

**University of North Dakota**  
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**TO:** Members of the Senate  
**FROM:** Scott Correll, Secretary of the Senate  
**SUBJECT:** Senate Meeting on September 7, 2017  
**DATE:** August 31, 2017

The September meeting of the University Senate will be held on Thursday, September 7, 2017 at 3:30 p.m. in Room 113, Education.

**CALL TO ORDER (Outgoing Chair Harsell)**

AGENDA

**SENATE CALENDAR:**

- 1) Announcements/Chair Opening Remarks:
  - a. Overview of University Senate Rules & Procedures (Chair Vogeltanz-Holm)
- 2) Establish Quorum (Secretary Correll)
- 3) Review and approval of May 5, 2017 minutes located at: <http://und.edu/university-senate/agendas-and-minutes.cfm> (All)
- 4) Senate Executive Committee Report (Chair Vogeltanz-Holm)
  - a. SEC action items, May to August SEC meetings
  - b. Informational updates: Promotion, Tenure, & Evaluation Committee document\*;  
Faculty Handbook Committee document
  - c. Summary of 8-29-2017 University Council meeting  
\* <http://und.edu/provost/initiatives/pte-facultyhandbook-draft-feedback-aug2017.cfm>
- 5) Question period

**CONSENT CALENDAR:**

- 6) Annual report of the Senate University Curriculum Committee, Sima Noghianian, Past Chair, Senate University Curriculum Committee (attachment #1)
- 7) Annual report of the Senate Committee on Committees, Ric Ferraro, Past Chair, Senate Committee on Committees (attachment #2)

**BUSINESS CALENDAR:**

- 8) Senate Election of Officers (attachment #3):  
Election of a Senate Vice Chair/Chair Elect
- 9) Election of a faculty representative to a two-year term on the Senate Executive Committee
- 10) Election of two Senate faculty members to a two-year term each on the Committee on Committees
- 11) Election of a staff representative to the Senate Executive Committee
- 12) Election of a student representative to the Senate Executive Committee
- 13) Proposed changes to the Senate Curriculum Committee, Jeffrey VanLooy, Chair, Senate Curriculum Committee (attachment #4)

## University Curriculum Committee Annual Report 2016-2017

TO: Dana Harsell, University Senate Chair  
 FROM: Sima Noghianian, University Curriculum Committee Chair  
 Date: May 25, 2017

### Membership of the University Curriculum Committee:

Voting Members	College	Term Ends
Sima Noghianian	(CEM)	2017
Matthew Notbohm	(BPA)	2017
Jeffrey VanLooy	(JDO)	2018
Ryan Zerr	(A&S; Math/Science, ES)	2018
Don Poochigian	(A&S; Hum/Fine Arts)	2018
Desiree Tande	(CNPD)	2019
Katherine Terras	(EHD)	2019
Zachary Lunak	(SMHS)	2019
Steven Light	VPAA Office	

### Student Members:

Eric Gefroh, Michael Kelsch, Muneeb Hyder  
 (two student representatives attended fall meetings, none attended spring meetings)

### Ex-Officio

Scott Correll, Registrar/Christina Fargo, Assistant Registrar  
 Randy Pederson, Chester Fritz Library

### Support Staff:

Christina Fargo, Office of the Registrar  
 Katrina Kriewall, VPAA Office

UCC Committee Meetings were held the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of each month 3:00 pm – 4:30 pm from August 2016 to April 2017 for a total of 15 times. The meeting dates are listed:

#### **Fall 2016**

*September 1st*

*September 8th & 22nd*

*October 13th & 27th*

*November 10th*

*December 8th*

#### **Spring 2017**

*January 19<sup>th</sup> & 26th*

*February 9th & 23rd*

*March 9th & 23rd*

*April 13th & 27<sup>th</sup>*

## University Curriculum Committee Annual Report 2016-2017

### Summary of Activities of the Committee:

1. Address general curriculum issues of interest to the university
  - Addressed the issue of overlapping courses, and program suspensions. Considering the budget cuts and new budget models it was discussed how these might affect the decisions on not admitting students in the program that is not suspended yet.
  
2. Establish guidelines and procedures for course/program changes including new courses and programs
  - Efforts were made to improve communication and enhance the understanding of the review process of course/program changes at the college level. This was a collaborative effort between the VPAA office, Registrar's office and USCC.
    - Visited college curriculum committees including the followings:
      - College of Arts and Sciences
      - College of Engineering and Mines
      - College of Business and Public Administrations
      - School of Law
    - Held Course leaf 101 sessions at the library. 6 sessions were held during October and November 2016.
  - Revisions were made to the UCC website and the CourseLeaf site to be more informative and user friendly. This effort was led by VPAA office and effort of Katrina Kriewall and Christina Fargo.
  
3. Considered and approved requests for course/program changes and proposals for new courses/programs and forward recommendations to the Senate. UCC reviewed and acted upon the following undergraduate, graduate, and program proposals:

Program Terminations	6
Program Suspensions	3
Program Reactivation	1
New Academic Programs	5
Prefix Change	1
MISC Request	2
Department Title Changes	3
Degree Title Change	1
New Courses	135
Course Changes	265
Course Deletions	53
Program Changes	93
<b>Total</b>	<b>568</b>

4. Ensure a University-wide curricular perspective.
  - UCC members reviewed all course/program requests with an eye for campus duplication, appropriate pedagogy and appropriate budgetary support from the college.
5. Elected Jeffrey VanLooy (JDO) as UCC Chair for 2017-2018.
6. Recommendations for next academic year:
  - Continued efforts to communicate with and help educate faculty, chairs, and program directors on the curriculum approval process and the responsibilities of the department and college in the process.
  - Continued and enhanced communication and coordination with the VPAA Office and Registrar's Office to streamline process, provide timely and informed solutions to curricular issues.
  - Clarification and ongoing consideration of roles and responsibilities of UCC members in facilitating outreach, communication, and coordination with faculty, chairs, program directors, and college committees.
  - Create broadened opportunities for meaningful discussion of university-wide curricular issues and best practices regarding such issues as course credit for Undergraduate Teaching Assistants and tutoring/peer mentoring.
  - Collaboration with other committees and units to develop and codify understanding of appropriate role for UCC in facilitating successful implementation of MIRA.
  - It was recommended to prepare a document for new UCC members to help them learn the process of reviewing the items faster.

August 28, 2017

Committee on Committees (CoC) Annual Report

Chair: Ric Ferraro

Members: Van Doze, Daba Gedafa, Dana Harsell, Robert Woods

The Committee met infrequently during 2016-17, with many Committee discussions occurring via email. The Committee did, however, address and complete many of the functions and responsibilities, as outlined on the Committee on Committees website. These include:

1. Addressing issues regarding committees
2. Studying committee structure(s)
3. Nominating personnel for Senate committees
4. Filling vacancies occurring on Senate committees
5. Recommending faculty nominees for appointment to all University committees with faculty membership

One area the Committee did not address related to maintaining/keeping current the Committee on Committee website.

Respectively submitted,

F. R. Ferraro, Chair  
Senate Committee on Committees

**2017-2018 UNIVERSITY SENATE  
NOMINEES FOR SENATE OFFICERS**

*Nominations will also be accepted from the floor.*

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**Vice Chair/Chair Elect of Senate (2017-2019)**

Eric Murphy – Associate Professor of Biomedical Sciences

Paul Todhunter – Professor of Geography

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**One Faculty Member to Senate Executive Committee (2017-2019)**

Mark Jendrysik – Professor of Political Science & Public Administration

Kathy Smart – Associate Professor of Teaching & Learning

Julia Zhao – Professor of Chemistry

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**Two Representatives on Committee on Committees (2017-2019)**

Cheryl Halcrow – Associate Professor of Mathematics

Dana Harsell – Associate Professor of Political Science & Public Administration

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**Staff Representative on Senate Executive Committee (2017-2018)**

Amber Flynn – President, Staff Senate

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**Student Representative on Senate Executive Committee (2017-2018)**

Cole Bachmeier – Student Body President

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The USenate Committee on Committees Presents:  
Nominees for USenate Vice-Chair

***Senator Eric J. Murphy***

Faculty member at UND since 4 August 2000. Associate Professor, with tenure, in the Department of Biomedical Sciences, School of Medicine and Health Sciences. Hirsch Number: 38 (36 without self-citations)

Background

I have been an active University Senator since my election to the University Senate in 2001, having served continuously as permitted and generally serve as a Senator-at-Large. In addition, I am serving my second three year term on Council of College Faculties (CCF) and last year served as the President of CCF. I have served as the faculty member on the State Board of Higher Education for two years. My committee service has been varied, but I am generally a highly engaged member of committees.

Goals as Future Chair of University Senate

I think there are two very important goals that I would work to accomplish. First, engage a multi-facet approach to work on improving faculty morale. Second, continue to improve the role of faculty in shared governance at UND and to engage faculty and administration in a more meaningful implementation of shared governance. Overall, both of these goals are intertwined, but not co-dependent.

Leadership

I have led a society journal for the last 11 years as Editor-in-Chief and have negotiated and implemented moving to two different publishers during that time as previously the journal was self-published. I have served on the SBHE for two years and as President of CCF for one year. This service was during a particularly difficult time in the NDUS and required navigating some difficult issues. As a faculty member engaged in business, I also bring a business perspective to my leadership, working towards a goal in a manner that provides the best position for all involved.

***Senator Paul Todhunter***

I am Professor of Geography in the College of Arts & Sciences, beginning my 29<sup>th</sup> year at UND and my 33<sup>rd</sup> year in academia. I teach lower-division courses (Global Physical Environment, Introduction to Global Climate), upper-division courses (Climatology, Water Resources, Environmental Hazards, Human Impact on the Environment), and graduate courses (Geographic Research and Writing) in our department. My research has spanned a wide range of interests over my career. My early work focused on microclimatology, with applications to urban climatology and bioclimatology. At UND, my research transitioned to regional topics, including wind erosion, soil-thermal regime of seasonally frozen soils, and flood hydroclimatology of the Northern Great Plains (prairie potholes, Red River of the North, Devils Lake Basin).

I am currently Chair of the Great Plains/Rocky Mountain Division of the American Association of Geographers. My service at UND includes three terms as Social Science Representative to the Graduate School Committee (three terms as Chair), two terms on the College of Arts and Sciences Tenure, Reappointment and Promotion Committee, and three terms on the Intercollegiate Athletics Committee. I am a strong proponent of study abroad and internationalization of the curriculum, and have taught on two occasions at the American College of Norway in Moss, Norway.

I grew up in rather humble means in Southern California, and I obtained enormous personal benefit from public higher education (all my degrees are from UCLA). Access to quality, accessible, affordable public higher education remains the surest path to personal growth, and upward mobility in our nation. Higher education has undergone tremendous change over the past 30 years, and will continue to do so in the future. UND faculty have thousands of career-years invested in this university, and hundreds of thousands of student contact hours upon which to draw perspective to inform these changes. I would like to bring a strong, clear, positive voice to the administration on these experiences and concerns as we navigate UND's future.

The USenate Committee on Committees Presents:  
Nominees for USenate Senate Executive Committee

***Senator Mark Stephen Jendrysik***

Senator Jendrysik is a Professor in the Department of Political Science and Public Administration. He has been a faculty member at the University of North Dakota since 1999. He received his M.A. and Ph.D. from the University of North Carolina at Chapel Hill. His B.A. is from Providence College.

His published and presented papers have focused on early modern political thought, public opinion methodology, ethnic politics in the United States, utopian political theory, and contemporary American political thought. He is the author of *Explaining the English Revolution: Hobbes and His Contemporaries* (Lexington, 2002) and *Modern Jeremiahs: Contemporary Visions of American Decline* (Rowman and Littlefield, 2008). His recent publications include, "Fundamental Oppositions: Utopia and the Individual," in *The Individual and Utopia: A Multidisciplinary Study of Humanity and Perfection*, Clint Jones and Cameron Ellis, eds., Ashgate, 2015 (27-44) and "Long Habits and Legitimacy," in *Picking the President: Understanding the Electoral College*, Eric Burin, editor, The Digital Press at the University of North Dakota, 2017 (49-51).

Senator Jendrysik is committed to the high ideals of universal, public education. He believes, as did Mark Twain, that "public education IS democracy."

He serves on the University Senate, as a UND representative to the Council of College Faculties and is a member of the Selective Service System board for Grand Forks County, among other service. He is a member of a number of professional societies including the American Political Science Association, the Popular Culture Association and the Society for Utopian Studies.

***Senator Kathy Smart***

Senator Smart is an Associate Professor in the Department of Teaching and Learning, specializing in Secondary Education. She has served on numerous statewide and UND committees dedicated to improving teacher education and student learning. She is a member of UND's multidisciplinary STEM Initiative Work Group. Her experience and interest in faculty and shared governance at UND is extensive including serving as the Vice-Chair, Chair, and Past-Chair of USenate from 2009-2012.

***Senator Julia Zhao***

Senator Zhao is Professor of Chemistry in the College of Arts and Sciences. She joined UND in 2004 and has been an active researcher and teaches numerous undergraduate and graduate courses. She has authored more than 80 publications and holds five issued patents. She has been a Principal Investigator for a number of research grants from the U.S. National Science Foundation, Department of Defense, Environmental Protection Agency, and the State of North Dakota. She is currently conducting two major research projects focusing on the development of various new nanomaterials and applications of these nanomaterials in biological studies. Her research team includes four Ph.D. students and one postdoctoral fellow.

Senator Zhao has provided service to various statewide committees including the North Dakota State Board of Higher Education's University System Task Force and President of the North Dakota Academy of Sciences. Her service at UND includes the University Strategic Plan Writing Committee and the Graduate School Committee. Senator Zhao is interested in serving on the Senate Executive Committee to bring new insight on improving UND's research mission and graduate student education.



SENATE CURRICULUM COMMITTEE

**Purpose:** To aid, advise, and recommend approval to colleges and departments on curriculum issues including addition or elimination of courses or programs, and to ensure coherent interdepartmental curriculum changes.

**Membership:** **Faculty** (seven--one from each college offering undergraduate degree curricula and two from Arts and Sciences: one from Math, Science, and Social Sciences; and one from Fine Arts and Humanities, for a total of eight) who shall be a sitting or ex-officio member of their college/school curriculum committee.  
**Students** (three of junior or higher standing, each from a different college)  
**Vice President for Academic Affairs** or a designee (one, voting)  
**Registrar** or a designee (one, non-voting)  
Director of Essential Studies (one, voting)  
Dean of Libraries & Information Resources or a designee (one, non-voting)  
Support Staff (one, non-voting)

**Terms:** Faculty - three years  
 Students - one year  
 Vice President for Academic Affairs or a designee – concurrent with office  
 Registrar or a designee - concurrent with office  
Director of Essential Studies – concurrent with office  
Dean of Libraries & Information Resources or a designee – concurrent with office  
 Support Staff – concurrent with office

**Selection:** Faculty - about one-third are elected every year by the University Senate in April to assume responsibilities in May.  
 Students - selected by the Student Senate in April to assume responsibilities in May.  
 Vice President for Academic Affairs or a designee  
 Registrar or a designee  
 Director of Essential Studies  
 Dean of Libraries & Information Resources or a designee  
 Support Staff – appointed by the Registrar’s Office

**Function and Responsibilities:** Acting of its own volition, upon the request of the Senate and/or others, the Committee shall assume the following responsibilities:

1. Ensures that proposed changes maintain academic integrity and adhere to sound educational practices.
2. Address general curriculum issues of interest to the university.
3. Establish guidelines and procedures for course/program changes including new courses and programs.
4. Consider and approve requests for course/program changes and proposals for new courses/programs and forward recommendations to the Senate.
5. Ensure a University-wide curricular perspective promoting the development of interdisciplinary courses and programs.
6. Collaborate to ensure curricular changes align with university priorities and sound resource allocation decisions.

**Report to Senate:** Prepare an annual report which addresses each function and responsibility and submit it to the Senate secretary two weeks before the April Senate meeting

**Source of Information:** University Senate Minutes - May 3, 1962, November 15, 1962  
 University Senate Minutes - November 3, 1966  
 University Senate Minutes - January 11, 1968, February 8, 1968  
 University Senate Minutes - October 5, 1972  
 University Senate Minutes - March 5, 1981  
 University Senate Minutes - March 4, 1999

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University Senate Minutes - October 6, 1988  
University Senate Minutes - March 2, 1989  
University Senate Minutes - May 2, 1996, May 18, 1996  
University Senate Minutes - March 4, 1999  
University Senate Minutes – November 7, 2013  
University Senate Minutes – April 2, 2015

[Revisions Approved by University Senate Curriculum Committee – April 28, 2016](#)

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