15 in Fargo
 - Seeking a volunteer. Linda Cresap will call some people. Aili Smith may

be able to do it.

- b. Ad Hoc Committee on Committees report, Kevin Neuharth or Chris Keller
 - Spoke with members of the committee to see if the bylaws really reflect the operations of the committee.
 - General recommendations and committee specific recommendations were made (see attachment).
 - These recommendations will go to Constitutional Review Committee and will be voted on in the fall of 2015.
 - *Report comes moved and seconded from the committee; motion carried.*
- c. HLC Update, ShaunAnne Tangney and Linda Cresap
 - See attachment.
 - There is a lot that is similar to the past HLC report and process.
 - Criteria are similar.
 - Evidence still required, but it goes into an online system.
 - Document has a 35,000 word limit.
 - Student learning is still the focal point.
 - Program assessment (curricular and co-curricular) need to be linked to strategic plan for vertical alignment.
 - Focus is still on what we do well; if something is missing, address and explain it.
 - Quality Improvement Project (prioritization) is done; we need to provide a report this year (year 8). We will always be doing a quality improvement project though.
 - What's new—
 - Accreditation and assurance is a continuous process.
 - Federal compliance piece
 - Student opinion survey
 - Within HLC, ISR, and Transparency project are new components (nothing we do here—more to do with HLC and their being transparent).
 - Agenda for this spring
 - Share info with faculty
 - Complete final QIP report
 - Verify assumed practices
 - Establish assurance team leaders
 - Managers of assurance process—Linda and ShaunAnne
 - Primary writer—ShaunAnne
 - Oversee assurance portal for evidence—Linda
 - Federal compliance leader
 - Criteria team leaders
 - Establish members for each team
 - Hold kick-off meeting with teams
 - Establish timelines/deadlines/deliverables
 - Needs
 - Because this is now a continuous process, consider establishing a full-time position to lead this effort. As well, assessment and strategic planning are key elements of accreditation and could be combined within this role.

- Administration might consider release time for those who volunteer to lead the criteria teams. Their role is to gather the data, prepare brief statement of assurance, and participate in the review of the document iterations.
- d. Request for update to approved language on Faculty Satisfaction Survey, Linda Cresap
 - See attachment.
 - *Adds language that the FS President will share the summarized Faculty Satisfaction Survey report at convocation (Willoughby/Ngugi); motion carried.*
 - e. Curriculum Committee approval requests, Linda Cresap (available on the portal)
 - Music and theater are working together to create a musical theater minor. They still need to do stage 1 and stage 2 process, but they would like to offer the courses. This will not require new faculty.
 - *Courses come moved and seconded from the Curriculum Committee; motion carried.*
 - f. Other - none

10. Adjournment – next meeting Thursday, April 23.

- Magnus moved to adjourn at 4:50 p.m.

Attachments

- March 26 Draft Minutes
- Ad Hoc Committee on Committees report/recommendations
- HLC Update
- Request for change in FSS wording
- IP2 handout

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

Faculty Senate Ad Hoc Committee on Committees Summary of Recommendations (Updated 4.8.15)

General Recommendations:

Recommend annual report for each committee will include review of major actions and list name of next year's chair. Reports will be accompanied by complete set of minutes that include necessary details and member attendance.

Recommend alphabetically reordering committees in the Bylaws.

Recommend retaining the Athletic Policies Committee.

Recommend thorough review of Bylaws for consistency (specifically Promotion, Committee for the Peer Review of Teaching)

Recommend each committee be charged with reviewing and updating web-based information about the committee each year.

Recommend one person be named webmaster for all Faculty Senate web-based information. This recommendation includes moving all Faculty Committees to the Faculty Senate website.

Committee Specific Recommendations:

Assessment Committee: *Recommend changes to Bylaws to require member of General Education be a liaison to Assessment committee.*

Athletic Policies: *Recommend FS president charge committee to create more specific duties than those listed in bylaws.*

Committee of Peer Review of Teaching: *Recommend reducing the membership of the committee by half.*

Constitutional Review: *Recommend that the committees in the Bylaws be immediately reordered when new committees are added or prior ones are removed.*

Faculty Affairs: *Recommend striking the following duties: To coordinate efforts with university groups planning activities and events which will benefit campus relationships and To prepare a list of volunteers for positions appointed by the Faculty Senate President. Recommend changing the name to "Faculty Elections." Recommend committee provide more detail about the elections process. Recommend committee provide more feedback on how elections are conducted. Recommend elections have more polling places throughout the campus.*

Faculty Research: *Recommend the information in the links to the Office of Research and Sponsored Programs be updated.*

Faculty Rights: *Recommend changing item 6 (page 17 Bylaws) to item c, d, e.; Recommend more generic minutes (per Roberts Rules).*

Handbook: *Recommend eliminating the following duty: To ensure that replacement pages are annually published and distributed for the Handbook, correcting any items known to have changed since the last update. Recommend the committee be given access to SharePoint to update the Handbook pages and then send those updated files to the webmaster for posting on the Faculty Senate website.*

Library: *Recommend committee review, perform, and report on duties as assigned in Bylaws.*

HLC Assurance Argument (Accreditation Reaffirmation)

Clarifications:

- Process has been repackaged; the required information is basically the same.
 - Criteria are similar.
 - Evidence still required but is now placed in HLC Assurance System.
 - Document has a word limit and applicable evidence is hot linked.
 - Student learning remains the focal point.
 - Program assessment (curricular and co-curricular) is linked to strategic plan for vertical alignment.
 - Focus is still on what we do well; if something is missing, address and explain.
- Quality Improvement Project is a done deal; we need to provide a report this year (year 8)
- Much of our work was done in conjunction with Vision 2013; we are in transition.

New:

- Accreditation is now Assurance and is a continuous process
 - Use a ten-year cycle
 - QIP identified and approved by HLC, conducted over 5 year period (years 3-8)
 - Update Assurances (evidence) continually
 - Report 4th and 10th year of cycle with site visit remaining in 10th year
- Student Opinion Survey is a new component
- Federal Compliance is a new component
- Within HLC, ISR and Transparency project are new components (nothing we do here)

Our Agenda for this SPRING:

- Share HLC information (above) with faculty
- Complete final QIP report
- Verify Assumed Practices
- Establish Assurance Team Leaders
 - Managers of Assurance Process—Linda and ShaunAnne
 - Primary Writer- ShaunAnne
 - Oversee Assurance Portal for Evidence - Linda
 - Federal Compliance Leader
 - Criteria Team Leaders –
- Establish members for each team
- Hold Kick-off meeting with teams
- Establish timelines/deadlines/deliverables

Needs:

Because accreditation is now a continuous process, MSU like other institutions does need to seriously consider establishing a full-time position to lead this effort. As well, assessment and strategic planning are key elements of accreditation and could be combined within this role.

Due to reluctance among faculty to become involved in the process, administration might consider release time for those who volunteer to lead the criteria teams as well. Their role is to gather the data (suggest evidence, assist in securing evidence), prepare brief statements of assurance, and participate in the review of the document iterations.

Faculty Senate
4.9.15

General Education Committee

Two requests have been received in regard to the membership on the General Education committee.

Faculty Senate Executive Board met and determined that these two requests could be acted upon at our regular meeting.

Request 1:

Revise the Faculty Senate General Education Committee membership to include two members from each college. Current membership is 4 from CAS and 1 from each other colleges.

Request 2:

Add the Registrar or designee as a non-voting member of the Gen Ed Committee.

Faculty Satisfaction Survey Committee

Additional wording requested

Insert in Article III – The Faculty Senate, Section 1—General Rules for the Faculty Senate

1. Faculty Satisfaction Survey

The annual faculty satisfaction survey will be conducted by April 15 of each year by the Faculty Satisfaction Survey (FSS) Committee. The incoming Faculty Senate President is obligated to share the summarized report with the University President. **The incoming Faculty Senate President will also present the summarized report to the faculty at large at the annual Fall Convocation.** Survey....

Interconnecting Perspectives – Experience – IP2

”Students will demonstrate through an applied experience an understanding of diversity both globally and within the United States.”

Students will demonstrate:

1. knowledge of cultural self-awareness.
2. empathy and will recognize intellectual and emotional dimensions of more than one worldview.
3. openness in their interactions with other cultures.

IP2 requires that students will demonstrate through an applied experience an understanding of diversity both globally and within the United States. The work product must serve to assess students’ understanding of diversity related to complex social issues, decisions and consequences. They should be able to draw upon and consider an increasingly diverse set of scientific, historical, cultural, and social perspectives to frame their arguments and should employ multiple ways of thinking about problems to both evaluate and respond to alternative viewpoints.

Opportunities for meeting the IP2 requirement include the following:

- experience with and comparative reflection on an extended study abroad.
- advanced oral and written mastery of a foreign language.
- service-learning experience with a traditionally under-represented population.
- participation in community internships, museum work, or teaching experiences.
- applied problem-solving that draws upon knowledge, values, and decision-making strategies of different cultures or populations.
- meaningful interaction in a community, culture or society other than one’s own.

IP2 – Experience Courses Listed in the 2015-2016 Catalog

ART 496	Study Tour	1-6
BADM 427	International Marketing	3
CD 324	Techniques in Communication Disorders	3
ED 491	Student Teaching Kindergarten	4-16
ED 492	Student Teaching, Elementary	4-16
ED 493	Student Teaching, Secondary	4-16
ED 494	Student Teaching K-12	4-16
ED 495	Student Teaching, Special Areas	4-16
FREN 201	Intermediate French I	4
FREN 202	Intermediate French II	4
GERM 201	Intermediate German I	4
GERM 202	Intermediate German II	4
HPER 220	Methods of Teaching Dance	2
HPER 223	A T Clinical Experience II	1
HUM 496	Study Tour	1-6
NURS 456	Public Health Nursing	6
NURS 458	Public Health Prof Nurse II	3
PSY 495	Service Learning	3
SCI 405	Radiologic Technology Clinical	6-15
SOC 201	Social Problems	3
SPAN 201	Intermediate Spanish I	4
SPAN 202	Intermediate Spanish II	4
SWK 490	Field Education	12