



## University Senate Agenda

### September 2022 Meeting


TO: Members of the University Senate  
FROM: Bob Newman, University Senate Chair, 2022-2023  
SUBJECT: September 1<sup>st</sup>, 2022, University Senate Meeting  
DATE: August 25<sup>th</sup>, 2022

The September 2022 meeting of the University Senate will be held on Thursday, September 1<sup>st</sup>, 2022, from 3:30 p.m. – 5 p.m. via Zoom. Voting members will receive a personalized link to join the webinar as a panelist. Please check your clutter/junk/spam folder if you do not see the invitation in your inbox. A public link for visitors will be posted on the Senate website and in the University Letter.

Call to Order (Outgoing Chair Cristina Oancea)

#### **Senate Calendar:**

- 1) Announcements/Chair opening remarks:
  - a. Overview of University Senate rules and procedures (Chair Bob Newman)
  - b. Comments on coming year
  - c. Council of College Faculties update (Doug Munski)
  - d. Staff Senate update (Paula Cox)
  - e. Student Government update (Faith Wahl)
  - f. Updates from the Provost (Jeff Holm, for Eric Link)
- 2) Establish Quorum (Secretary Scott Correll)
- 3) Review and approval of May 5, 2022 minutes (see attached, also located on the Senate website)
- 4) UND 2022 Strategic Planning update: Lynette Krenelka and James Mochoruk
- 5) Senate Executive Committee (SEC) report (Chair Bob Newman)
  - a. SEC actions, May to August SEC meetings
    - i. Approved the following:
      1. Summer graduation candidates
      2. The possibility of converting the Open Educational Research Committee to a Standing Senate Committee (see attached)

- 
3. The Essential Studies Committee approved the language change proposal and updated the language associated with that proposal on the GUEST document (see attached documents)

ii. Discussed the following

1. The CCF reviewed and accepted a report on Presidential Reviews at their last meeting of the Academic Year 2021-2022
2. University Senate Website – the organization and service guides are 10-20 years outdated
3. Provost Link will soon commence a search for a full-time faculty member to serve as the next Director of Essential Studies

- 6) Question period (max 20 minutes)

**Consent Calendar:**

- 1) The Essential Studies Committee language change proposal (see attached)

**Business Calendar:**

- 1) The possibility of converting the Open Educational Research Committee to a Standing Senate Committee (see attached)
- 2) Election of Senate Vice-Chair/Chair-Elect (see statements attached)
- 3) Election of Faculty Representative for Senate Executive Committee (see statements attached)
- 4) Election of Staff Representative to the Senate Executive Committee
- 5) Election of Student Representative to the Senate Executive Committee
- 6) Election of two Senate faculty members for Committee on Committees

**Matters arising**

**Adjourn**

Minutes of the University Senate Meeting  
May 5, 2022

1.

The February meeting of the University Senate was held at 3:30 p.m. on Thursday, May 5, 2022, via Zoom Conference. Chair Cristina Oancea presided.

2.

The following members of the Senate were present:

Armacost, Andy	Jendrysik, Mark	Oancea, Cristina
Bartz, Jeremiah	Jordan, Rachel	Pedersen, Daphne
Brandt, Sonja	Juntunen, Cindy	Peterson, Karen
Chu, Qianli	Kalbfleisch, Pamela	Petros, Tom
Clark, Travis	Karikari, Isaac	Reedy, Kaelan
Correll, Scott	Kehn, Andre	Reissig, Brad
Cox, Paula	Kitzes, Adam	Rozelle-Stone, Rebecca
Denny, Dawn	Kraus, Robert	Rundquist, Brad
Dorafshan, Sattar	Laguette, Soizik	Schill, Brian
Doze, Van	Legerski, Liz	Schlenker, Jared
Gjellstad, Melissa	Light, Steve	Shivers, Jed
Halcrow, Steven	Lim, Howe	VanLooy, Jeffrey
Hammond, Sean	Linder, Meloney	Wahl, Faith
Helleloid, Duane	McGinniss, Mike	Walker, Stephanie
Hellwig, Beth	Mihelich, John	Weber, Bret
Henley, Amy	Milavetz, Barry	Wilson, Nick
Henneman, Emily	Munski, Douglas	Wise, Richard
Hume, Wendelin	Myers, Brad	Worley, Deborah
Iseminger, Colt	Newman, Robert	Zerr, Ryan
Jedlicka, Janet	Nonte, Stephen	

3.

The following members of the Senate were absent:

Adjekum, Daniel	Johnson, Erika	Shogren, Maridee
Blace, Sadie	Liang, Lewis	Spaeth, Andria
Carter, Payton	Link, Eric	Strand, Skyler
Cherry Oliver, Emily	Liu, Jun	Stroup, Kale
Crotty, Tyanne	Mamaghani, Iraj	Tande, Brian
Dauphinais, Kirsten	Matz, Adam	Wynne, Joshua
Dutchak, Dawson	Perkins, Dexter	Xiao, Feng
Feehery, DJ	Petritsch, Timothy	
Homstad, Stephanie	Redvers, Nicole	

4.

Ms. Oancea called attention to the fact that all Senate committees should choose a Chair for the next academic year before the semester ends. Please report who the Chair will be to Cristina Oancea (cristina.oancea@und.edu). Please reach out to newly elected members as well.

5.

Ms. Oancea congratulated the winners of the Senate-at-Large and Special Review Committee members as well as the nominees for the Standing Committee on Faculty Rights and Council of College Faculties. We have the following run-off and regular votes today:

Runoff vote for the Senate-at-Large election results:  
Andre Kehn and James Sperle

Runoff vote for 2 seats on the Special Review Committee:  
Cheryl Hunter, Michele Iiams, John Shabb, Brian Urlacher,  
Bret Weber, Eric Wolfe, Eric Burin

Vote for the Standing Committee on Faculty Rights:  
Douglas Munski, Kathy Smart

Vote for the Council of College Faculties:  
Andre Kehn, Crystal Alberts

6.

Ms. Oancea called attention to Ms. Krenelka and Mr. Mochoruk who provided an update on the UND 2022 Strategic Planning. Mr. Mochoruk stated that they have recruited two co-captains for each of the seven themes and each group is now completely populated. There were so many volunteers that each group had to be paired down to a workable size. All group members have watched a video on modern strategic planning. Please keep watching the website for updates as key events happen in the planning process. Lifelong learning will be incorporated into the planning process. A timeline of upcoming events was presented. Details can be found on the website.

7.

Ms. Oancea called attention to the following overdue committee reports:

1. Due Sept. 23, 2021 (overdue): Compensation
2. Due Oct. 21, 2021 (overdue): Standing Committee on Faculty Rights
3. Due Nov. 18, 2021 (overdue): Legislative Affairs
4. Due Feb. 17, 2022 (overdue): Intellectual Property
5. Due Mar. 24, 2022 (overdue): Intercollegiate Athletics

8.

Mr. Richard Millspaugh gave an update on the Council of College Faculties. The CCF is winding down for the year. The CCF did write a letter about WGU

9.

Mr. Schill discussed that Staff Senate is using the Shared Services Center. Mr. Schill talked about the endowing of the Seeds for Staff Success dollars. Mr. Schill discussed various activities by Staff Senate. Mr. Schill discussed the changes to the leadership including incoming president, Paula Cox. Ms. Cox is looking forward to the upcoming academic year. Ms. Spade will be the incoming vice-president.

10.

Mr. Reedy provided an update on Student Government. Ms. Wahl is the incoming president of Student Government. Mr. Reedy thanked everyone for the opportunity to serve. Ms. Wahl discussed the USenate committee appointments. There are lots of plans for the upcoming academic year.

11.

Mr. Holm provided an update for Mr. Link who could not be here. Mr. Holm conveyed Mr. Link's appreciation via his actual words. Mr. Holm discussed our high application numbers for the fall 2022 semester. We also have an increase in undergraduate deposits. Applications have increased for both on-campus as well as online programs. Please remind everyone that summer and fall registration is open. The sooner you register, the better the choices.

12.

Mr. Shivers discussed our investments in Russian securities. Only 0.06% of the entire investment funds are exposed to Russian markets.

13.

Mr. Nelson discussed the impact of tuition waivers. The impact of providing tuition waivers actually reduces the college revenue bottom line. This is a delicate balancing act between master and PhD students.

14.

Quorum was established.

15.

Without objection, the minutes from the April 7, 2022, University Senate meeting were filed.

14.

Ms. Oancea reported from the Senate Executive Committee.

The committee met in April and discussed the May 2022 Graduation candidates, the MWF start time changes, the Code of Student Life Updates, and a procedure proposal to be added to the Faculty Handbook.

15.

The 20 minute question and answer period began at 4:18pm. Mr. Petros asked Mr. Nelson about a document being prepared. Mr. Nelson discussed producing a white paper on how tuition waivers affect college revenue. Mr. Petros stated that he has a secondary concern about the amount of teaching hours and scholarly output that needs to be factored into this equation. Mr. Petros would like to see a working document on graduate funding. Mr. Hammond asked about the use of artificial intelligence with help in writing documents. Are they a violation or are they allowed. Mr. Pokornowski says it would be a violation, but it is possible to update the academic dishonesty definition. He asked for recommendation language. Mr. Hammond recommended getting out ahead of this artificial intelligence usage. Mr. Newman asked Mr. Nelson about using graduate directors to help make financial decisions. Mr. Nelson welcomes this discussion. Ms. Kalbfleisch stated that students are citing information that does not really exist by the author. This should also be factored into artificial intelligence. Mr. Kehn wants to know about nationality of students and tuition waivers.

The question and answer period ended at 4:33pm.

16.

Without objection, the University Senate Executive Curriculum Committee Report for April 2022 was filed.

17.

Without objection, the University Senate Curriculum Committee Report for May 2022 was filed.

19.

Without objection, the University Senate Curriculum Committee Annual Report was filled.

20.

Without objection, the University Senate Scholarly Activities Committee Annual Report was filed.

21.

Without objection, the University Senate Budget Committee Annual Report was filed.

22.

Ms. Oancea called attention to the May 2022 Graduation candidates. Mr. Munski moved to approve. Mr. Newman seconded. The motion carried.

23.

Ms. Oancea called attention to the Code of Student Life updates. Mr. Milavetz moved to approve. Mr. VanLooy seconded. The motion carried.

24.

Ms. Oancea called attention to the procedure proposal for the Faculty Handbook. Mr. Newman moved to approved. Mr. Munski seconded. The motion carried.

25.

Ms. Oancea called attention to the MWF start time proposed policy. Mr. Newman moved to approve. Mr. Milavetz seconded. A discussion ensued. Some points to consider are starting meetings with these standard start times. The motion carried with 63% voting in favor.

26.

Ms. Oancea called attention to the Senate At-Large runoff. Ms. Walker moved to approve. Mr. Milavetz seconded. Mr. Kehn will serve on the Senate At-Large.

Ms. Oancea called attention to the Special Review Committee runoff for two seats. Mr. Milavetz moved to approve. Ms. Worley seconded. The two additional members will be Hunter and Iiams.

Ms. Oancea called attention to the vote for the Standing Committee on Faculty Rights (new member for five year). Ms. Gjellstad moved to approved. Ms. Kalbfleisch seconded. Ms. Smart is the newly elected member.

Ms. Oancea called attention to the vote for the Council of College Faculties member. Mr. Newman moved to approve. Mr. Milavetz seconded. Ms. Alberts will serve.

Matters arising:

No matters arising were brought to attention.

The meeting adjourned at 4:58pm.

Scott Correll, Secretary  
University Senate

## SENATE OPEN EDUCATION RESOURCES COMMITTEE

Purpose:	The Senate Open Education Resources Committee provides guidance to the UND community for promoting, developing, implementing, and adopting open education resources (OERs).
Membership:	Dean of Libraries and Information Resources Faculty (four, elected by the University Senate) Graduate Student (one) Professional Librarians (three) Instructional Designer (one) Student Body President, or designee Vice Provost for Undergraduate Studies and Student Success or designee
Terms:	Dean of Libraries and Information Resources -- concurrent with office Faculty – three years, staggered terms Instructional Design staff member -- two year, renewable Professional Librarians -- two year, renewable Student Body President – concurrent with office Graduate student – one year, renewable Vice Provost for Undergraduate Studies and Student Success – concurrent with office
Selection:	All terms begin at the start of fall semester unless ex-officio, or otherwise noted:  Dean of Libraries and Information Resources -- ex officio Faculty – one member elected yearly during the April University Senate meeting and assuming responsibilities May 1 Instructional Designer – appointed by Executive Director, TTA Graduate Student -- appointed by Dean of Graduate Studies Professional Librarians – Appointed by Dean of Libraries and Information Resources Student Body President -- ex-officio Vice Provost for Undergraduate Studies and Student Success or designee
Function and Responsibilities:	Acting on its own volition, upon the request of the Senate and/or others, the committee will perform the following functions: <ol style="list-style-type: none"><li>1. promote and identify OER options for faculty</li><li>2. work with administration to secure funding for OER creation and/or OER course development and implementation</li><li>3. distribute any funding through a competitive application process</li><li>4. organize OER training for funding recipients and periodic OER symposia at UND</li><li>5. Collaborate with the campus bookstore on open course materials</li><li>6. track OER usage in courses</li><li>7. communicate with other regional and/or national OER consortia</li><li>8. designate a liaison to the NDUS OER Group</li></ol>



Report to Senate: Prepare and deliver an annual report to the University Senate two weeks prior to the May meeting, which address the Committee's functions and responsibilities and provides a census of OER use/adoption and an estimated student cost savings each academic year.

Sources of  
Information: University Council Minutes -- August 29, 2017  
University Senate Minutes – April 6, 2017  
University Senate Minutes – October 7, 2016  
University Senate Minutes – January 16, 2016

March 21, 2022

Dear Essential Studies Committee members,

The purpose of this proposal is to request an update to the language of the current Essential Studies waiver policy for students returning to earn a second bachelor's degree to also include allowing evaluations by trained admissions personnel and/or foreign credentials services of America (FCSA) or member organizations of the national association of credential evaluation services (NACES) or the association of international credit evaluators (AICE) that state the equivalency of a United States bachelor's degree from a regionally accredited institution be granted the ES waiver.

Per NDUS admission policies, UND acknowledges these evaluation agencies to accept these determinations, but the current ES waiver policy states the degree must be completed at a U.S. institution. When evaluating an international degree, the FCSA, NACES, and AICE agencies include a designation indicating the degree is equivalent to a U.S. bachelor's degree from a regionally accredited institution and therefore, allowing a student to enroll in graduate school or obtain a teaching licensure (with the appropriate degree). These agencies will also designate an international degree as being equivalent to a U.S. bachelor's degree, but not regionally accredited, in which case we are not requesting the ES waiver apply.

The NDUS admissions and Essential Studies waiver policies are conflicted and present barriers for international students wanting to pursue a second bachelor's degree at UND. Therefore, it is proposed to update the ES waiver policy language as such beginning January 1, 2023:

Students transferring to UND with a completed 4-year baccalaureate degree earned at U.S. regionally or CHEA accredited institution or earned outside of the U.S. but with an equivalency of a United States bachelor's degree from a regionally accredited institution as designated by trained admissions personnel and/or foreign credentials services of American (FCSA) or member organizations of the national association of credential evaluation services (NACES) or the association of international credit evaluators (AICE) will have all Essential Studies requirements waived.

Sincerely,

Chelsea Mellenthin  
Allison Waswick  
Katie Kucera  
Katie Meyer  
Jake Vivier  
Kaylee Scheer  
Kayla Hotvedt  
Tammy Mulske  
Daniel Cooley  
Marlys Escobar

Sarah Pike  
Desi Anderson  
Ashley Vigen  
Evelyn Boss  
Brittany Borgen  
Samantha Eastman  
Lani Moen  
Angela Beardemphl  
Amanda Peters  
Judy Jahnke

Carla Sanden  
Angela Cary  
Peter Gullette

**University of North Dakota  
Essential Studies Program**

**GUIDELINES FOR ESSENTIAL STUDIES TRANSFER**

**“Essential Studies” is UND’s undergraduate program in general education.**

The University of North Dakota welcomes transfer students and accepts credits awarded by regionally accredited institutions. Specific questions or inquiries not addressed by the Guidelines can be addressed to:

**Registrar’s Office**  
[christina.fargo@und.edu](mailto:christina.fargo@und.edu)  
701.777.2148 or 777-2711  
Twamley Hall 201 (Stop 8382)

Additional information about UND’s Essential Studies program can be found at the ES website:

<http://und.edu/academics/essential-studies/>

This document was initially approved by the Essential Studies Committee on: April 1, 2011. It was revised and approved by the Essential Studies Committee in 2015. The current version was revised and approved by the Essential Studies Committee in February, 2021.

## **UND Essential Studies Program**

### **2019 GUIDELINES FOR ESSENTIAL STUDIES COURSE TRANSFER (G.U.E.S.T.)**

This document describes how courses taken at other institutions align with UND's Essential Studies (ES) program requirements for both Breadth of Knowledge (BOK) requirements and Special Emphasis (SE) requirements. It is intended to help with course transfer into the ES program.

Students under Essential Studies. The ES program applies to all first-year students who entered UND in Fall 2008, or later, and for all transfer students who entered UND in Fall 2009, or later. Updated requirements in the Special Emphasis categories of Diversity of Human Experience and Analyzing Worldview apply to all students who begin at UND in Fall 2020 or later.

Transfer Agreements. Some transfer credit decisions are determined by the North Dakota University Systems' (NDUS) "General Education Requirements Transfer Agreement" (GERTA). UND's BOK categories are the same as the GERTA categories. GERTA is used to facilitate transfer between the 11 institutions in the state public college and university system; it is often used for transfer from the ND tribal colleges and the ND private institutions. In addition to GERTA, NDUS also has a "Common Course Numbering" policy, which applies primarily to courses in general education.

Besides the NDUS agreements, UND has also established articulation agreements with a large number of schools and systems outside the state. See the Registrar's Office for current list.

Students who have earned an associate of arts or associate of science from a U.S. regionally or CHEA accredited institution will be considered to have completed the Breadth of Knowledge requirements but must still complete the capstone and special emphases requirements, except where existing transfer policies also waive special emphases.

Students transferring to UND with a completed 4-year baccalaureate degree earned at U.S. regionally or CHEA accredited institution or earned outside of the U.S. but with an equivalency of a United States bachelor's degree from a regionally accredited institution as designated by trained admissions personnel and/or foreign credentials services of American (FCSA) or member organizations of the national association of credential evaluation services (NACES) or the association of international credit evaluators (AICE) will have all Essential Studies requirements waived.

~~Students who have earned a baccalaureate degree from a U.S. regionally or CHEA accredited institution will be considered to have fulfilled all Essential Studies requirements.~~

Transfer Credit for Majors. Requirements for majors and pre-requisites within majors are *not* addressed by this document. Questions about this aspect of transfer should be addressed to the major department.

If the course equivalent at UND and the guidelines are different: When a transfer course receives a UND equivalency that is not an approved ES course but based on GUEST would fulfill ES requirements, the student has the one-time option of having the equivalency removed so the course may be used to fulfill the ES requirement. The student would need to contact the Registrar's Office with the request to remove the equivalency.

#### **Caution Concerning Use of the Guidelines.**

**Readers are reminded that the purpose of this document is to provide general guidance that can be used by advisors to provide advice regarding evaluation of course credit for Essential Studies.**

**While students should always check their Academic Advising Report or Degree Map\*, all final decisions are made as part of an official transcript review by the Office of the Registrar. Decisions made by consulting this document will not supersede that review.**

\*Each student can access his/her Academic Advising Report through Campus Connection or Degree Map. The report tells which program requirements in Essential Studies and in the major that the student has completed to date. It also tells which requirements remain to complete. The AAR is a key tool that helps students and their advisers plan their programs of study wisely and efficiently.

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**Checklists for ES Transfer**  
**Steps to be followed in Addressing Inquiries about ES Transfer Credit**

**Prospective Students**

1. Inform the student about the articulation agreements that are available online. If the student's transfer institution is one with whom we have an agreement, they will be able to find that information online.
2. Advise prospective transfer students to contact their college advisor for other questions about transferring. Advise students who have not yet decided on a major to contact the College of Arts & Sciences to inquire about the Bachelor of General Studies degree. Any other questions related to transfer should be directed to the Registrar's Office.

**Newly Admitted Students**

1. All admitted transfer students will have a course-by-course evaluation of their incoming transfer credit. The Office of the Registrar will determine which credits will transfer to UND, including how those credits will be applied toward UND's Essential Studies requirements.
2. The individual college or department determines how the accepted courses may be used toward the student's major.
3. Check the Academic Advising Report or Degree Map--it will be used to reflect how courses apply toward the student's degree requirements.
4. If a course was not marked as equivalent to a specific UND course, a Breadth of Knowledge or Special Emphasis requirement and the student thinks it should have been, it is the student's responsibility to contact their Academic Core Advisor for review and investigation of the transfer equivalency decision.
5. If a satisfactory decision is not reached through departmental consultation, the student may appeal by petition directly to the Essential Studies Committee. Students and advisors may also contact the Director of Essential Studies for help with petitions.

**Currently Enrolled Students**

1. All currently enrolled UND students who have taken courses at another institution will have their incoming transfer courses evaluated by the Office of the Registrar. The Office of the Registrar will determine which credits will transfer to UND, including credits to be applied toward UND's Essential Studies Requirements.
2. The individual college or department determines how the accepted courses may be used toward the student's major.
3. The Academic Advising Report or Degree Map will be used to reflect how courses apply toward a student's degree requirements.
4. If a course was not marked as equivalent to a specific UND course, a Breadth of Knowledge or Special Emphasis requirement and the student thinks it should have been, it is the student's responsibility to contact their advisor for review and investigation of the transfer equivalency decision.
5. If a satisfactory decision is not reached through departmental consultation, the student may appeal, with an ES petition, directly to the Essential Studies Committee. Students and advisors may also contact the Director of Essential Studies for help with petitions.

## GUIDELINES FOR ESSENTIAL STUDIES TRANSFER: BREADTH OF KNOWLEDGE REQUIREMENTS

Reminder: the following covers courses other than those governed by Common Course Numbers, GERTA, Articulation Agreements, and/or other NDUS policies.

Information below is organized first by Breadth of Knowledge (BoK) area--Communication, Social Sciences, Arts and Humanities, and Math/Science/Technology-- and second by department.

NOTE: Guidelines included here may be used to address questions about ES credit. These guidelines do not address course equivalency.

### I. Communication:

- ✓ TRANSFER CREDIT OK'd for English Composition I: (UND's English 110), College Writing I, College Composition I, Composition I, Freshman Writing.
- ✓ OK for English Composition II (UND's English 130): NDUS English 120 and 125, Research Writing courses, College Writing II, College Composition II, Composition II, Professional/Business and Technical Writing courses, Public Writing courses.
- ✓ NO: Writing courses with a technical program prefix will not normally count toward the ES Communication requirement.
- ✓ NO: Courses in literature will not count toward the BOK requirement in Communication. However, they may count toward the Humanities requirement.
- ✓ OK for Oral Communication: Any 3-credit course that is clearly a public speaking course. E.g., Speech, Introduction to Public Speaking.

*(NOTE: Courses such as "Introduction to Communication," "Mass Communication," and "Interpersonal Communication" do not normally fulfill this requirement because they may be about communication rather than provide students with opportunities to practice and receive feedback on their oral communication skills.)*

### II. Social Science

Anthropology:

- ✓ OK: Introduction to Anthropology or course in Cultural Anthropology, Archaeology or Pre-History.

*(NOTE: Courses in Physical Anthropology or Biological Anthropology or Human Origins do not fit here but they may fit under Math/Science/Technology.)*

Economics:

- ✓ OK: Intro, Micro, Macro, Survey of Economics.

*(NOTE: Courses in Statistics will count under Math/Science/Technology).*

## Gender studies:

- ✓ OK: Any women or gender studies course that contains a social science discipline in the title (e.g., Psychology of Women or Gender Sociology).

## Geography:

- ✓ OK: Human, Cultural or Introduction to Geography. Regional Geography courses.

*(NOTE: Courses in Physical Geography, Weather or Climate may fit Under Math/Science/Technology.)*

## Indian Studies:

- ✓ OK: Introduction to Indian Studies or courses in Culture or Politics.

*(NOTE: Courses in Art, Religion, History, Languages or Literature fit instead under Humanities.)*

## Political Science:

- ✓ OK: Any regular academic Political Science course.
- ✓ NO: experiential courses or work in political science, e.g., student government.

## Psychology:

- ✓ OK: Introduction to Psychology, General Psychology, Developmental (e.g., Child Psychology, Adolescent), Abnormal, Personality, Cognitive, Social, Sport, Forensic, Positive, Learning, Educational, or other sub-field area in Psychology

*(NOTE: Statistics courses count under Math/Science/Technology; "Self-Help" courses do not apply to ES but would transfer in as elective credits.)*

## Sociology:

- ✓ OK: Introduction to Sociology, General Sociology, and most other Sociology courses.

*(NOTE: Statistics courses count under Math/Science/Technology; Self-Help courses or 100 or 200-level courses on marriage or family normally do not apply to ES but would transfer in as elective credits.)*

## Social Science:

- ✓ OK: Introduction to Social Sciences.

**III. Fine Arts:**

- ✓ OK: Any course in Art, Music or Theatre.
- ✓ OK: Creative Writing.

**IV. Humanities:**

## English:

- ✓ OK: Any literature course. Examples include: Courses with phrase "literature" or "literary" in the title (e.g., "Literary Analysis," or "Introduction to Literature"). Also, Poetry, Short Story, Fiction, Novel, Drama, or "Introduction to" any of these. American or British "survey" or "authors." Courses that explore various kinds of "writers" or "writing" (e.g., American, Native American, African American, Minnesota, Midwestern, Women, Twentieth-Century).

*(Note: Creative Writing counts under Fine Arts).*

## Gender studies:



- ✓ OK: Any women or gender studies course that contains a humanities discipline in the title (e.g., History of Women or Gender Philosophy).

## History:

- ✓ OK: Any regular academic History course.

## Humanities course:

- ✓ OK: Any regular academic introductory or survey course in Humanities, e.g., Intro to Humanities, Humanities Survey, Humanities I, Humanities plus an era (e.g., Humanities: Greek and Roman).

## American Indian Studies:

- ✓ OK: Courses in History, Languages, Literature, Religion.

## Languages:

- ✓ OK: Any regular academic foreign language or Native American language course.

*(NOTE: American Sign Language is not accepted as Humanities for UND and transfer courses.)*

## Philosophy:

- ✓ OK: Any regular academic Philosophy course with a Philosophy prefix.

## Religion:

- ✓ OK: Any course from public colleges and universities.
- ✓ OK: Any course from private colleges without religious affiliation.

*(NOTE: Courses from colleges with a religious affiliation must be reviewed by the Philosophy & Religious Studies department for ES applicability.)*

## Art/Music/Theatre:

- ✓ Art/Music/Theatre courses in appreciation, history, or literature will count toward the BOK requirement in Fine Arts. However, students may request to use these courses to count toward the BOK requirement in Humanities instead (cannot count “both ways”). Students or advisors should contact the Registrar’s Office if they want to make such a request.

**V. Math/Science/Technology:**

*Special Note about Laboratory courses: To fulfill the Lab Science portion of the MST requirement, the classes approved below must be at least 4 semester credits (or 3+1) and include a lab (see section on Notes for information on fractional credit, p.13). The lecture and lab must be for the same course, e.g., General Biology 3 credits + General Biology Lab 1 credit.*

## Anthropology:

- ✓ OK: Physical Anthropology, Biological Anthropology or Human Origins.

*(NOTE: Other Anthropology courses may fit under Social Sciences.)*

## Biology:

- ✓ OK: Standard Biology courses, e.g., Introduction to Biology, General Biology, Principles of Biology, Concepts of Biology, Environmental Biology, General Ecology, Microbiology.
- ✓ OK for Lab: General Biology, Concepts of Biology, Human Biology, Anatomy & Physiology, Biochemistry, Microbiology. *(See also Special Note above about Labs)*

## Chemistry:

- ✓ OK: Standard courses in general Chemistry, e.g., Preparatory Chemistry, Introduction to Chemistry, Introduction to General Chemistry, Fundamentals of Chemistry, Aspects of Chemistry, General Chemistry, Principles of Chemistry.
- ✓ OK: standard courses in Organic Chemistry, Inorganic Chemistry, Biochemistry.
- ✓ OK for Lab: General Chemistry, Chemistry for Non-Science Majors. (*See also Special Note about Labs*)

## Geography:

- ✓ OK: Physical Geography, Weather and Climate, Earth Science.
- ✓ OK for Lab: Physical Geography, Earth Science. (*Note: see also Special Note about Labs*)

*(NOTE: Introductory courses, such as "Introduction to Geography," fit under Social Sciences.)*

## Geology:

- ✓ OK: Introduction to Geology, Physical, Historical, Environmental.
- ✓ OK for Lab: Introduction to Geology, Physical, Historical. (*See also Special Note about Labs*)

## Meteorology/Atmospheric Science:

- ✓ OK: Introduction to Meteorology, Introduction to Atmospheric Science.
- ✓ OK for Lab: Introduction to Meteorology. (*See also Special Note about Labs*)

## Nutrition:

- ✓ OK: Introduction to Nutrition.

## Physics:

- ✓ OK: Introduction to Physics, College Physics, Engineering Physics, Astronomy, Physics for Non-Science majors.
- ✓ OK for Lab: All of the above. (*See also Special Note about Labs*)

## Physiology and/or Anatomy:

- ✓ OK: Any standard Anatomy or Physiology or combined Anatomy & Physiology course.
- ✓ OK for Lab: Any of the above. (*See also Special Note about Labs*)

## Mathematics:

- ✓ OK: College Algebra, Trigonometry, Pre-Calculus, Survey of Calculus, Applied Calculus, Calculus.
- ✓ MAYBE: Courses with titles like "Math for Liberal Arts" will be evaluated individually, normally by UND's Department of Math. Check with the Registrar's Office first.

*(NOTE: Courses that are a pre-requisite for College Algebra do not count, nor do Math courses geared specifically for a vocational program.)*

## Computer Science:

- ✓ OK: Introduction to Computers, Introduction to Computer Science.

*(NOTE: Data entry courses, programming language courses, and computer courses with a technical program prefix do not normally apply to ES but would transfer in as elective credits.)*

## Statistics:

- ✓ OK: Any course labeled Statistics under Business, Economics, Mathematics, Statistics, Psychology, Sociology, or similar programs.

*(NOTE: Statistics courses within a technical or vocational program normally do not apply to ES but would transfer in as elective credits.)*

***REMINDER: An official transcript review must be completed before any credit decision can be considered as final. Also remember that this document addresses ES applicability, not transfer equivalence.***

## GUIDELINES FOR ESSENTIAL STUDIES TRANSFER: SPECIAL EMPHASIS REQUIREMENTS

*NOTE: Guidelines included here may be used to address questions about ES credit.  
These guidelines do not address course equivalency.*

### I. Quantitative Reasoning: (“Q”)

#### Mathematics:

- ✓ OK: College Algebra, Trigonometry, Applied Calculus, Survey of Calculus. Finite Math, Calculus, Differential Equations, Statistics.
- ✓ MAYBE: Courses with titles such as “Math for Liberal Arts” will be evaluated individually, normally by UND’s Department of Math. Check with the Registrar’s Office first.

#### Sciences:

- ✓ OK: any regular academic course in general Chemistry.
- ✓ OK: Physics, Atmospheric Sciences (Meteorology).
- ✓ OK: Geography courses in Global Physical Environment or Global Climate
- NO: Organic Chemistry, Inorganic Chemistry, Biochemistry.

#### Statistics:

- ✓ OK: Any course labeled Statistics under Business, Economics, Mathematics, Statistics, Psychology, Sociology, or similar disciplines.

### II. Global Diversity: (“G”)

#### Anthropology:

- ✓ OK: Course in Cultural Anthropology, Archaeology or Pre-History.

#### Foreign Languages

- ✓ OK: Any second language courses

#### Geography:

- ✓ OK: World Regional Geography, Cultural Geography, Human Geography.
- ✓ OK: Regional Geography courses other than North America.

#### History:

- ✓ OK: History of a single country or region outside the United States.
- ✓ OK: History of World Civilization I or II, Western Civilization I or II.

#### Philosophy/Religion:

- ✓ OK: World Religions, Asian Philosophy or Religion Courses, such as Hinduism, Buddhism, and Islam.

#### Other:

- ✓ OK: Courses in an academic discipline about a country or region or culture outside the United States (e.g., World Music, Art of Asia, International Literature, Comparative International Politics, World Food Patterns, Global Health)
- ✓ OK: Courses in Women Studies and Gender Studies

### III. United States Diversity: (“U”)

- ✓ OK: American Indian Studies courses that fit under BOK categories Social Sciences or Humanities.
- ✓ OK: Courses, although housed in various departments, which fulfill a similar diversity requirement at the home school, e.g., Multicultural Education, Diversity in American Society, Race in America.
- ✓ OK: Courses dealing with specific identities and minority groups in the United States, e.g., Black American Writers, Latino Culture, LGBTQ+ Communities.

#### **IV The Diversity of Human Experience: (“D”) – beginning Fall 2020**

- ✓ OK: Courses in an academic discipline about a specific country or region or culture (e.g., World Music, Art of Asia, International Literature, Comparative International Politics, World Food Patterns, Global Health, LGBTQ+ Studies, Women or Gender Studies courses, or any discipline-specific course focused entirely on culture or diversity).
- ✓ OK: Any study abroad credit earned would satisfy this requirement.
- ✓ OK: Any transferred language acquisition course (whether that language is taught at UND or not) would fulfill this requirement.

#### **V Analyzing Worldview (“W”) – beginning Fall 2020**

- ✓ OK: Courses in an academic discipline at the 200 level or above that contains *Multi- or Inter-cultural* in the title or are deemed equivalent to the courses on the Analyzing Worldview list would fulfill this requirement.

#### **VI. Advanced Communication: (“A”)**

- ✓ OK: Advanced Composition (i.e., college composition courses beyond Composition II.).

### **CAPSTONE REQUIREMENTS**

#### **I Capstone Courses for Essential Studies (“C”)**

- ✓ OK: Courses equivalent to any approved ES Capstone course at UND

*(Note on “C” courses: Most students will find that their departments have developed “C” courses in their majors. Students in majors that do not have a “C” course should be advised to take a “C” course that is open to all students.)*

## Notes

### Applying to special transfer issues not addressed in the previous sections.

1. North Dakota University System (NDUS) and Essential Studies transfer.
  - GERTA (NDUS policy: General Education Requirements Transfer Agreement). All GERTA courses will apply to Breadth of Knowledge ES requirements according to the UND Gold Page.
  - Common course numbers. All NDUS courses that have CCNs with UND courses will fulfill both Breadth of Knowledge (BoK) and Special Emphasis (SE) requirements in the same ways that UND courses do.
  - Oral Communication. Courses in GERTA under ND: COMM will fulfill the Comm 110 requirement, as will similar Public Speaking courses.
  
2. Other Articulation Agreements. All courses from schools with which we have articulation agreements will fulfill the BoK and SE requirements according to the existing agreement. If an articulation agreement has not yet been updated, the student should contact the Office of the Registrar.
  
3. Transfer Credit By Examination or Test.
  - Credits earned through AP, CLEP, IB, and DSST will fulfill breadth of knowledge requirements. They will NOT fulfill any special emphasis requirements. This will apply to all students, whether from North Dakota or elsewhere.
  - In accordance with UND policy and practice, credits earned through UND Challenge Exams and Language Placement and Credit Exams will fulfill breadth of knowledge requirements only. They will NOT fulfill any special emphasis requirements.
  - Lateral language credits earned will satisfy both breadth of knowledge and special emphasis requirements.
  - Placement Exams taken for placement only (not for credit) do NOT fulfill any breadth of knowledge or special emphasis requirements.
  
4. ACT Scores and Essential Studies Transfer
  - English ACT of 27 or above will waive the English 110 requirement for Essential Studies or the old GER. *Note: the effect of this waiver is that the student needs to complete 6 of the 9 credits in the BoK Communication category (e.g., English 130 + Communication 110). However, the student is still required to complete at least 120 credits for graduation.*
  - Math ACT does not waive an Essential Studies requirement. It only counts as a pre-requisite for the next level.
  
5. Study Abroad Credit. If possible, students planning to study abroad should get prior approval of their planned work and how it will transfer. Arrangements are best made in advance if a student wants to earn ES credit for an international learning experience. Contact the International Programs Office for more information. For major requirements, see the faculty advisor in the department or college. The Study Abroad paperwork can be obtained from the International Programs Office.

*NOTE: UND does not grant credit for study abroad based solely on the experience of living in a foreign country. We require that, for ES credit, the experience must be a) a learning experience, b) guided or directed by a qualified instructor, c) designed so the student reflects seriously on the*

*learning they have gained from the experience, and d) the student's experience and reflection is assessed by the instructor.*

6. **Fractional Transfer Credit.** The following guidelines show how ES credit is judged when a student inquires about transferring coursework that carries fewer credits than the UND equivalent. This most often occurs when transfer is from institutions with a quarter system.

#### **Lab Sciences**

- ✓ OK: Two quarters (2 2/3 + 2 2/3) of lab sciences--either same or different sciences.
- ✓ OK: A 3 1/3 credit lab science (5 quarter hours). Note: 9 credits Lab Sciences total still needed.
- ✓ OK: A 3-credit lab science course. Note: 9 credits total still needed.
- ✓ NO: A 2 2/3 credit (4 quarter hours) lab science.

#### **Speech**

- ✓ OK: A 2 2/3 credit (4 quarter hours) speech course.
- ✓ OK: 2-credit speech course.

*Note: at least 8 credits total of English Composition plus Speech are still needed as minimum under Communication.*

#### **English Composition**

- ✓ OK: for these combinations of fractional credits for Comp I & Comp II: 3 + 2 2/3. Or, 2 2/3 + 2 2/3. Or, 3 + 2.
- NO: 2 + 2.

*Note: as for Speech above, at least 8 credits total of English Composition plus Speech are still needed as minimum under Communication.*

#### **Fine Arts**

- ✓ OK: A 2 2/3 credit fine arts course.
- ✓ OK: A 2-credit fine arts course.
- ✓ OK: Three 1-credit fine arts courses. Maximum of 3 both for transfer and UND.
- ✓ OK: Two 1-credit fine arts courses--both for transfer and UND.

#### **Special Emphasis Requirements: "A," "Q," "U" and "G" or "D and "W"**

- ✓ OK: 2 2/3 credits but still requiring 9 credits total in each: A&H, SS, and Math/Science/Tech
- NO: 2 credits or fewer. The ES Committee will consider petitions for 2.0 credits if the coursework can be shown that it met the UND criteria for Special Emphasis learning outcomes and learning experiences.

7. **Dean's Waivers:** Under Essential Studies, academic deans may approve a reduction of up to 1 credit in *one* of the following Breadth of Knowledge categories: Communication, Arts & Humanities, or Social Sciences. However, deans may not approve a reduction in the 9 credits of Math/Science/Technology. Dean's waivers also do not apply to Special Emphasis or Capstone requirements.

### How GU.E.S.T. Was Developed and Approved.

The initial version of the guidelines was developed by an ad hoc Essential Studies transfer group in Fall 2010. This version is also a revision of the first ES transfer guidelines (2009), which were developed as part of UND's implementation of Essential Studies, and which replaced the former transfer document for the old program (Guidelines on Transfer for the General Education Requirements, 1993).

Each version of GUEST is approved by the Essential Studies Committee (ESC). Future versions will be reviewed and revised every other year. The ESC will be responsible for the biennial review and revision.

#### Members of the 2010 Ad hoc ES Transfer Group:

Suzanne Anderson, Registrar  
Lisa Burger, Director, Student Success Center  
Mary Coleman, Past Chair, Essential Studies Committee  
Christina Fargo, Assistant Registrar  
Sherrie Fleshman, Chair, Essential Studies Committee  
Adam Kitzes, Essential Studies Committee  
Steve Light, Associate Provost for Undergraduate Education  
Jennifer Manzke, Manager of Non-Articulated Transfer/Registrar's Office  
Tom Rand, Associate Dean, Arts & Sciences  
Lori Robison, Essential Studies Committee  
Tom Steen, Director of Essential Studies

The Guidelines were revised in 2015, and they were approved by the ES Committee on May 12, 2015.

#### Members of the 2015 GUEST Team:

Lisa Burger, Student Affairs/Student Success Center  
Marlys Escobar Nursing & Professional Disciplines  
Christina Fargo, Assistant Registrar  
Brett Goodwin, Biology  
Adam Kitzes, English  
Tom Rand, Arts & Sciences  
Lori Robison, English  
Tom Steen (editor), Essential Studies

The Guidelines were revised in 2018-19, and they were approved by the ES Committee

#### Members of the 2018 GUEST Team:

Valerie Bauer, CNPD  
Bailey Bubach, CEM  
Michael Dodge, JDO  
Joan Enlow, Registrar's Office  
Christina Fargo, Registrar's Office  
Ken Flanagan, EHD  
Melissa Gjellstad, CAS  
Kayla Hotvedt, CAS  
Mark Jendrysik, CoBPA  
Brad Reissig, CAS  
Brooke Solberg, SMHS



Clement Tang, CEM  
Ryan Zerr, Essential Studies

The Guidelines were revised in 2019 and approved by the ES Committee

Members of the 2019 GUEST Team:

Michael Dodge, CEM  
Joan Enlow, Registrar's Office  
Christina Fargo, Registrar's Office  
Brooke Solberg, SMHS  
Karyn Plumm, Essential Studies

The Guidelines were revised in 2021 and approved by the ES Committee

Members of the 2021 GUEST Team:

Brooke Solberg, SMHS  
Donovan Widmer, CAS  
Joan Enlow, Registrar's Office  
Christina Fargo, Registrar's Office  
Karyn Plumm, Essential Studies

# Nominees for Election to University Senate Committees, September 01, 2022

## University Senate Vice-Chair nominees (elect 1):

### **Senator Nicholas (Nick) Wilson**

Nick Wilson is an Associate Professor of Aviation at the University of North Dakota (UND) and has served as a faculty member at UND since 2014. Nick holds a BBA in Aviation Management (2006), a BA in French (2006) from UND and received his MBA from Bethel University in St. Paul, MN in 2012. Nick completed his PhD in Educational Foundations and Research in May 2021.

In industry, Nick worked for Northwest Airlines as a Manager of Customer Service, Airport Operations as well as Northwest/Delta Air Lines as a Sr. Flight Training Procedures Instructor on the Airbus A320, where he supported significant transition of A320 flight training operations training during the merger between those two companies. He also applied his MBA and aircraft systems knowledge while working for UTC Aerospace Systems (now Collins Aerospace) in business development on subsystems for Airbus and Boeing commercial aircraft, including certain high program value, long-horizon projects. Nick also worked at Endeavor Air in flight operations training prior to returning to UND in 2014.

Nick holds a patent with another colleague at UND's CEM and has multiple publications and/or interdisciplinary research initiatives on the topics of pilot fatigue risk mitigation, pilot cognitive workload, improving pilot situational awareness using novel technologies, curriculum design, and student motivation and performance. Recently, Nick has supported Aviation Department efforts to make progress within sustainable aviation. Nick is also member of the graduate faculty teaching a course Aerospace Supply Chain and advising several graduate students. Nick is an active pilot and aviation instructor.

When not in the classroom or working with interdisciplinary research teams, Nick enjoys camping, canoeing and other outdoor activities with his family. You may see him on the soccer and baseball fields as he coaches and supports his boys in their endeavors.

### **Senator Sarah Robinson**

I was working as a speech-language pathologist in the public schools when I was recruited to teach an undergraduate course at the University of North Dakota. That one class was the push I needed to begin my PhD. I joined the faculty at UND in 2011. Over the past 11 years, I have taught ten different courses in our department, served as the clinic director and supervised numerous student clinicians in our on-campus clinic. As a clinical associate professor, my publications and presentations result from the clinical work I do with students and clients in our clinic. Through my work with the North Dakota Department of Public Instruction (DPI), I have been awarded student-training grants and recently have developed the only Dyslexia certificate program in the state that is approved by DPI.

I have served on various national, state, community, university and departmental committees. I am currently serving as a member of the SLP taskforce (DPI), Cleft Palate Clinic team (ND Dept of Public Health), strategic planning committee (College of Arts and Sciences), and numerous departmental committees.

I am honored to have been nominated for the Vice Chair/Chair elect of the UND senate. I have appreciated the efficient leadership of past chairs. I respect the transparent, open communication climate of the senate and if elected will strive to emulate past leadership.

## **Senate Executive Committee Faculty nominees (elect 1):**

### **Senator Nicole Derenne**

Nicole Derenne serves as Teaching Assistant Professor in the UND Department of Art and Design. She joined the faculty as a part-time lecturer in 2003 and became a full-time instructor in 2016. She teaches undergraduate and graduate courses in art history, visual arts, and fine arts. Her upper-level courses include feminist art, modern and postmodern art, art of the 18<sup>th</sup> & 19<sup>th</sup> centuries, art of the Renaissance, and art of Africa, the Pacific Islands, and the Americas. Lower-level courses include Introduction to the Visual Arts, Introduction to the Fine Arts, and art history survey courses. Derenne teaches her courses using synchronous, asynchronous, hybrid, and hybrid instructional methods. She also incorporates professional practice skills in her classes. For example, in 2022, Derenne led students in her feminist art history course in the curation of an exhibition of work by the Guerrilla Girls. She also serves as faculty mentor to Art & Design students enrolled in A&S 499. Derenne serves on departmental committees, and, in the 2022-2023 academic year, she will serve on the Essential Studies Committee, the Senate Budget Committee, and the Scholarship Committee. She will also serve on the College of Arts and Sciences Strategic Planning Committee. In spring 2022, Derenne led the development of a strategic plan for the Department of Art and Design.

Derenne earned a Master of Arts in Art History in 2003 from the University of Wisconsin-Milwaukee, a Certificate of Public Administration from UND in 2018, and a Master of Public Administration from UND in 2021. She is currently enrolled in the Doctor of Education in Educational Practice and Leadership program at UND. Derenne finds her experiences as a student at UND invaluable to her development as a teacher and mentor to students. Derenne has also been active in the local community. She served as director of local arts organizations, and as a leader on local nonprofit boards of directors. She currently serves as President of the Grand Forks Public Library Foundation board, and she recently ended her term as Vice-President of the ArtWise board. Derenne also serves as Commissioner on the City of Grand Forks Historic Preservation Commission. Derenne looks forward to the opportunity to serve on the University Senate Executive Committee.

### **Senator Alena Kubatova**

I am a Professor of Chemistry at UND. After receiving a Ph.D. in Analytical Chemistry from Charles University, Prague, Czechia, I pursued atmospheric research as a postdoc at the University of Antwerp in Belgium. I joined UND in 2000, first in EERC, then in the 2005 Chemistry Department, and was promoted to associate professor in 2010 and full professor in 2015. In 2018, I was honored with the Chester Fritz Distinguished Professor award.

My research focuses on the chemical characterization of complex matrices in environmental and green chemistry applications. This work includes studies targeting atmospheric particles and research in biorenewable materials, particularly lignin. I have pursued those studies through a number of grants funded by various agencies and companies, including the NSF CAREER grant. My involvement is reflected in various roles, such as co-directing the SUNRISE initiative (2012-15) and being a research lead NSF EPSCoR, Collaborative Research: Dakota Bioprocessing Consortium – DakotaBioCon (2013-16). I have an ongoing interest in promoting students' motivation and success. Since 2011 I have led the Arts & Sciences faculty team receiving two NSF-S-STEM US MASTER awards bringing scholarships to undergraduate students aiming to recruit and retain students in sciences through a range of high-impact activities. My motivation in experiential learning is reflected in REU (research experience for undergraduate students) and IRES (international research experiences for students) NSF awards

providing funded research experiences (2016-18) at UND and research institutions in the Czech Republic (2019-23). I have served on various committees learning and providing insights on UND education, research and services; these committees include the Essential studies committee, A&S curriculum committee, and University Budget Committee. Currently, I serve as Chemistry Chair and on Arts and Sciences executive committee.

In my work at UND, I envision collaboration aiming for ongoing improvement in a transparent manner as key to success, and I intend to pursue any work with this in mind.

### **Senate Executive Committee Student Rep nominees (elect 1):**

Faith Wall

### **Senate Executive Committee Staff Rep nominees (elect 1):**

Paula Cox

### **Committee on Committees nominees (elect 2):**

- Richard Wise (Arts & Sciences)
- Yun Ji (Engineering & Mines)
- Nick Wilson (Aerospace) [unless elected Vice-chair]
- Ryan Zerr (Arts & Sciences)