



**Faculty Senate Minutes
April 5, 2018**

Present: Jacklyne Carlson, Danny Devlin, Matt Frohlich, Heather Gysberg, Lisa Hoynes, Josh Kern (new senator) David Lewellyn, Angie Milakovic, David Mozingo, Lindsey Novak, Ryan Okerson, Lynette Borjeson Painter (new senator), Erin Price, Jean Rolandelli, Melanie Schock, Deanna Solhjem (new senator), Sean Thorenson, Michael Tomanek, Shirley Wilson, Jordan Schade, Student Government Association, and Jackie Hagel (Notetaker)

Absent: Deb Cave, Howell Flowers, Deb Mantz, Jeanne Masseth (new senator), and Vance Vesey

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

Exofficio Members Absent: Dan Leingang

Others Present: Claire Gunwall

Call to Order

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

Approval of Minutes

Senator Lewellyn moved to approve the March 1, 2018 minutes. Senator Schade seconded. Motion carried.

Welcome to New Senators

President Carlson welcomed new senators.

Operations Council

No report.

Council of College Faculties

No report.

Student Government Association

No report.

Committee Reports

No report.

Old Business

Student Policies Changes – Incomplete/Final Grade Change

President Carlson stated the Incomplete/Final Grade Change policies were voted down on second reading at March 1, 2018, meeting because certain aspects in both policies needed to match.

Under **Reasons:** Submitted grades, except grades of incomplete, are final and may only be changed by the instructor to correct human error or fraud (plagiarism or cheating), **ADD--or extenuating circumstances**. Under **Final Grade Change:** .3—in the absence of the course instructor, the Department Chair **ADD—*or appropriate academic Dean*** must complete the final grade change form. Senator Wilson moved to accept the wording changes. Motion carried. Senator Rolandelli moved to accept wording changes on second reading. Senator Schade seconded. Motion carried.

At February 1, 2018 meeting, the Incomplete Course was approved on first reading. Under **Incomplete:** 4. If a student has an extenuating circumstance and is unable ***to request an incomplete, a final grade will be recorded.*** The course instructor may change the final grade as identified in Student Policy – Final Grade Change. Copy and paste #4. into **Procedure for Incomplete:** section. Senator Schade moved to approve. Senator Wilson seconded. Motion carried. Senator Rollandelli moved to approve the changes on second reading. Senator Schade seconded. Motion carried.

Policy 607.5 – Faculty Sick Leave

President Carlson stated Policy 607.5 is faculty sick leave policy. The State Board of Higher Education tabled this at recent meeting. Questions, contact Dan Leingang or Rita Lindgren.

New Business

Blackboard Left Hand Navigation

President Carlson stated the Online Education committee addressed Blackboard Left Hand Navigation and suggested the bar be standardized. Even though some items were missing, the bar does not look dramatically different. Screen Reader access and announcements should be reviewed as well. Carlson asked Faculty Senators to take back to constituents for feedback.

Administrative Reports

No reports.

President's Updates

Blackboard will hold a session April 9, 2-4:30 pm, NECE Auditorium.

President Carlson and Senator Devlin will attend the Council of College Faculties Summit, April 13, 2018. Bismarck State College needs a CCF representative; individual does not have to be a Faculty Senator. CCF meets Tuesday mornings from 9 to 10:30 am.

President Carlson stated a letter of concern from the Council of College Faculties is on CORE Portal. Carlson asked if Faculty Senate has an interest in writing a letter of support and sending to the State Board of Higher Education. Bismarck State College did not have representative at CCF meeting. Faculty Senators felt BSC administration should possibly make a statement. Carlson meets with Dr. Skogen next week, will talk to him about this.

Election of Officers

Vice President - Senator Rolandelli nominated Lynette Borjeson Painter. Senator Gysberg seconded. Motion carried.

President – President Carlson nominated Danny Devlin. Senator Lewellyn seconded. Motion carried.

Secretary-Treasurer – President Carlson nominated Erin Price. Senator Schade seconded. Motion carried.

Other

Juhala stated Senator Lewellyn’s term on the Operations Council is up. We need a Faculty Senate representative on the OC. The OC meets the first and fourth Wednesday during the school year and once a month during the summer, 8:15-10 am. Senator Borjeson Painter volunteered to serve as Faculty Senate representative on the OC.

The meeting adjourned at 5 pm.