



## Faculty Senate Minutes February 1, 2018

Present: Jacklyne Carlson, Deb Cave, Danny Devlin, Howell Flowers, Heather Gysberg, David Lewellyn, Angie Milakovic, Lindsey Novak, Lynette Borjeson Painter (attended for Matt Frohlich and Deb Mantz), Erin Price, Jean Rolandelli, Sean Thorenson, Shirley Wilson, Jordan Schade, Student Government Association, and Jackie Hagel (Notetaker)

Absent: Lisa Hoynes, David Mozingo, Ryan Okerson, Melanie Schock, Michael Tomanek, and Vance Vesey

Exofficio Members Present: Bruce Emmil and Dan Leingang

Exofficio Members Absent: Carla Hixson and Amy Juhala

Others Present: Tom Leno and Claire Gunwall

### ***Call to Order***

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

### ***Approval of Minutes***

Senator Wilson moved to approve the December 7, 2017 minutes. Senator Schade seconded. Motion carried.

### ***Operations Council***

Lewellyn stated the Operations Council discussed paper cut project and how to move forward—The Student Government Association has not been approached on the topic; new location for ICE room. You Make a Difference is now called Staff Shout Out—information on the CORE Portal.

### ***Council of College Faculties***

President Carlson mentioned the Chancellor keeps pushing an all faculty get together (Chancellor's Dream). A faculty summit is happening at the Capitol April 13, 2018. The Council of College Faculties is looking for two to four people who would represent faculty. Let Carlson know if you are interested. The CCF representative will attend the summit. Carlson will send more information as it becomes available.

The Council of College Faculties is working on drafting a letter of concern regarding health care.

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

Senator Schade stated the Student Government Associate has a full senate this year.

### ***Committee Reports***

### ***Old Business***

#### ***Senate Retreat***

Senator Rolandelli stated there were 42+ responses to faculty development survey. Faculty would like to see one day of faculty development that is meaningful (want it to count). Limit amount of time given to administrative types of things. Leingang stated there is nothing written that administration needs time on schedule—this should be faculty driven. Rolandelli will take this back to Faculty Development committee.

Faculty Senate recommended that one day of faculty development be mandatory. All senators in favor.

Senator Novak stated the Employee Engagement Team Charter is on the CORE Portal. The Employee Engagement committee's purpose is to prepare a white paper including recommendations to improve BSC employee engagement. The white paper is due March 12—will be presented at President's Cabinet meeting. Employees will receive a survey that will determine the current climate. Angie Friez has access to national resource management information.

### ***New Business***

#### ***Student Policies – Changes—Academic Standing, Academic Suspension Appeal, and Academic Suspension Readmission – Tom Leno and Claire Gunwall***

Leno would like to see the academic standing policy simplified to two pages—changes would benefit Bismarck State College and be more specific to the student. Academic suspension appeal and academic suspension readmission—a student can attend four semesters before being suspended.

Gunwall stated students who have a term or cumulative grade point average below 2.00 at the end of any semester would be placed on academic warning, probation, and suspension. A student must be out one semester before being reinstated. There may be more opportunities the second time around for a student to be. Sometimes it is hard for a student to come back and get out of situation. Three semesters will help a student succeed. Leno reviews the academic forgiveness form. A student would be out four years before they could attend Bismarck State College again. Grades and classes remain on transcript, but the student would start with a clean GPA

The three policies above go together; new procedures were created. Under new policy, the first time a student is suspended, summer would not counted as a semester anymore. A student would have to sit out two semesters. MACC advisors meet with readmission students.

A student can fill out an academic warning through probation pamphlet (not mandatory) that will take effect fall 2018.

Most suspensions take place after spring semester. Those students would have to sit out summer and fall. If a student is suspended in the fall, they can come back in the summer.

Senator Devlin moved to approve policy and two procedures on first reading. Senator Rolandelli seconded. Motion carried.

### ***Full Professorship***

President Carlson stated there is a letter on CORE Portal regarding Vickie Volk's request for full professorship. The Ranking committee reviews and recommends faculty member for full professorship. Senator Rolandelli moved to approve. Senator Lewellyn seconded. Motion carried.

### ***Deans' Policy Updates—Final Grade Change, Incomplete Course, and Video Recording***

Emmil stated the Deans' were tasked with reviewing policies. Minor changes were made to final grade change; some title verbiage was changed and natural disaster statement to incomplete course; quite a few changes were made to video recording.

Final Grade Change – verbiage changes only. Senator Lewellyn moved to pass on second reading (waived on first reading). Senator Gysberg seconded. Motion carried.

Incomplete Course – Senator Wilson passed on first reading. Senator Schade seconded. Motion carried. Changes will be forwarded to the Grade Appeals committee. Rolandelli will email policy to Faculty Senators.

Video Recording - Senator Schade moved to approve on first reading. Senator Devlin seconded. Motion carried.

### ***Administrative Reports***

Leingang stated the Academic Affairs Council met. The AAC recommended policy that mandatory placement be for both mathematics and English. The State Board of Higher Education met last week and approved BAS for cybersecurity for Bismarck State College. We have to get approval from Higher Learning Commission.

Leingang stated the Chamber Outstanding Teacher deadline is February 16. Reach out to your Dean.

Leingang stated Bismarck State College has been meeting with Minot State University and Jamestown State University regarding transfer of credits. We are also discussing setting up an arrangement to discuss engineering, nursing transfer, and graphic design.

### ***President's Updates***

#### ***Senate Retreat***

President Carlson asked departments to discuss whether enrichment is still what the description says it is or should it be looked at again. Senator Devlin will visit with Eric Bless.

Senator Mantz put Teaching and Learning Center information on CORE Portal.

President Carlson asked Faculty Senators to contact Sheila Bitz if faculty are interested in being on a committee to determine flag bearers at graduation.

***Other***

***Department Chair Upward Evaluation***

Borjeson Painter stated Faculty Senate approved the department chair upward evaluation in 2012. The Faculty Rights committee did a lot of work in creating the document. Leingang stated department chairs did for one year because they was no time line. The information was presented to the Dean, but was not placed in permanent record. Before department chairs are evaluated, there must be a job description. President Carlson stated department chairs are the most evaluated individuals on campus. Carlson stated you might want to discuss at department meetings.

President Carlson stated starting fall 2018, students can get textbooks through Cengage Unlimited for \$179/year. Two-year program options would be \$249. Cengage Unlimited representatives will be on campus February 20. Are students eligible for financial aid if they use? Bismarck State College is looking at a code system where a student would pass through BSC and be eligible for financial aid.

Senator Rolandelli moved to adjourn the meeting at 5:02 pm. Senator Devlin seconded. Motion carried.