



## Faculty Senate Minutes November 1, 2018

Present: Deb Cave, Danny Devlin, Howell Flowers, Matt Frohlich, Heather Gysberg, Micheal Holman, Lisa Hoynes, Josh Kern, Lindsey Novak, Ryan Okerson, Lynette Borjeson Painter, Erin Price, Deanna Solhjem, Jessica Splonskowski, Jeff Stone, Jordan Schade, Student Government Association, and Jackie Hagel (Notetaker)

Absent: Jeanne Masseth, Angie Milakovic, David Mozingo, Jean Rolandelli, and Vance Vesey

Exofficio Members Present: Bruce Emmil, Carla Hixson, Amy Juhala, and Dan Leingang

### *Call to Order*

President Devlin called the meeting to order at 3:30 pm.

### *Approval of Minutes*

Senator Holman moved to approve the October 4, 2018 minutes. Senator Frohlich seconded. Motion carried.

### *Operations Council*

Senator Borjeson Painter stated the last Operations Council meeting was cancelled.

### *Council of College Faculties*

Senator Solhjem stated the Council of College Faculties meets next week. Items discussed at October meeting:

- Blackboard updates—plagiarism, alternative formats for students, grade integration, and Blackboard to Campus Connection.
- Discussion on task force options for restructuring higher education governance.
- Birgit Pruess sent letter to the Governor.
- North Dakota citizens would have to vote on any changes made to higher education model.
- There was discussion regarding presidents retaining their tenure. The 11 state institutions do not like this. This topic was tabled until the December meeting. The Chancellor wants to set up a conference call with the Council of College Faculties. The Grand Forks Herald ran a news article about tenure.

### *HLC*

Leingang mentioned the HLC information we need to complete is now available. A team is being put together to look at many different aspects of HLC visit. Campus-wide meetings will be held the end of fall semester and beginning of spring semester.

Cybersecurity has officially been approved by the State Board of Higher Education.

With regard to Bismarck State College becoming a polytechnic institution, a lot of local work needs to be done. Dr. Larry Skogen will be working with the campus and others to see what a possible name change would look like.

### ***Student Government Association***

Senator Schade mentioned the Student Government Association is fundraising for their trip to Washington, DC. Every Tuesday, 11 am-1 pm, anyone can purchase Bearscat Bakehouse doughnuts for \$1. SGA is discussing the task force options for restructuring higher education governance. Whatever model is chosen, Schade stated student input needs to be taken into account.

Senator Solhjem shared what the options are:

- Option 1—Improvements on the Current Model. Recommended changes—more board members, longer terms, improve selection process, exceptions for residency requirement, more board training, and more strategic focus for board work.
- Option 2—Two boards with Coordinating Board or Higher Education Administrator. Research University Board (11-13 voting members) NDSU, UND; 2-year CC & 4-year Board (11-13 voting members) DSU, Mayville, Minot, VCSU, BSU, DCB, LRSC, NDSCS, WSC.
- Option 3—Three Boards with Coordinating Board or Higher Education Administrator. NDSU Board (11-13 voting members); UND Board (11-13 voting members); 2-year CC & 4-year Board (11-13 voting members) DSU, Mayville, Minot, VCSU, BSU, DCB, LRSC, NDSCS, WSC.
- Option 4—Four Boards with Coordinating Board or Higher Education Administrator. NDSU Board (11-13 voting members); UND Board (11-13 voting members); 4-year Board (11-13 voting members) DSU, Mayville, Minot, VCSU; 2-year Board (11-13 voting members) BSU, DCB, LRSC, NDSCS, WSC.

Senator Schade mentioned disclosure textbook prices prior to enrollment. Because some textbooks are so expensive, would faculty consider using a lesser textbook, therefore, lesser cost to student. Would textbooks have to come out when class semester schedule is posted? Could something be placed in the Notes in Campus Connection for students? President Devlin asked Faculty Senators to get feedback from constituents and send to him or Schade.

### ***Committee Reports***

#### ***Old Business***

##### ***Faculty Senate Standing Committee Membership –Academic Standards***

President Devlin stated we still need one faculty member to serve on the Academic Standards Committee. Devlin asked Faculty Senators to talk with constituents in hopes that someone will step up to the plate.

##### ***Academic Honor Code Exam + HLC Reporting***

Senator Solhjem moved that we accept the academic integrity/question pool for HLC reporting. Senator Price seconded. Motion carried.

### ***Blackboard/Anonymous Course Surveys***

There is a concern over the Qualtrics survey being anonymous. Juhala stated there would be one survey that would split off into either an on-campus or an online survey. This could be put in the Blackboard shell.

Senator Borjeson Painter expressed concern that if faculty are evaluated in every class, the same student could be evaluating a faculty member. Senator Novak is not opposed to current process, but is concerned this may become redundant and we may not get good information. Juhala stated we are planning to move forward with the newly designed Qualtrics survey. Faculty should be aware that if they want more than one class evaluated, they can do that.

It was mentioned that Faculty Rights hasn't looked at evaluation forms in a few years, may be that needs to be done. President Devlin will ask the Online Education Committee where changes came from for classes and ask the Faculty Rights Committee to review the questions.

### ***Department Chair Evaluation Update***

President Devlin stated draft 6 has been updated to include administrative work and evaluation conducted in the classroom. Leingang stated this was created as a working tool for department chairs. This would fall under the open records law. Senator Frohlich moved to approve, on first reading, draft 6 that is posted on the CORE Portal. Senator Holman seconded. Motion carried. President Devlin asked Faculty Senators to get feedback from constituents. Will place on the December agenda for further discussion.

### ***ND General Education Council – GERTA – Josh Kern***

Senator Kern has not heard anything more on this topic. President Devlin will pass on to Academic Affairs.

### ***PeopleSoft/CTS Listening Tour – October 10, 2018***

President Devlin stated the PeopleSoft/CTS Listening Tour happened as scheduled on October 10. A report is on the CORE Portal.

### ***New Business***

#### ***Curriculum Committee – New Courses, Course Changes, Course Inactivation***

President Devlin asked for Faculty Senate approval on the following:

- New courses – BIOL 170/170L and MATH 178. Senator Holman moved to approve. Senator Kern seconded. Motion carried.
- Course changes – Senator Cave moved to approve. Senator Splonskowski seconded. Motion carried.
- Course inactivation – EMS 201 and EMS 233 – Senator Cave moved to approve. Senator Splonskowski seconded. Motion carried.

#### ***General Education Committee – Request for Classification of General Education***

President Devlin asked for Faculty Senate approval on the following:

- BIOL 170/170L as general education. Senator Holman moved to approve. Senator Schade seconded. Motion carried.

### ***Third Year Tenure Review Policy***

President Devlin stated North Dakota State University is the only institution that conducts a third year faculty tenure review. Tenure review was removed from BSC policy a year or two ago. Senator Borjeson Painter would like to see this back in the policy, it is important to maintain some type of rigor. It was suggested that once a year each Tenure Committee member sit down with faculty that are working towards tenure and ask if they need any assistance or guidance. The Tenure Committee could meet either November or December to discuss those up for tenure, then have a second meeting to move candidates forward for approval. Senator Price will take this to Tenure Committee. Send Senator Solhjem your thoughts regarding this topic.

### ***Academic Forgiveness for Students from Institutions Other Than Bismarck State College***

President Devlin stated academic forgiveness for students from institutions other than Bismarck State College has been broadened to address those students. Devlin will pass on to the Registrar's office.

### ***Length of Time for Emeritus Status Post Retirement***

When does the five year count start? The policy states, when an employee is no longer getting benefits. What was the intent when this was created? President Devlin asked Faculty Senators to get feedback from constituents. Devlin will visit with campus personnel regarding this topic.

### ***Flexible Office Hours Policy***

President Devlin stated office hours are set by faculty and department chair. The faculty handbook states, faculty must hold one office hour a day. Can we make this more flexible? It was suggested this policy be reviewed. Senator Schade sends an email or text to faculty vs. seeing them in person. Schade will take to the Student Government Association for their feedback. Devlin asked Faculty Senators to get feedback from constituents.

### ***Best Practices/Common Suggested Format for Online Classes***

Leingang stated best practices/common suggested format for online classes is not an easy topic to discuss. Valley City State University is taking a look at this and may be able to share information with other institutions. Should we look at this as a campus and how it affects our students? President Devlin will ask Deb Mantz to attend December meeting to get her input. Devlin will visit with Valley City State University personnel working on this.

### ***General Education Revalidations***

Do we have to continue conducting general education revalidations? We probably need to ask the Higher Learning Commission. Will place on December agenda for further discussion.

### ***Administrative Reports***

There were no administrative reports.

***President's Update***

President Devlin said if anyone is interested in serving on the Employee Recognition Dinner Committee, please contact Christina Burns.

President Devlin said we continue to see pay raises lower than what is paid at the K-12 level; health care premiums coverage needs to be continued.

Senator Schade moved to adjourn the meeting at 4:50 pm. Senator Hoynes seconded. Motion carried.