In attendance (including Alternate Delegates):
Steven Shirley, Laurie Geller, Lisa Borden-King, Andy Bertsch, Chad Fenner, Mary Huston, Maria Kerzmann, Jynette Larshus, Lesley Magnus, Jolene Nechiporenko, Holly Pedersen, Ernst Pijning, David Rolandson, Darren Seifert, Joe Collette, Bethany Andreasen, Beth Marschner, Renee Duncan, Leisa Harmon, Vicki Michels, Dannah Schaffer Joseph Pettit, John Webster, Nicole Wald, Katy Allers, Lordina Yoboah, Christopher Scott, Katy Kilroy, Samuel Stinson

Absent:

Guests:

1. **Seating of Alternate Delegates**
   Katy Kilroy for Thorpe Halloran
   Samuel Stinson for Sophia Rammell

   *Motion to seat alternate delegates (Magnus/Marshner), Motion carried*

2. **Review Agenda**

3. **Approval of minutes from September 10, 2020 meeting**
   Katy Kilroy (not Joe Collette) was alternate for Thorpe Halloran

   *Motion to approve minutes as amended (Magnus/Kerzmann), Motion carried*

4. **Standing Reports**
   A. Dr. Shirley, President
      a. MSU is still completing some of the most testing across the NDUS system but numbers have decreased.
      b. We should encourage members of the campus community to get tested.
      c. Overall rates of infection are down at MSU.
      d. The state is currently working to decrease the amount of time it takes for someone to learn their test results. It currently about takes about 2.5 days and health departments are trying to shorten this.
e. Spring Break will be discussed next week at the Chancellor’s Cabinet. A decision will be made for all NSUS campuses.
f. The MSU Board of Regents meets October 9th on campus. Some regents will join the meeting virtually.

B. Dr. Geller, Vice President of Academic Affairs
   a. HLC Focused Visit
      i. The visit was a success!! We need to attend to two items, and those are pretty easy. THANK YOU for all you have done and continue to do!
   b. Governor’s Emergency Education Relief Fund
      i. Yesterday Dr. Geller submitted a $750,000 grant proposal with seven different projects for academics. Decisions will be made by October 13th,
   c. NDUS Academic Affairs Council
      i. Discussed the possibility of starting spring semester one week late and canceling spring break.
   d. Faculty Research Committee
      i. The group met today and discussed faculty small research grants that were due in March 2020 with funding for this fiscal year (July 1, 2020-June 30, 2021). Those deadlines were postponed when COVID hit. Today the committee agreed to set new deadlines for proposals for this year’s grants. Only those who were MSU faculty during 2019-2020 would be eligible. Once awarded, those awards must be spent by June 30, 2021. A second call for proposals open to all current MSU faculty will be announced in spring with funding for the 2021-2022 fiscal year.
   e. Upcoming Deadlines for Sabbaticals
      i. 10/09/2020: Forward application from chairperson to Vice President for Academic Affairs (originally the last Friday of September or 09/25/2020)
      ii. 10/16/2020: Forward from Vice President for Academic Affairs to Faculty Senate Sabbatical Committee (originally the second Friday of October or 10/09/2020)
   f. Reminder: Annual Assessment and Budget Process and Timeline
      i. November 1 – Yearly Program Assessment (YPA) reports and plans due to Director of Academic Assessment
      ii. November 1 – Promotion and tenure packets are due to chairs
      iii. November 1 – Budget workbooks complete and submitted to supervisors
      iv. Late November/Early December – Campus budget presentations; SPBC will review requests and send recommendations to President’s Staff
      v. Late December/Early January – President’s Staff makes budgetary decisions (this will likely happen later during this legislative year)

C. Staff Senate Liaison, Katy Allers
   a. Staff Senate welcomed the new HR Director at the last committee meeting.
b. The group recently hosting a tree planting and MSU’s Employee Appreciation Week.
c. Melissa Cantone was the High Five Winner for September.
d. The group is currently discussing professional development sessions for staff.
e. Two people from Staff Senate volunteered to help Kevin Harmon (Student Affairs) deliver meals to students in isolation due to COVID-19.

D. Student Government Association Liaison Christopher Scott
   a. The Student Government Association met on September 14th and 28th.
   b. The association will be providing a virtual look of the proposed student renovation on November 10-12.

E. CCF (Bryan Schmidt, proxy for Andy Bertsch for fall semester)
   a. CCF has been discussing the Smart Restart Plan.
   b. Some campuses (but not MSU) are struggling to get numbers from health departments.
   c. The NDUS is down 2% in systemwide enrollments. Most campuses are experiencing declines in enrollment.
   d. Discussion on Open Electronic Resources (OERs) is taking place. Some faculty are concerned about OER use for common numbered courses. For example, does this pose academic freedom issues?
   e. There was discussion about whether or not faculty representative are members of the board. Faculty representatives are not technical members of the board but they are outlined in the Century Code; therefore, they can remain on board.
   f. Last year Faculty Senates starting sending their CCF representatives faculty senate meeting minutes. This process will continue so the group has visibility of what is happening at different campuses.
   g. The State Board is requesting 3% salary raises this year and next year. CCF would like faculty senates across the university system to support this and encourage the state board to allocate the funds (i.e., so campuses don’t have to fund these raises themselves).

F. FSS, VP of Faculty Senate – Joe Collette
   a. The Faculty Satisfaction Survey Committee has analyzed data. They are now going to analyze data by group (e.g., women professors, male professors) to see what stands out the most to each group. Results will be provided soon.

G. Committee Membership Status Report - FS President Lisa Borden-King
   a. The committee membership status report was shared with faculty senators prior to the meeting (via email) and is available in Sharepoint.
   b. Some committees are still missing Chairs so please send information that you have to Dr. Borden-King.

H. COVID-19 Response Team Update - FS President Lisa Borden-King
   a. Thermal scanners are being installed in buildings.

I. HLC visit – Drs. Laurie Geller and Lisa Borden-King
   a. Updates provided above by Dr. Geller.

**Unfinished Business**

5. None
New Business

6. Faculty Election results committee membership
   A. The committee membership status report was shared with faculty senators prior to the meeting (via email) and is available in Sharepoint.
   B. Some committees are still missing Chairs so please send information that you have to Dr. Borden-King.

7. Faculty Elections report and recommendations – Kevin Vang
   A. This information was shared with faculty senators prior to the meeting (via email) and is available in Sharepoint.
   B. Kevin Vang explained that a Bylaw change took place that the Elections Committee needed to consider. Committee membership is limited to two 3-year terms with one year in between. However, not everyone serves a 3-year term (e.g., people who come on as 1 or 2-year replacements). Therefore, the committee decided that if someone joins a committee and serves 1 year, for example, they can still serve two more 3-year terms. The committee seeks faculty senate feedback on this decision.
   C. Another question that emerged is “when do we start enforcing term limits?” The committee recommends starting this year.
   D. FS President noted that the official list should be placed on Sharepoint.
   E. Vang confirmed that the Faculty Elections Committee will create a formal document that outlines the above information and place it on Sharepoint so that there is a record (and public memory) of these changes.

Motion to approve the recommendations of the Faculty Elections Committee (Michels/Marschner), Motion carried

8. Committee Appointments made by FS President with Executive Board Approval
   A. General Education Committee: Jennifer Sherman and JF Mondon
   B. Faculty Handbook Committee: Nicole Wald
   C. Student Government Association: Thorpe Halloran

9. Charge to Faculty Handbook Committee requested
   A. This has been completed. The new documents are posted on the website.

10. Ad Hoc Restructuring Committee Report
    A. The group will present this at the Faculty Senate Discussion Meeting on October 22nd.

11. Research Faculty in NDCPD and governance structure – Dr. Garnes
    A. Katy Allers explained that the omission of NDCPD research faculty from Staff Senate was a strange accident. They were not listed on materials that the previous HR Director sent to Staff Senate.
    B. Dr. Garnes explained that the research faculty are open to either group.
    C. Both Faculty Senate and Staff Senate are happy to welcome the research faculty.
    D. Dr. Garnes explained that the research faculty identify more as staff members, so a return to Staff Senate makes the most sense.
    E. Faculty Senate supports this decision and no vote is needed for the chance to take place.

12. Ad Hoc General Education Committee with limited charge
    A. This is the result of the Faculty Senate Discussion Meeting on September 24th.
B. The committee would not investigate the Gen. Ed. categories themselves but examine the **process** for the Gen. Ed. system.

C. At the September 24th Faculty Senate Discussion Meeting senators agreed that this task would be too demanding for the Gen. Ed. Committee. Therefore, an Ad Hoc committee seems appropriate.

D. Senate discussed how they shall determine the committee membership. (e.g., number of people serving from each college)

E. The document outlining this potential committee was shared with senators via email and is also available on Sharepoint. It is titled “Creation of an Ad Hoc General Education Committee.” Based on senate discussion, it was updated to read:
   a. Beginning from the foundation of the 11 areas of developmental content in our general education program this Ad Hoc committee will:
      1. Provide recommendations to FS regarding the structure of the general education program at MSU.
      2. Provide recommendations to FS formalizing what criteria should be in relation to inclusion into the general education program at MSU. Formalize what the criteria are for courses being included in GE at MSU.
      3. Provide any other recommendations to FS they believe are important in relationship to the general education program at MSU while leaving assessment of the program to the General Education committee.

   *Motion to form this ad hoc committee as amended (Huston/Stinson), Motion carried*

F. If you know of interested people have them contact Lisa Borden-King.

13. **Ad Hoc Student Learning Assessment Committee request & charge**

   A. The document outlining this potential committee was shared with senators via email and is also available on Sharepoint. It is titled “Ad Hoc Student Learning Assessment Committee.” It currently reads:
      a. Creation of an Ad Hoc Student Learning Assessment Committee with the intent of adding an additional FS committee to the bylaws this year for next year.
      b. Purpose of the Committee: Integrate assessment information regarding student learning at MSU for the purpose of identifying patterns and synergies to flow into the strategic planning and budget process to improve student learning.
      c. Membership: 2 members from the following committees: FYE program, Co-Curricular Assessment Committee, General Education Committee, Academic Assessment Committee.
      d. Charge:
         1. Articulate institutional goals that incorporate all goals related to student learning.
         2. Establish an assessment cycle process that is shared by all assessment at MSU moving from assessment of program specific goals & outcomes, to review of those specific results, to
communication of results to strategic planning retreats and committees in order to have strategic planning connect to budgeting, both short and long term.

3. Make recommendations regarding ongoing purpose and function of the committee as a full FS committee
   B. Senate did not have time to discuss this and will return to it at the next meeting.

14. Discussion of what constitutes attendance in online and HyFlex classes
   A. This question has been posed by some faculty members.
   B. Another similar discussion has been about ways to increase student engagement in online classes.
   C. One current challenge is that Blackboard Collaborate often crashes when students have their webcam on.
   D. Rather than make additional policies, senators recommend that professors determine their own attendance policies for their own classes.
   E. Senators discussed that it could be helpful and rewarding for faculty to share best practices for teaching online and engaging students.

15. Announcements
   A. Please forward emails and seek feedback from constituents during the year.
   B. The next Procedural Meeting will be November 5th.
      a. Senate will discuss the above Ad Hoc Student Learning Assessment Committee. Assessment needs to be tied to strategic planning and budget recommendations and processes.

Adjournment

Meeting adjourned at 5:31 pm

Respectfully submitted,

Christina Paxman, Ph.D.
Faculty Senate Secretary