

TO: Members of the Senate
FROM: Secretary of the Senate
SUBJECT: *USenate Meeting on April 5, 2018*
DATE: March 29, 2018

The April meeting of the University Senate will be held on **Thursday, April 5, 2018 at 3:30 p.m. in Room 113, Education.**
Chair Nancy Vogeltanz-Holm, presiding.

CALL TO ORDER

AGENDA

USENATE CALENDAR:

- 1) Announcements/Updates
 - a. Council of College Faculties; Staff Senate; Student Government Updates
 - b. University Council meeting scheduled for May 2
 - c. Final approvals received for revised PTE guidelines and Section 2 of Faculty Handbook
 - d. Administrator Evaluation process update
 - e. USenate Committee Election Results (ATTACH #1)
- 2) Establish Quorum
- 3) Review/Approval 3-01-2018 Minutes: <http://und.edu/university-senate/agendas-and-minutes.cfm>
- 4) USenate Executive Committee Meeting 3-22-18, Actions
 - a. SEC will work on new draft of Section 3, Faculty Handbook
 - b. Approved sending Senate Budget Committee recommendations on Faculty Travel funding to VPAA for distribution to Deans (Senate Budget Minutes, ATTACH #2)
- 5) Presentation by Senator J. Holm, *Advancing UND Online*
More at: <http://blogs.und.edu/und-today/2018/03/perfect-partners-for-online-growth/>
- 6) Question period

CONSENT CALENDAR:

- 7) Online and Distance Educ Committee Annual Report (ATTACH #3)
- 8) Intellectual Property Committee Annual Report (ATTACH #4)

BUSINESS CALENDAR:

- 9) Curriculum Committee, Request for Approvals (File to Follow)
- 10) Essential Studies Committee, Request for Approvals (ATTACH #5)
- 11) Essential Studies Committee, Revisions to Charge (ATTACH #6)

Members Elected for Senate Committees
Committee on Committees - March 2018
Information Only

COMMITTEE	CONTINUING MEMBERS	TERM EXPIRES (FALL)	NOMINEES	TERM EXPIRES	VOTE
1. Academic Policies & Admissions Committee			Elect 1 until 2021		
	J. Casler (JDO)	2019	Dustin McNally (CEM)	2021	
	R. Mabey (MED)	2019	Kathryn Rand (LAW)	2021	X
	S. Laguette (JDO)	2020	Kanishka Marasinghe (A&S)	2021	
	T. Prescott (A&S)	2020		2021	
				2021	
2. Administrative Procedures			Elect 2 until 2020		
	J. Jedlicka (MED)	2019	Andrew Quinn (NUR)	2020	
	A. Walker (EHD)	2019	Ali Alshami (CEM)	2020	
	S. Takahashi (A&S)	2019	Brett Venhuizen (JDO)	2020	X
			Doug Munki (A&S)	2020	X
3. Budget			Elect 3 until 2022 (2 A&S, 1 MED)		
	D. Perkins (CEM)	2020	Alena Kubatova (A&S)	2022	X
	K. Smart (EHD)	2020	David Lawrence (A&S)	2022	
	T. Jorgenson (JDO)	2021	Tom Petros (A&S)	2022	X
	K. Flanagan (NUR)	2021	Min Wu (MED)	2022	
	B. Myers (LAW)	2021	Linda Ray (MED)	2022	
	D. Helleloid (BPA)	2021	John Shabb (MED)	2022	X
4. Compensation			Elect 1 until 2021 (non-tenured)		
	need to replace M. Sage (TT)	2019	Shawnda Schroeder (NT) (MED)	2021	
	R. Wise (A&S) (T)	2019	Dustin McNally (NT) (CEM)	2021	
	S. Short (EHD) (T)	2020	Terry Hagen (NT) (BPA)	2021	X
	P. Drechsel (JDO) (T)	2020		2021	
	N. Kaabouch (CEM) (T)	2020		2021	
				2021	
				2021	
5. Conflict of Interest/Scientific Misconduct			Elect 3 until 2021 (1 LIB, 1 BPA, 1 NUR)		
	L. Martin (JDO)	2019	Rosemary Flynn (LIB/EERC)	2021	X
	D. Maury (A&S-humanities)	2019	Brian Urlacher (BPA)	2021	X
	M. Weaver-Hightower (EHD)	2019	Need Nursing Member	2021	
	I. Mamaghani (CEM)	2019		2021	
	K. Becker (MED)	2020		2021	
	E. Johnson (LAW)	2020		2021	
	M. Hoffmann (A&S-science/soc.scien)	2020		2021	

COMMITTEE	CONTINUING MEMBERS	TERM EXPIRES FALL OF	NOMINEES	TERM EXPIRES	VOTE
6. Curriculum					
Elect 2 until 2021 (1 JDO, 1 A&S-humanities)					
	K. Terras (EHD)	2019	Daniel Kwasi Adjekum (JDO)	2021	X
	Y. Hsieh (NUR)	2019	Craig Carlson (JDO)	2021	
	Z. Lunak (MED)	2019	David Lawrence (A&S)	2021	
	M. Zahui (CEM)	2020	Eric Ross (A&S-humanities)	2021	X
	M. Notbohm (BPA)	2020		2021	
	G. Vandenberg (A&S-science/soc scienc	2020		2021	
				2021	
7. Essential Studies					
Elect 4 until 2021 (1 BPA, 1 NUR 1 A&S-humanities, 1 Any)					
	B. Solberg (MED)	2019	Mark Jendrysik (BPA)	2021	X
	A. Kubatova (A&S-sciences)	2019	Terry Hagen (BPA)	2021	
	C. Tang (CEM)	2019	Amir Alakaam (NUR)	2021	X
	B. Reissig (A&S-fine arts)	2019	Hans Broedel (A&S-humanities)	2021	X
	S. LeMire (EHD)	2020	Jim Mochoruk (A&S-humanities)	2021	X
	W. Hume (A&S-soc. science)	2020		2021	
	H. Terrell (A&S-soc. science)	2020		2021	
	M. Dodge (JDO)	2020		2021	
8. Faculty Handbook					
Elect 1 until 2021 (Tenure-Track)					
	J. Carmichael (A&S) (T)	2019	Wendelin Hume (TT) (A&S)	2021	
	M. Dusenbury (JDO) (NT)	2019	Sima Noghianian (TT) (CEM)	2021	
	R. Weaver-Hightower (A&S) (T)	2020	Kathryn Rand (TT) (LAW)	2021	X
			Deb Worley (TT) (EHD)	2021	
9. Faculty Instructional Development					
Elect 2 until 2021					
	S. Moser (A&S)	2019	Daba Gedafa (SEM)	2021	
	J. Ernst (LAW)	2019	Lisa Ortmann (EHD)	2021	X
	T. Prescott (A&S)	2020	Chris Cooper (JDO)	2021	
	M. Jendrysik (BPA)	2020	Sarah Nielsen (MED)	2021	X
				2021	
				2021	
10. Honorary Degrees					
Elect 1 until 2023 (college members eligible only from CEM, EHD, LAW or JDO)					
	J. Schill (MED)	2019	Lisa Ortmann (EHD)	2023	
	M. Jendrysik (BPA)	2020	Meysam Haghshenas (CEM)	2023	
	E. Scharf (A&S)	2021	Kirsten Dauphinais (LAW)	2023	X
	T. Heitkamp (NUR)	2022	Chris Cooper (JDO)	2023	
				2023	
11. Honors					
Elect 3 until 2021					
	S. Gupta (CEM)	2019	Michelle Sauer (A&S)	2021	X
	P. Kalbfleisch (A&S)	2019	Yvonne Jonk (MED)	2021	X
	J. Vacek (JDO)	2019	Anne Mostad-Jensen (LIB)	2021	X
	M. Gilmore (JDO)	2020	Matt Gilmore (JDO)	2021	
	L. McHenry (LAW)	2020	Kim Porter (A&S)	2021	
	A. Haskins (MED)	2020		2021	
				2021	

COMMITTEE	CONTINUING MEMBERS	TERM EXPIRES FALL OF	NOMINEES	TERM EXPIRES	VOTE
12. Intellectual Property			Elect 2 until 2021		
	K. Porter (A&S)	2019	Anne Mostad-Jensen (LIB)	2021	X
	W. Seames (CEM)	2020	Min Wu (MED)	2021	
			Tim Prescott (A&S)	2021	X
			Dheeshana Jayasundara (NUR)	2021	
				2021	
13. Intercollegiate Athletics			Elect 3 until 2021		
	M. Askelson (JDO)	2019	Eric Murphy (MED)	2021	X
	G. Schindler (MED)	2019	Grant Tomkinson (EHD)	2021	X
	R. Wood (BPA)	2020	Jeremiah Neubert (CEM)	2021	X
	R. Wise (A&S)	2020	Gabe Kilzer (A&S)	2021	
	S. Short (EHD)	2020	Elizabeth Jahn (NUR)	2021	
	J. Schill (MED)	2020		2021	
				2021	
				2021	
14. Legislative Affairs			Elect 1 until 2021		
	J. Liu (CEM)	2019	Kenneth Flanagan (NUR)	2021	
	S. Jerath (CEM)	2020	Anne Mostad-Jensen (LIB)	2021	
	R. Weaver-Hightower (A&S)	2020	Kim Kenville (JDO)	2021	X
				2021	
				2021	
15. Library			Elect 3 until 2021 (1 A&S, 1 LAW, 1 Any)		
	D. Denny (NURS)	2019	Barbara Lewis (A&S)	2021	X
	F. Ames (CEM)	2019	Andre Kehn (A&S)	2021	
	C. Oancea (MED)	2019	Tammy Oltz (LAW)	2021	X
	M. Jendrysik (BPA)	2020	Colt Iseminger (JDO)	2021	X
	M. Baker (EHD)	2020		2021	
	M. Dodge (JDO)	2020		2021	
				2021	
16. Online & Distance Education			Elect 2 until 2021 (1 BPA, 1 NUR)		
	N. Grewal (CEM)	2019	Patrick Schultz (BPA)	2021	X
	H. Terrell (A&S)	2019	Chih Ming Tan (BPA)	2021	
	J. Holm (A&S)	2019	Doria Thiele (NUR)	2021	
	S. Degerstrom (MED)	2019	Rhoda Owens (NUR)	2021	X
	E. Johnson (LAW)	2019		2021	
	V. Clinton (EHD)	2020		2021	
	J. Vacek (JDO)	2020		2021	
17. Scholarly Activities			Elect 3 until 2021		
	E. Scharf (A&S-social science)	2019	Yi-Ping Hsieh (NUR)	2021	
	H. Lim (CEM)	2019	Yvonne Jonk (MED)	2021	X
	A. Kubatova (A&S-science)	2019	Julie Robinson (EHD)	2021	X
	D. Gedafa (CEM)	2020	Stephanie Walker (LIB)	2021	X
	X. Zhang (JDO)	2020		2021	
	S. Mosher (A&S-humanities)	2020		2021	
				2021	
				2021	

COMMITTEE	CONTINUING MEMBERS	TERM EXPIRES FALL OF	NOMINEES	TERM EXPIRES	VOTE
18. Student Academic Standards			Elect 2 until 2021		
	S. LeMire (EHD)	2019	Mehdi Ostadhassan (CEM)	2021	<u>X</u>
	D. Helleloid (BPA)	2019	Janet Jedlicka (MED)	2021	<u>X</u>
	S. Fleshman (A&S)	2020	Julie Robinson (EHD)	2021	<u> </u>
	A. Walker (EHD)	2020	Amir Alakaam (NUR)	2021	<u> </u>
				2021	<u> </u>
				2021	<u> </u>
				2021	<u> </u>
19. University Assessment			Elect 3 until 2021 (1 MED, 1 BPA, 1 EHD)		
	M. Jackson (LAW)	2019	Janet Jedlicka (MED)	2021	<u> </u>
	A. Quinn (NURS)	2019	Arielle Selya (MED)	2021	<u>X</u>
	L. Martin (JDO)	2020	Deb Worley (EHD)	2021	<u>X</u>
	M. Zahui (CEM)	2020	Zarrina Azizova (EHD)	2021	<u> </u>
	D. Munski (A&S)	2020	Karin Becker (BPA)	2021	<u>X</u>
				2021	<u> </u>
				2021	<u> </u>
				2021	<u> </u>

UND University Senate Budget Committee

Meeting of 20 February 2018 – DRAFT

Minutes

Present: John Shabb, Duane Helleloid, Brad Myers, Richard Wise, Paul Todhunter, Sarah Abentroth, Terra Jorgenson, Jeff VanLooy, Bill Caraher, Jeff Holm, Tom DiLorenzo, Ryan Zerr

Absent: Chris Petschen, Hannah Carlson, Kathy Smart, Ken Flanagan, Cindy Fetsch

Guests: None

Meeting called to order at 4:30 pm. John Shabb presided.

No objections were made to the minutes from the January 23, 2018, meeting -- as distributed. As such, the minutes were approved.

An update was given by the Provost, including mention of the start of budget meetings with the deans (starting next week). Also, planning for budget requests to the legislature has begun, hitting full stride in April. Mention was also made of the campus facilities master planning presentation recently given at a campus forum. The idea of asking for a presentation of the master plan to the SBC in the near future was discussed.

John Shabb noted that the service agreements for the support units have recently been made public on the Resource Planning & Allocation website. There was general agreement that this should be a topic of discussion at an upcoming meeting.

Discussion of the motion tabled at the previous meeting resumed. The motion is: To forward the following to the Senate Executive Committee:

At the request of the Senate Executive Committee, the Senate Budget Committee reviewed data regarding travel policies and expenditures, and discussed various recommendations regarding university travel funding and policies. The committee believes that expenditure decisions related to faculty development and productivity are best made at the department and college level, as different departments and faculty may have very different needs relating to equipment, software, research assistant support, physical space, travel, and other resource requirements. Thus, the committee does not believe it appropriate to re-establish university-level travel funding sources such as those allocated through SSAC or FIDC, as those funds are best left under the control of colleges and departments, and considered just a small part of the overall resources provided to faculty and staff.

That said, colleges and departments must have travel support policies that are consistent with expectations for tenure, promotion, merit, and continued employment. If expectations for tenure, promotion, merit, and continued employment explicitly or implicitly require that faculty travel to present their work, gather data, or work with colleagues, travel policies must provide financial support for these activities. Just as faculty and staff are not expected to use their personal funds to secure physical space or capital equipment that are necessary for their research and teaching, they should not be expected to use personal funds for travel that is part of job expectations. All travel

support policies should support and advance the strategic plan and be shared with the Senate Budget Committee initially and when any changes are made.

In the context of this discussion, mention was made of recently-available information provided to the committee: information on presentations given by faculty pulled from Digital Measures (for calendar year 2017) and information on recent expenditures for travel, broken down by funding source, type of travel (foreign/domestics, in-state/out-of-state, etc.), and by college. A prolonged discussion about the data, what it might mean, the large number of difficulties in interpreting it, and how to interpret it.

An amendment to the motion was accepted, leading to the following:

At the request of the Senate Executive Committee, the Senate Budget Committee reviewed data regarding travel policies and expenditures, and discussed various recommendations regarding university travel funding and policies. The committee believes that expenditure decisions related to faculty development and productivity are best made at the department and college level, as different departments and faculty may have very different needs relating to equipment, software, research assistant support, physical space, travel, and other resource requirements. Thus, the committee does not believe it appropriate to re-establish university-level travel funding sources such as those allocated through SSAC or FIDC, as those funds are best left under the control of colleges and departments, and considered just a small part of the overall resources provided to faculty and staff.

That said, colleges and departments must have travel support policies that are consistent with expectations for tenure, promotion, merit, and continued employment. If expectations for tenure, promotion, merit, and continued employment explicitly or implicitly require that faculty travel to present their work, gather data, or work with colleagues, travel policies must provide financial support for these activities. These policies should be in place by the start of the 2020 fiscal year.

The amended motion was voted upon and carried with one dissenting vote.

Meeting adjourned at 6:25 pm.

3/ 16/2018



SENATE ONLINE & DISTANCE EDUCATION COMMITTEE

ANNUAL REPORT 2017/2018

SENATE ONLINE AND DISTANCE EDUCATION COMMITTEE

Bailey Bubach (CEM)
Virginia Clinton (EFR)
Sean Degerstrom (SMHS)
Nanak Grewal (CEM)
Christine Harsell (CNPD)
Laurie Hart (Office of Extended Learning)
Joan Hawthorne (Assessment & Regional Accreditation)
Jeff Holm (A&S), Past Chair
Eric Johnson (LAW), Vice Chair
Anne Kelsch (Instructional Development)
Lynette Krenelka (Office of Extended Learning)
Julie Lewandowski (Graduate Student)
Margot McGimpsey (Academic Affairs)
Dan Owens (BPA)
Janet Rex (Chester Fritz Library)
Lori Swinney (CILT)
Heather Terrell (A&S), Chair
Stephan Tjaden (Undergraduate Student)
Joseph Vacek (JDOS)

Committee Recommendations

Primary Recommendation:

1. Develop New and Enhance Current Online and Distance Educational Opportunities at the University of North Dakota

- UND's strategic plan includes several goals relevant to online and distance education. In particular, Goals 1, 2, 3, and 6 were frequently discussed in committee meetings. Most relevant to the charge of this committee is Goal 3—to deliver more educational opportunities online and on-campus. The primary recommendation from the committee is that as UND moves forward on the strategic plan, the administration should provide the committee with consistent updates about strategic plan goals related to online and distance education. Additionally, the administration should take into consideration feedback from students and faculty, and efforts should be made to include faculty in decision-making – both things the committee can facilitate.

Supporting Recommendations:

1. Goal 3 communication

- A considerable amount of time was devoted to Goal 3 of the strategic plan. We would like to thank Jeff Holm, Lynette Krenelka, and Margot McGimpsey for frequent and timely Goal 3 updates. In particular, the committee discussed OPM partnerships, changes to session lengths for online courses, the expansion of non-credit course offerings, and professional development for online instruction.
- The committee expressed concerns about the partnership with Pearson or any OPM partnership. To elaborate, concerns were expressed about a lack of faculty governance in the decision-making process, potential threats to academic freedom, the possibility of students perceiving online vs. on-campus programs as “separate” if a third-party entity is involved in online education, a reduction in effectiveness of programs currently performing well, predatory marketing to students who may not be ready or committed to online education, the potential for misinformation in recruitment efforts, and the degree to which faculty will retain responsibility for content and degree requirements. These concerns were expressed to the Goal 3 team members.
- The committee recommends that as the university moves forward with the Pearson partnership, the administration provides SODEC with updates at monthly meetings about this partnership and that the university continues to solicit feedback from faculty to ensure that faculty are included in the decision-making process. In particular, the committee encourages the Goal 3 team and other decision-makers to consider how online program management may affect budget allocations, other online programs, retention, the reputation of programs, and the reputation of the university as a whole.
- The committee further recommends that the Goal 3 team continue to disseminate information to the committee and to faculty members directly. The newsletter crafted by the Goal 3 team last fall was particularly helpful, and we would like to encourage similar frequent, timely, and transparent communication to the members of the university.

2. Professional development

- Our committee recommends continued investment in training and professional development related to online education. In particular, we encourage TTaDA to continue to expand professional development options that are tailored to online education. We also

encourage colleges and departments to incentivize these training opportunities to increase faculty participation.

3. Infrastructure

- As the university continues to expand online and distance education offerings, we strongly recommend a detailed assessment of infrastructure needs, including but not limited to course management systems (e.g., Blackboard), tech support, and instructional support.

Summary of Committee Activities for AY 2017/2018

The Senate Online and Distance Education Committee (SODEC) met six times during AY 2016/2017. Dr. Heather Terrell served as Chair of the committee this year, Dr. Jeff Holm served as Past Chair, and during this year Professor Eric E. Johnson was elected and served as Vice Chair. This year our committee focused on the following topics:

1. We discussed the need for investing in infrastructure for effective online and distance education. In particular, the committee noted that the transition to a statewide Blackboard system was rough for faculty and students alike. The committee also discussed a need for technology upgrades as UND expands online education and offerings.
2. We added a standing agenda item for strategic plan updates relevant to the charge of the committee. The goals that were identified as most relevant were Goals 1, 2, 3, and 6. With regard to Goal 1, the committee noted every effort should be made to ensure that distance students have access to High Impact Practices. With regard to Goal 2, the committee considered how to best examine retention data for online students in order to track retention moving forward. The committee noted that students who are solely online/distance students represent a different student population than more traditional, on-campus students. With regard to Goal 6, the committee is pleased with the addition of Air University articulation agreements. A considerable amount of time was devoted to discussing issues related to Goal 3, and these issues are discussed in the recommendations section of this report.

Plans for AY 2018/2019

In addition to continuing to focus and address the three areas above, the committee has identified the following goals for the coming year:

1. Continue to consider the role of this committee in relation to strategic plan goals. In particular, the committee requests monthly updates from a Goal 3 representative, as well as consistent updates about the development of online program management partnerships.
2. Develop strategies for tracking and retention of online students—better define what “successful” retention means for distance students.
3. Assess infrastructure needs related to online education.

APPENDIX A

Committee Charge and Membership Roster

SENATE ONLINE AND DISTANCE EDUCATION COMMITTEE (SODEC)
(Revised Charge Approved by SODEC and submitted for approval to University Senate, September 27, 2016)

Purpose:	To provide oversight and advocate for the provision of teaching and learning experiences with an exceptional level of quality for online and distance education students within the state, region, and beyond.
Membership:	Faculty – Nine with two members from the College of Arts and Sciences, and one member from each of the other colleges (voting) Immediate Past Chair (voting) Distance Education Librarian of Chester Fritz Library (one, voting) Office of Extended Learning (one, voting) Center for Instructional Learning and Technologies (one, voting) Office of Instructional Development (one, voting) Director of Assessment and Regional Accreditation (one, voting) Students (one undergraduate and one graduate, voting)
Terms:	Faculty – three years Immediate Past Chair (one year) Distance Education Librarian of Chester Fritz Library – concurrent with office Office of Extended Learning – concurrent with office Center for Instructional and Learning Technologies – concurrent with office Office of Instructional Development – concurrent with office Director of Assessment and Regional Accreditation – concurrent with office Undergraduate student enrolled in an online or distance degree program (one year) Graduate student enrolled in an online or distance degree program (one year)
Selection:	Approximately one-third elected by the University Senate in April and assuming responsibilities Fall Semester. Undergraduate student selected by Student Government in April and assuming responsibility Fall Semester; graduate student to be nominated by the Dean of the School of Graduate Studies and approved for membership by a majority vote of the Graduate Studies Committee.
Functions and Responsibilities:	Acting of its own volition, upon the request of the Senate and/or others, the committee shall assume the following responsibilities: <ol style="list-style-type: none">1. Advocate for the use of "best practices" relative to faculty development, delivery methods, and the administration, teaching and evaluation of online and distance education courses and programs.2. Foster collaboration to achieve the committee's purpose.3. Provide support, assistance and consultation to deans, departmental chairs and program directors relative to the management, monitoring, and evaluation of online and distance education courses and degree programs.4. Provide oversight for quality and integrity in the online and distance learning environment, while being guided by the principle that academic standards reside with the Provost and Deans and within academic departments.5. Make resource recommendations to the institution congruent with achieving our purpose statement.6. Promote campus-wide interest in and advocacy for UND's role in providing exceptional and enriching online and distance learning experiences.
Report to Senate:	Prepare an annual report and submit it to the Senate secretary two weeks before the March Senate meeting.
Source of Information:	University Senate Minutes – April 18, 1963 University Senate Minutes – November 3, 1966 University Senate Minutes – March 5, 1981 University Senate Minutes – May 6, 1999

SENATE ONLINE AND DISTANCE EDUCATION COMMITTEE MEMBERSHIP ROSTER 2017-2018

Faculty

<u>Last</u>	<u>First</u>	<u>Email</u>	<u>Phone</u>	<u>College/School representing</u>	<u>Department</u>	<u>Term</u>
Terrell	Heather	heather.terrell@und.edu	777.3451	SODEC Chair	Psychology	2019 (chair)
Holm	Jeff	jeffrey.holm@med.und.edu	777.3792	SODEC Immediate Past Chair	Psychology	2019 (outgoing chair)
Degerstrom	Sean	sean.degerstrom@und.edu	777.4487	Medicine & Health Sciences	Sports Medicine	2019
Grewal	Nanak	nanak.grewal@und.edu	777.2632	Engineering & Mines	Mechanical Engineering	2019
Harsell	Christine	chris.harsell@und.edu	777.2403	Nursing & Professional Disciplines	Nursing	2018
Johnson	Eric	eric.johnson7@und.edu	777.2264	SODEC Vice Chair	School of Law	2019 (vice chair)
Owens	Dan	dowens@business.und.edu	777-3348	Business & Public Administration	Business & Public Administration	2018
Weatherly	Jeff	jeffrey.weatherly@und.edu	777.3470	Arts & Sciences	Psychology	2017
Clinton	Virginia	virginia.clinton@und.edu	777.5793	Education & Human Development	Education Foundations and Research	2020
Vacek	Joe	jjvacek@aero.und.edu	777.3622	Odegard School of Aerospace Sciences	Avaiation	2020
Bubach	Bailey	bailey.bubach@enr.und.edu	777.5891	Engineering & Mines	Petroleum Engineering	2020

Office Appointees/Guests

<u>Last</u>	<u>First</u>	<u>Email</u>	<u>Phone</u>	<u>Department</u>	
Krenelka	Lynette	lynette.krenelka@und.edu	777.4883	Extended Learning	Ongoing
Hawthorne	Joan	joan.hawthorne@und.edu	777.4684	Assessment & Accreditation	Ongoing
Kelsch	Anne	anne.kelsch@und.edu	777.4233	Instructional Development	Ongoing
Rex	Janet	janet.rex@und.edu	777.4641	Chester Fritz Library	Ongoing
Swinney	Lori	lori.swinney@und.edu	777.3569	CILT	Ongoing
McGimpsey	Margot	margot.mcgimpsey@und.edu	777.6907	Academic Affairs	
Hart	Laurie	laurie.hart@und.edu		Extended Learning	

Students

Tjaden	Stephan	stephan.tjaden@und.edu	507.530.8281	Undergraduate Student	Electrical Engineering	2017-2018
Lewandowski	Julie	julie.lewandowski@und.edu	404.210.4223	Graduate Student	Psychology	2017-2018

UNIVERSITY OF NORTH DAKOTA
Senate Intellectual Property Committee
Report of Activities
2016-2017 Academic Year

Membership:

Mark Askelson, Atmospheric Sciences (Committee Chair 2015-2017)

Min Wu, Biomedical Sciences

Mike Moore, CE&C & Scribe

Stephanie Walker, Chester Fritz Library

Jason Jenkins, Esq. (Office of the General Counsel), ex. officio

Kim Porter, History

Tom Erickson, (EERC)

John Bjorkland, (Student Rep.)

Mark Jendrysik, (Political Science)

Eric Murphy (Biomedical Sciences)

Meetings: 3 Sep. 2016, 21 Nov. 2016, 28 April 2017, and 22 May 2017

Major accomplishments:

This year (2016-2017) we have had 4 meetings and discussed various issues, including Employee Assignment, Royalty Distribution discussion, and NDUS Royalty Matter. Please read the following summary for detail.

1. Employee Assignment

Issue: A significant percentage of new employees for this fiscal year have not (or refused to) signed the Employee Assignment of Inventions form. Approximately 70 out of 220. The issue for UND is that these employees were still hired and present a potential assignment of invention

issue for the institution. Motion (Murphy, seconded by Moore), “IP Subcommittee recommends that all new employees must sign the Assignment of Inventions form as a condition of employment. This form is not optional.” Motion passed unanimously.

2. Royalty Distribution discussion.

Issue: The committee had a discussion with the EERC seeking alignment of their income distribution with the University. Significant discussion (particularly, whether EERC should keep 60% or less) ensued. EERC distributes 40% (consistent with State Board IP policy). They retain 60% to fund the patent activities within the EERC Foundation.

3. NDUS Royalty Matter

Substantial discussion ensued concerning a proposal, brought forward by NDSU, to the NDUS board to impose a sliding scale for IP royalties thereby allowing a University to retain a higher percentage of royalty income, should it decide to do so. The NDUS board asked for faculty input. The faculty members of the UND Senate IP committee represent all colleges and it was agreed that this faculty body (UND Senate IP committee faculty members) would provide faculty input on behalf of UND, which will be further discussed in future meetings.

Respectfully submitted,

Min Wu

Chair, Senate IP committee (2017-2018)

Membership (2017-2018):

Mark Askelson, Atmospheric Sciences

Min Wu, Biomedical Sciences (Committee Chair 2017-2018)

Mike Moore, CE&C & Scribe

Stephanie Walker, Chester Fritz Library

Jason Jenkins, Esq. (Office of the General Counsel), ex. officio

Kimberly Porter, History

Tom Erickson, (EERC)

Eric Murphy (Biomedical Sciences)

Seames, Wayne (Chemical Engineering)

Orvedal, Casey (Student Rep.)

University Senate - Essential Studies Committee Business Calendar Agenda Items

April 2018

- I. **Essential Studies Program Course Validation**: This is a non-ES courses which has recently been reviewed and approved by the ES Committee for inclusion in the ES Program starting in Fall 2018. The attributes which the ES Committee has certified as applicable are listed for the course, and signify the nature of the course's role within the ES Program.

➤ **POLS 215: Diversity and Politics**

- Special Emphasis: Analyzing Worldview (Global Diversity)
- Goals: Written Communication, Oral Communication, and Intercultural Knowledge & Skills

SENATE ESSENTIAL STUDIES COMMITTEE

Purpose: To provide faculty guidance and oversight of the University's general education program, "Essential Studies," by defining the principles and goals of [the Essential Studies Program](#), developing and implementing Essential Studies [Program](#) policies, [reviewing and making recommendations for revising the Essential Studies Program as necessary](#), and setting standards for courses that carry Essential Studies credit. To offer guidance and advice to the Office of Essential Studies regarding the administration of the Essential Studies program and to the Senate University Assessment Committee regarding the assessment of the Essential Studies program.

Membership: Academic Dean or designee (one, voting)
Faculty (twelve, including Chair and Chair-Elect)
Past-Chair (one, voting)
Students (three, voting)
Vice-President for Academic Affairs or designee (one, voting)
Registrar or designee (non-voting)
[Dean of Libraries or designee \(non-voting\)](#)
Director of Essential Studies (non-voting)

Terms: Academic Dean or designees - one year
Faculty - three years
Past Chair - one year
Students - one year
Vice President for Academic Affairs or designee - concurrent with office
Registrar or designee - concurrent with office
[Dean of Libraries or designee - concurrent with office](#)
Director of Essential Studies - concurrent with office

Selection: Academic Dean or designees - elected by Deans' Council ~~in April~~ and assuming responsibilities [August 16](#)~~May 1~~.
Faculty - one-third elected each year by the Senate in April and assuming responsibilities [August 16](#)~~May 1~~. At least one member from each of the colleges with undergraduate programs, and at least four members from the College of Arts and Sciences (one from each of its divisions: Humanities; Fines Arts; [Mathematics and Natural Sciences](#); and Social Sciences). Candidates are selected from colleges in accordance with membership criteria as described above.
Students - three by the Student Senate in April and assuming responsibilities [August 16](#)~~May 1~~.
Vice-President for Academic Affairs or designee - ex-officio

Registrar or designee - ex-officio
[Dean of Libraries or designee - ex-officio](#)
Director of Essential Studies - ex-officio

Functions and

responsibilities: Acting in conjunction with the Office of Essential Studies, upon the request of the Senate and/or others, the Committee shall assume the following responsibilities:

1. Address all issues regarding Essential Studies (ES) requirements, including possible Essential Studies Program revisions. Forward recommendations for ES Program changes to the University Senate for final approval.
2. Heighten University-wide interest in Essential Studies and its role in providing a strong liberal arts foundation for UND undergraduates.~~purposes.~~
3. Foster interdisciplinary discussion about Essential Studies.
4. Encourage experimental courses including an integrated alternative program in Essential Studies.
5. Define the principles of Essential Studies, set criteria for ES courses, and ~~review~~approve courses for inclusion within the ES requirements. Forward recommendations for inclusion of courses in the ES Program to the University Senate for final approval.
6. Through regular reporting via the Director of Essential Studies, maintain an active line of communication with the University Curriculum Committee in order to receive and provide feedback on issues of mutual concern.
- ~~7~~6. Establish guidelines for implementation of ES policies.
- ~~7-8~~7. Serve as an appeal board regarding determinations of the applicability of transferred work to meet the ES requirements. In those cases where general education articulation agreements are recommended by the committee, forward those recommendations to the University Senate for final approval.
- ~~8-9~~8. Act on student petitions for exceptions to ES requirements.
- ~~9-10~~9. In conjunction with the ES Office, keep current the content of the committee website.

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

Source of Information: University Senate Minutes - February 7, 1980
University Senate Minutes - January 20, 1983
University Senate Minutes - March 4, 1999
University Senate Minutes - May 4, 2006
University Senate Minutes - April 3, 2008
University Senate Minutes - February 4, 2010
University Senate Minutes - November 7, 2013
University Senate Minutes - September 4, 2014
University Senate Minutes - ????????

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