



University Senate Agenda

May 2021 Meeting

TO: Members of the University Senate

FROM: Liz Legerski, University Senate Chair, 2020-2021

SUBJECT: May 6 University Senate Meeting

DATE: April 29, 2021

The May meeting of the University Senate will be held on **Thursday, May 6, 2021, from 3:30-5pm via Zoom**. Voting members should use the link they will be sent one day prior to the meeting to join the webinar as a panelist. This email will come from und.webinar. Please check your clutter folder if you do not see the invitation in your inbox. A public link for visitors is available on the Senate website and in the University Letter.

I. Call to Order (Chair Legerski)

II. **Senate Calendar:**

a. Announcements/Chair opening remarks

i. Upcoming events to note

1. All Senate committees should choose a Chair for the next academic year before the semester ends. Please report who the Chair will be to Liz Legerski (elizabeth.legerski@und.edu) Please reach out to newly elected members as well.
2. Results of Senate elections

ii. Reminder re committee annual report deadlines

1. Due in September: Committee on Committees, Compensation, Faculty Instructional Development, Honors Program, University Assessment
2. Overdue: None! Thank you!

iii. Any New Legislative session updates (Peter Johnson)

iv. Council of College Faculties update (Tom Petros)

v. Staff Senate update (Megan Wasylow)

vi. Student Government update (Matthew Ternus)


vii. Provost updates (Debbie Storrs)

b. Establish Quorum (Marci Mack, for Secretary Correll)

c. Review and approval of April 1, 2021 Senate meeting minutes (see attached)

d. Senate Executive Committee report (Chair Legerski)

- i. Approved May Graduation Candidates and ND General Education Council Constitution Changes

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- ii. Discussed Faculty Handbook policy on Final Exams; Approved Faculty Handbook policy updates on External Reviews and Parental Leave.
 - iii. Approved updates to several Senate Committee Charges (Online & Distance Ed, Library, and Scholarly Activities); Discussed need for and process for developing a standing committee on Diversity, Equity, and Inclusion
 - iv. Items postponed for May SEC meeting: Research Drive Adjustment to MIRA model, Research COI interim policy, FID White Paper on shared governance, Healthcare study resolution
- e. Question period (20 minutes)

III. Consent Calendar:

- a. Budget Committee annual Report (see attached)
- b. Online and Distance Education Committee annual report (see attached)
- c. Online and Distance Education updates to committee charge (see attached)
- d. Senate Scholarly Activities annual report (see attached)
- e. Senate Scholarly Activities updates to committee charge (see attached)
- f. Library Committee updates to committee charge (see attached)
- g. ND General Education Council Constitution updates (see attached)

IV. Business Calendar:

- a. May 2021 Graduation Candidates (see attached)
- b. Curriculum Committee April Report (see attached)
- c. Curriculum Committee May Report (see attached)
- d. Faculty Handbook Committee Final Exam policy proposal (see attached, plus email from committee chair)
- e. Faculty Handbook Committee External Reviewers policy clarification (see attached)
- f. Faculty Handbook Committee Parental Leave Policy updates (see attached)

V. Matters arising

VI. Adjourn

Minutes of the University Senate Meeting
April 1, 2021

1.

The April meeting of the University Senate was held at 3:30 p.m. on Thursday, April 1, 2021, via Zoom Conference.

Chair Liz Legerski called the meeting to order at 3:31 pm.

Started with procedural communications and the link that you should receive for panelists (voting members of Senate). Wants to make sure that those people who are voting members, should be voting. Try to use the yes/no feature in the Participants panel.

2.

The following members of the Senate were present:

| | | | |
|--------------------|---------------------|-------------------|------------------|
| Alberts, Crystal | Iseminger, Colt | Minnotte, Michael | Schlenker, Jared |
| Armocost, Andrew | Jendrysik, Mark | Munski, Doug | Shivers, Jed |
| Barkdull, Carenlee | Juntunen, Cindy | Myers, Brad | Spaeth, Andria |
| Cherry, Emily | Kassow, Benjamin | Newman, Robert | Storrs, Debbie |
| Chu, Qianli | Kehn, Andre | Ng, Lilly | Tang, Clement |
| Correll, Scott | Kenville, Kim | Nilles, Matthew | Ternus, Matthew |
| Denny, Dawn | Lease, Jered | Oancea, Cristina | VanLooy, Jeff |
| Dodge, Michael | Legerski, Elizabeth | Olson, Devon | Wasylow, Megan |
| Dusenbury, Mark | Light, Steve | Pedersen, Daphne | Wise, Richard |
| Feehery, Davis | Lim, Howe | Peterson, Karen | Xiao, Feng |
| Halcrow, Steven | Linder, Meloney | Rand, Kathryn | Yousif, Zeineb |
| Hand, Laura | Matz, Adam | Robinson, Sarah | Zerr, Ryan |
| Hume, Wendelin | McGinniss, Michael | Sauer, Michelle | Zhao, Julia |
| Iiams, Michele | Mihelich, John | Schill, Brian | |

3.

The following members of the Senate were absent:

| | | | |
|------------------|---------------------|--------------------|-------------------|
| Bertsch, Breanna | Kostrzewski, Diana | Perkins, Dexter | Tande, Brian |
| Cory, Claire | Kraus, Robert | Plowman, Austin | Wahl, Faith |
| Cowdrey, Hunter | Liang, Lewis | Reedy, Kaelan | Walker, Stephanie |
| Doze, Van | Liu, Jun | Reissig, Brad | Wilson, Nick |
| Foster, Nathan | Millspaugh, Richard | Rundquist, Bradley | Wynne, Joshua |
| Halgren, Cara | Murphy, Eric | Saligumba, Amanda | Yang, Wei |
| Henley, Amy | Park, Chan | Stupnisky, Robert | |

4.

1. Liz called the meeting to order at 3:31 pm. She made the following announcement and opening remarks with events to note:

Senate Calendar:

Announcements/Chair Opening remarks

Upcoming events to take note of:

1. Spring University Council meeting, Tuesday, April 27, 3-4:30pm
2. Staff Senate is accepting nominations for Staff Senate members through April 6 – please encourage your staff to become a Staff Senate Senator (see announcement attached).
3. Following feedback received, TTaDA is putting efforts to cleanup outdated/unused YuJa content on hold (see email attached).
4. UIT is in the process of developing technology standards for our learning spaces, using the services of a consultant, to help standardize technology across the university. They are looking for about 10 faculty to participate in a session on April 21 (1-2 hours) to gather feedback on learning spaces and technology requirements. If you are interested in participating, or would like to recommend faculty to participate, please let Liz Legerski know ASAP elizabeth.legerski@und.edu.
5. Elections for USenate at-large members and College/School representatives will happen in early April – please keep an eye out for nomination and election ballots.

ii. Reminder re committee annual report deadlines

1. Due April 23: Budget Committee, Online & Distance Education, and Scholarly Activities
2. Overdue: COI/Scientific Misconduct

Announcements/Chair Opening Remarks

New Item – education Task Force Update, Angel Fund and Food for Thought Fund (Jeff VanLooy)
Jeff just gave an update on the Education Task Force, Angel fund and Food for Thought.

Dr. Munski made a challenge to all members to donate to the Angel fund.

iii. Legislative session updates (Peter Johnson) Peter put out the same challenge as Dr Munski regarding donating to the angel fund. Peter talked about raises for state employees:

1.5% for 1st year and 2% 2nd year.

SB 2003 – main NDUS appropriates bill

SB 2030 – Challenge matching grant program

HB 1503 – Campus free speech policy

HB1323 prohibits mask requirements – He said he was not sure where this stands.

Student voting – to provide students that request it, the UND address so they can prove they can vote in ND. The apron for the airport funding was discussed. Also funding for updates to Merrifield/Twamley was brought up and has not been talked about it. UND wants \$5 million dollars to get the project started.

Jed Shivers stated that with Zoom, we have immediate updates as to what is going on in the Legislature that we would not have had before as we did not have Zoom.

Federal dollars that we have received, the legislature is working on it as they need to know how the federal dollars can be spent prior to allocating the funds to the Universities. Legislature has reserved time for fall 2021 to meet to look at redistricting/funding from the federal government.

iv. Council of College Faculties update (Tom Petros) Not much for updates. The next meeting will be this coming Tuesday, April 6th. Direct resolution against academic freedoms and that is the major thing that happened at the last meeting.

v. Staff Senate update (Megan Wasylow) Staff Senate will be hosting an event on April 13 being presented by Barry Brody.

vi. Student Government update (Matthew Ternus) Government is winding down. Elections coming up in 2 weeks. Meeting with local city council and mayor and a conversation regarding how they can collaborate on issues.

The student DEI committee will be presenting their findings in late April. Student Government will be funding de-stress kits.

vii. Provost updates (Debbie Storrs) Thanks Jeff VanLooy for the Angel Fund and want everyone to know about the allocation 2.268 Million \$ to students in need. Students can still apply for funds. Students will be eligible for J&J starting April 6th on campus.

b. Establish Quorum (Marci Mack, for Secretary Correll)

We have quorum.

c. Review and approval of March 4, 2021 minutes.

Are there any changes to the minutes? With no changes, the minutes can be filed without objection.

d. Senate Executive Committee report (Chair Legerski)

i. Approved placement of new Syllabus Policy as the second subsection under Section III Teaching Policies & Procedures in Faculty Handbook.

ii. Reviewed proposed updates to the Family Leave Policy in the Faculty Handbook. Will be sent to Faculty Handbook committee for review.

iii. Passed resolutions opposing SB 2030 and supporting research on health insurance in ND (being considered in Staff Senate and by Student Government)

iv. Approved the following: FHC Final Exam policy and UCC vote to include Director of Assessment & Accreditation as non-voting member of committee.

e. Question period (20 minutes) started at 4:04.

Mark Jendrysik– asked questions regarding the federal dollars that we have received. Jed stated that the HERFF 2 dollars they are working on how to allocate the money. 15.9 million 3rd allocation for money from the Federal government. A portion of that has to go to students. Jed discussed the money and how to be spend and new money coming in.

Daphne Pedersen – A&S talking about the computer lab in Gillette hall. She heard that there is an audit on campus regarding computers for departments and was wondering how the audit would affect computer lab usage for students. Madhavi replied to Daphne’s comment. They will be looking at the data for 2019 and 2020.

Question period ended at 4:11 pm.

Consent Calendar:

a. Intercollegiate Athletics Committee Annual Report (see attached)

b. Committee on Committees Annual Report (see attached)

c. Curriculum Committee voted to approve adding the Director of Assessment and Accreditation as a non-voting member to the committee. SEC also approved.

The reports were filed without opposition/objection.

Business Calendar:

a. Runoff election for second seat on Online & Distance Education Committee

A tie for the second seat so Liz created a poll for the vote between Stephanie Homstad (NUR) and Rhoda Owens (NUR). Rhoda Owens was voted for the second seat.

- b. Essential Studies Assessment Proposal withdrawn by committee (see attached)

The proposal was withdraw by the committee. Michael Dodge withdrew his motion.

- c. SEC resolution in opposition to SB 2030

Davis Feehery made a motion and second from Daphne Pederson to approve the resolution in opposition to SB 2030. There was no discussion. The motion carries.

- d. Faculty Handbook Committee Final Exam policy proposal (see attached)

Mark Jendrysik Made a motion to approve the final exam policy. Benjamin Kassow seconded the motion. Colt Iseminger had a question about missing the final. If I have this in my syllabus, will that supersede the policy. Yes it will. Discussion regarding finals not during the final week, so that students know and can make plans. Emily Cherry commented for those faculty in the Arts is not an exam, but a performance, etc. Final amendment to make a change to 3. For example, departments can forgo this in writing every semester based on their culture. Debbie Storrs suggesting depending on pedagogy of the department, the dept. chair and faculty could develop an appropriate process.

This should be sent back to the committee to makes some adjustment. Ryan Zerr made a motion to send back to committee. Julia Zhao seconded the motion. The motion carried.

- e. Essential Studies Policy Manual updates (see attached)
Some updates were title, procedures, etc. housekeeping

Michael Dodge made a motion to approve the updates. Julia Zhao seconded the motion. The motion carries.

- f. Guidelines for Essential Studies Transfer updates (see attached) Also some updates to these transfer policies. They are housekeeping updates.

Dr. Munski made a motion to approve the updates. Kim Kenville seconded the motion. The motion carries.

Matters Arising

The meeting adjourned at 4:42 p.m.

Marci Mack, Acting Secretary
University Senate

2020-21 Senate Budget Committee

Annual Report

| Members | Fall | Role | Affil. | Status | Selection |
|--------------------|------------|-------------------------|--------|------------|--------------------------------------|
| Alena Kubatova | 2022 | Faculty | A&S | Voting | Univ. Senate election (April) |
| Tom Petros | 2022 | Faculty | A&S | Voting | Univ. Senate election (April) |
| John Shabb - Chair | 2022 | Faculty | MED | Voting | Univ. Senate election (April) |
| Clement Tang | 2023 | Faculty | CEM | Voting | Univ. Senate election (April) |
| Robert Stupinksky | 2023 | Faculty | EHD | Voting | Univ. Senate election (April) |
| Gary Ullrich | 2023 | Faculty | JDO | Voting | Univ. Senate election (April) |
| Kenneth Flanagan | 2021 | Faculty | NUR | Voting | Univ. Senate election (April) |
| Duane Helleloid | 2021 | Faculty | BPA | Voting | Univ. Senate election (April) |
| Brad Myers | 2021 | Faculty | LAW | Voting | Univ. Senate election (April) |
| Eric Ross | concurrent | Faculty | | Voting | Selected by Curriculum Committee |
| Jeff Holm | concurrent | Faculty | | Voting | Selected by Online & Dist. Ed. Comm. |
| William Caraher | concurrent | Faculty | | Voting | Selected by Graduate Committee |
| Michael Dodge | concurrent | Faculty | | Voting | Selected by Essential Studies Comm. |
| Debra Beiswenger | 2021 | Staff | | Voting | Staff Senate Selection |
| Dawn Seaver | 2022 | Staff | | Voting | Staff Senate Selection |
| Ian Stenerson | 2021 | Student | | Voting | Appointed by Stud. Body Pres. (May) |
| Alexander Anderson | 2021 | Student | | Voting | Appointed by Stud. Body Pres. (May) |
| Kristina Oancea | concurrent | Univ. Senate Vice Chair | | | ex-officio |
| Cindy Fetsch | concurrent | Univ. Budget Mgr. | | Non-voting | ex-officio |
| Debbie Storrs | concurrent | VPAA | | Non-voting | ex-officio |

Committee activities

The Senate Budget Committee (SBC) met 9 times during Academic Year 2020-2021. Meetings were held Tuesdays, 4:30-6:00 pm by Zoom meeting.

Standing items:

- Provost updates: The Provost provided regular budget-related updates to the SBC. This included notifications of receipt and use of Covid-related CARES Act funding.
- Budget model updates: Representatives from Resource Planning and Allocation provided regular updates on incentive-based budget activities including review of quarterly variance reports and budget-related Power-BI dashboards.

Other business:

- Business Charges Policy: The Committee reviewed and provided feedback on a draft version of an updated the University-wide Business Charges Policy. Main reasons for the policy changes are to 1) clarify director/department role in determining charges, consolidating policy into one document for all UND business charges, and providing guidance on business charges philosophy; 2) Align business charges with financial aid considerations, 3) be responsive to legislative intent to minimize extra fees for students, and 4) align business charges with budget planning cycle.
- Fall budget status: The Vice President for Finance and Operations summarized the state of the UND budget in the midst of the Covid-19 pandemic and in anticipation of the biennial legislative budget process.

- Financial aid and recruitment initiatives: The Vice President for Strategic Enrollment Management informed the Committee on the current status of student financial aid at UND, and changes in enrollment trends, and changes in admissions requirements and strategies in response to the pandemic.
- Primary Unit Balance History: Resource Planning and Allocation reviewed how primary units are asked to maintain 5% undesignated reserves distinct from the NDUS requirement of a minimum 5% institutional reserve.
- Legislative budget process: The Vice president for Finance and Operations summarized the state of the budget process at cross-over, providing a sense of how the general appropriations bill and other budget related bills are moving through the North Dakota state legislature.
- State appropriation research driver: Vice President for Research and economic development informed the Committee of a new formula for allocating state appropriations tied to research. Thirty percent of State appropriations are designated for research. The current driver is based on grants and contracts received in the previous two years. The revised driver, to be implemented in FY 2023, will eliminate training grants from the formula and carve out 10% of the funds to be distributed based on Page 2 scholarly activity effort. The latter is not linked to external research funding.
- Campus master plan: The Associate Vice President for Facilities summarized the current state of UND's campus master plan and next steps.

Sarah Mosher-12/20, then Heather Terrell 1/21-4/21,
Chair (A&S)

Vacant, Past Chair (A&S)

Rhoda Owens, Vice Chair (CNPD)

Ali Alshami (CEM)

Emily Brink (CEHD)

Doug Munski (A&S)

Rhoda Owens (CNPD)

Patrick Schultz (CoBPA)

Daryl Sieg (SMHS)

Paul Traynor (Law)

Gary Ullrich (JDOSAS)

Jeff Weatherly (A&S)

Jeff Holm UND Online

Tim Burrows (HLC and Assessment)

Anne Kelsch-11/20, then Jennifer Reichart-Faculty
Development (TTaDA)

Dara Faul – Academic Technologies (TTaDA)

Lynette Krenelka (Office of Extended Learning &
TTaDA)

Madhavi Marasinghe (CIO)

Jessica Gilbert Redman (Library Health Sciences)

David Haberman (Thormodsgard Law Library)

Kristin Borysewicz (Chester Fritz Library)

Danielle Craig (Undergraduate Student)

Shane Schellpfeffer (Graduate Student)

Amy Carlson (Graduate Student)

Review of Goals

The goals/plans for 2020-2021 that were outlined at the end of the prior academic year were as follows:

1. Communicate UND Online guidelines for teaching online using best practices
2. Work with UND Online regarding communication plan regarding section planning (online section, campus section, and section for campus students taking online course) and policies regarding Department section requests
3. Develop strategies for tracking and retention of online students—better define what “successful” retention means for distance students.
4. Dissemination of information on students will be categorized (e.g., online only, on campus, on campus taking online courses) and how to set up courses appropriately as well as inform department policies.
5. How to adapt and redefine role in the campus community.
6. What was learned from the rapid shift to all remote instruction and how that can inform future needs of the university in terms of expanding online instruction.

Summary of Committee Activities for 2020-2021

The Senate Online and Distance Education Committee met six times during the 2019-2020 academic year (more specifically between September and March, with one additional meeting scheduled in April after the submission of this report). Sarah Mosher served as chair during the Fall semester and resigned from this position and from the committee at the end of the Fall semester. Heather Terrell was elected as interim chair for the remainder of the academic year and will remain on the committee during the 2021-2022 academic year, serving as a voting member for the College of Arts and Sciences. Rhoda Owens was elected as Vice Chair and will serve as Chair for the 2021-2022 Academic Year.

- During the Fall semester, the committee primarily focused on updates about the ongoing challenges associated with remote learning and access to academic technologies. The committee served as a forum for members to share information to be disseminated to colleges and departments.
- During the Spring semester, the committee discussed the current charge of the committee and how best to spend our time as a committee, given the changes that have occurred at UND in recent years and its response to the COVID-19 pandemic. The committee identified six primary roles or areas of focus for the near future (the current academic year and 2021-2022 academic year), all of which fall within the purview of the current committee charge:
 1. To foster communication and dissemination among campus units
 2. To develop and encourage best practices for online/distance students

3. To develop and encourage best practices for all academic technologies for online/distance students as well as on-campus students
4. To serve in an advisory role to the Senate and UND Online
5. To assess and track student experiences and perceptions
6. To track and increase online retention

- As part of the discussion about these roles, we revisited the list of goals for the current academic year that were outlined in last year's annual report, and decided to prioritize Item 6: "What was learned from the rapid shift to all remote instruction and how that can inform future needs of the university in terms of expanding online instruction?"
- To address this goal, we established a subcommittee to develop surveys for faculty, staff, and students to assess their experiences during the COVID-19 pandemic. The members of this subcommittee include Heather Terrell, Rhoda Owens, Tim Burrows, Lynette Krenelka, and Amy Carlson.
- Although the COVID-19 pandemic is (hopefully) a passing challenge, it has created an opportunity to gather information about how the university can better meet the needs of its students in the future.
- Additionally, the information gained from this assessment may be useful to the Task Force for the Future of Education at UND, or in the implementation of the recommendations of the Task Force.
- Administration of these surveys is planned for the second half of April, with data analysis taking place during the summer. To request a summary of results, please contact Heather Terrell.

Goals for the 2021-2022 Academic Year

1. Review assessment data to develop recommendations for the University Senate and UND Online
2. Define what "successful" retention of online students means
3. Work with UND Online to better track online students
4. Develop retention strategies for online students

SENATE ONLINE AND DISTANCE EDUCATION COMMITTEE (SODEC)

(Revised Charge Approved by SODEC and submitted for approval to University Senate, [April 2021](#))

Deleted: September 2019

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)

[Chair \(voting, one of the 9 faculty\)](#)

[Vice Chair \(voting, one of the 9 faculty\)](#)

Immediate Past Chair (voting)

Chester Fritz Library Librarian (one, voting)

School of Medicine Library and Information Resources Librarian (one, non-voting)

Thormodsgard Law Library Librarian (one, non-voting)

Office of Extended Learning (one, voting)

TTaDA-Academic Technologies (one, voting)

TTaDA-Faculty Development (one, voting)

[Chief Information Officer \(one, voting\)](#)

Assessment and Regional Accreditation (one, voting)

UND Online, Vice Provost (one, voting)

Distance/Online Students (one graduate and one undergraduate, voting)

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TERMS: Faculty – 3 years

[Chair \(one year\)](#)

[Vice Chair \(one year\)](#)

Immediate Past Chair (one year)

Chester Fritz Library Librarian-concurrent with office

School of Medicine Library and Information Resources Librarian-concurrent with office

Thormodsgard Law Library Librarian-concurrent with office

Office of Extended Learning-concurrent with office

TTaDA-Academic Technologies-concurrent with office

TTaDA-Faculty Development-concurrent with office

[Chief Information Officer-concurrent with office](#)

Assessment and Regional Accreditation-concurrent with office

UND Online-concurrent with office

Undergraduate Student- currently enrolled in an online or distance degree program

[\(- up to 4 years\)](#)

Graduate Student-currently enrolled in an online or distance degree program (

[up to 2 years\)](#)

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SELECTION: Approximately one-third elected by the University Senate in April and assuming responsibilities fall semester. Undergraduate student selected by Student Government in April ([when needed](#)) 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 & RESPONSIBILITIES:

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

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, as well as, resource recommendations regarding access to technology for all students, regardless of delivery method.
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 ~~April~~ Senate Meeting.

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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

To: Lori Hofland, Administrative Assistant, Office of the Registrar
From: Andre Kehn, Chair, Senate Scholarly Activities Committee, 2019-2021
Re: SSAC Annual Report, 2020-2021
Date: April 12, 2021

During the 2020-2021 academic year, the committee met 7 times. It consisted of:

Andre Kehn, Chair (A&S),
Patrick Luber (A&S),
Diana Pawlewicz (EHD),
Nicholas Wilson (AVI)
David Hollingworth (BPA),
Stephanie Walker (LIB),
Xuesong Chen (SMHS),
Melanie Nadeau (SMHS)
Zeineb Yousif (LIB),
Justin Berg (VPRED),
Karyn Plumm (VPAA)

Changes to the charge of the SSAC were discussed and voted on during this AY, including the following:

- Meaningful involvement in the research enterprise of UND.
- Enhancing communication between faculty, colleges, administration, and Senate.
- Utilizing the SSAC as a one stop shop in terms of how research processes can be enhanced to improve the research infrastructure at UND.
- How SSAC could aid junior faculty through a potential partnership with the Alice T. Clark Mentorship program in their research and creative activities at UND

Attached, the updated charge of the SSAC as of April 12th, 2021.

Respectfully submitted,

Andre Kehn

SENATE SCHOLARLY ACTIVITIES COMMITTEE

Purpose: Stimulate, encourage, and support scholarly activities and develop relevant institutional policies. Evaluate costs/impacts on intangible (e.g. human capital) resources due to research related policies. Advocate for faculty research and help amplify the benefits of scholarly research across and beyond the university campus.

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Membership: Faculty (nine, to include two representatives from the College of Arts and Sciences with one of these from the divisions of humanities and fine arts and the other member from the divisions of natural sciences and social sciences) Vice President for Academic Affairs or designee (one, voting) Vice President for Research or designee (one, voting)

Term: Faculty - three years with one-third elected each year Vice President for Academic Affairs - concurrent with office Vice President for Research - concurrent with office

Selection: Faculty - approximately one-third elected by the University Senate at the April meeting and assuming responsibilities May 1 Vice President for Research- ex-officio Vice President for Academic Affairs - ex-officio

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

1. Address general issues of importance to establishing and maintaining strong research and development programs on campus, including analyzing and reporting on policy change (institutional or otherwise) impacts on intangible (e.g. human) resources.

2. Assist in mentoring new faculty on the research enterprise of UND (e.g., ATC) and assist in developing a one stop for research at UND.

3. Stimulate research interaction between disciplines and/or identify potential barriers to collaborative research efforts.

4. Explore avenues to disseminate research conducted at UND in non-traditional outlets (e.g., non academic journals) to reach a broader audience to highlight the economic impact of research at UND.

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5. Communicate with other Senate Standing committees involved in the research enterprise at UND to further the goal of a wide dissemination of research from UND's faculty.

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6. Allocate available research funds based on pre-established policies and guidelines.
7. Committee is responsible of thorough review of own policies in even years.

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

Source of
Information:

University Senate Minutes - November 3, 1966
University Senate Minutes - November 2, 1967
University Senate Minutes - April 4, 1968
University Senate Minutes - November 2, 1978
University Senate Minutes - March 5, 1981
University Senate Executive Minutes - May 8, 1995
University Senate Minutes - March 4, 1999
University Senate Minutes - March 4, 2004
University Senate Minutes - November 7, 2013

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SENATE LIBRARY COMMITTEE

Purpose: To provide guidance ~~and oversight~~ by serving in an advisory capacity to the Chester Fritz Library Dean of Libraries and Information Resources, and in a communications and collaboration capacity to the Assistant Dean for Law Library and Information Services, and the Director of Library Resources for the School of Medicine and Health Sciences, regarding ~~library~~ policies and planning for the three libraries, and to report to appropriate bodies on ~~library~~ matters related to the libraries.

Membership: Chester Fritz Library Dean of Libraries and Information Resources or designee (one, non-voting, advisory)
Assistant Dean for Law Library and Information Services designee (one, non-voting, advisory)
Director of Library Resources for the School of Medicine and Health Sciences or designee (one, non-voting, advisory)
Faculty (nine)
~~Professional librarian (one)~~
Students (two: one undergraduate, one graduate)

Terms:
Dean of Libraries and Information Resources or designee - concurrent with office
Assistant Dean for Law Library and Information Services or designee - concurrent with office
Director of Library Resources for the School of Medicine and Health Sciences or designee - concurrent with office
Faculty - three years
Students - one year

Selection: Dean of Libraries and Information Resources or designee - ex-officio
Assistant Dean for Law Library and Information Services or designee - ex-officio
Director of Library Resources for the School of Medicine and Health Sciences or designee - ex-officio
Faculty - at least one member representing each college or school, approximately one-third elected by University Senate in April and

assuming responsibilities May 1

~~Professional Librarian — appointed by the
Committee on Committees in consultation with the
Dean of Libraries and Information Resources~~

Undergraduate student - elected by the Student Senate in April and assuming responsibilities May 1

Graduate student - appointed by the Dean of the School of Graduate Studies in consultation with the School of Graduate Studies Committee and the Graduate Student Association in April and assuming responsibilities May 1

Functions and

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

1. Participate, through the Chester Fritz Library Dean of Libraries and Information Resources or persons designated by the Dean, in the formulation of broad policies relative to collections and services as well as in long-range planning for the various libraries.

i. Communicate with— the Assistant Dean for Law Library and Information Services and the Director of Library Resources for the School of Medicine and Health Sciences or persons designated by the Assistant Dean or Director, in the formulation of broad policies relative to collections and services as well as in long-range planning for the various libraries.

~~1.2.~~ Advise the Chester Fritz Library Dean of Libraries and Information Resources in matters of administration and problem-solving.

~~2.3.~~ Represent concerns of the University community to the Dean, Assistant Dean, and Director.

~~3.4.~~ Report on ~~library~~ matters related to the libraries to the University Senate and other appropriate offices.

Report to

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

THE CONSTITUTION OF THE NORTH DAKOTA GENERAL EDUCATION COUNCIL

The colleges and universities in the North Dakota University System and private and tribal colleges and universities do establish this General Education Constitution which shall:

- (a) identify the interests shared among faculty regarding General Education;
- (b) identify and support particular General Education interests in teaching, research, and service shared by faculty appointed to colleges and universities, hereafter referred to as institutions, with like roles and missions;
- (c) promote a continuing dialogue to compare those interests from similar institutions with those General Education interests shared by faculty appointed to institutions with differing roles and missions;
- (d) work together to promote the interests of General Education across the state at public, tribal, and private institutions;
- (e) coordinate the diverse General Education programs among these institutions and develop cooperation among these institutions, while respecting the differing missions of these institutions;
- (f) provide a forum for campuses from across the state to improve their efforts in designing, assessing, implementing, and evaluating General Education programs and teaching and learning within those programs;
- (g) assist the State Board of Higher Education and other governing bodies in their duty to improve higher education by ministering to the needs and proper development of General Education at each institution, in harmony with the best interests of the students and the people of North Dakota;
- (h) proceed in a manner which informs the System, the Board, and other governing bodies of the diversity of views on General Education issues so that they might perform their governing role for the benefit of the entire system.

I

NAME

The name of this organization shall be the North Dakota General Education Council.

II

PURPOSE

The purpose of the Council shall be to foster discussion and collaboration in reviewing General Education practices, assessment, and outcomes across institutions of higher learning in the state of North Dakota. Our vision of General Education is grounded in the work of the Higher Learning Commission and its "Statement on General Education" which defines General Education as being "intended to impart common knowledge and intellectual concepts to students and to develop in them the skills and attitudes that ...faculty believe every educated person should possess. From...general education a student acquires a breadth of knowledge in the areas and proficiency in the skills that...[the faculty] identifies as hallmarks of being college educated. Moreover, effective general education helps students gain competence in the exercise of independent intellectual inquiry and also stimulates their examination and understanding of personal, social, and civil values." It is the intent of the council to help each institution ensure that all students who complete

general education possess a common core of college-level skills and knowledge that reflects a shared experience in academic foundations and provides a basis for transferability.

III

MEMBERSHIP

(a) The Council membership shall consist of two representatives, at least one of which must be a faculty member, and one alternate from each participating public, private, and tribal campus as selected by procedures defined by and for each campus. It is suggested that both members be directly involved in the implementation of General Education on each campus. The representative members and alternates from each institution shall have full rights to discussion and deliberation. An alternate may vote only in the absence of a member from that campus. No proxy votes will be allowed.

Non-voting members of the council will include the Vice Chancellor for Academic Affairs, the Director of Articulation and Transfer, a registrar member of the NDACRAO, one student representative (rotating among public, private and tribal campuses), a workforce representative invited by the Council, one representative each from the North Dakota Association of Tribal Colleges, the Department of Public Instruction, the Department of Career and Technical Education, the Council of College Faculties, and other invited ad hoc members.

(b) Each voting representative shall serve a three year term.

(c) Representatives must act as a liaison between the Council and their respective campuses.

IV

MEETINGS

The Council must meet at least four times throughout the academic year. Additional meetings may be called as deemed necessary by the President of the Council or by majority vote of the members. Meetings will be conducted according to Robert's Rules of Order, latest addition. Fifty (50) percent of the membership plus one (1) shall constitute a quorum.

In addition to the above meetings, the Council will organize and host at least one General Education Summit per academic year. The site of the summit will be determined at least four months prior to the date of the summit. Attendance at summits will be open to any individuals from any campus with a vested interest in General Education, no matter the role they have on their individual campus. It is expected that attendees be both from among the faculty and administration of each campus. The purpose of a summit is to have the Council report on its actions and to solicit input from attendees as to how to best proceed with a common General Education agenda for the state of North Dakota. Summits may include topic specific themes, activities, speakers, and/or workshops.

V

OFFICERS

The elected officers shall consist of a president, a vice president, a secretary, and a treasurer/parliamentarian. Election of officers for the next academic year will occur at the next to-

~~last Spring meeting.~~ *Election of officers for the next academic year will occur at the final Spring meeting.* The terms of office shall be for one year commencing June 1st.

Section A. President

1. The President shall preside at Council meetings and otherwise act as the chief executive officer of the council.

Section B. Vice President

1. The Vice President shall preside at meetings in the absence of the president.

Section C. Secretary

1. The Secretary shall record and maintain a file of minutes of the Council meetings and distribute copies within two weeks after each meeting to all Council members.
2. The Secretary shall keep a record of membership and activities of the Council.

Section D. Treasurer

1. The Treasurer shall keep an account of any and all receipts and expenditures of the Council and coordinate reimbursements.
2. The Treasurer shall serve as Parliamentarian.

Section E. Vacancies

1. Vacancies occurring during a term of office shall be filled by a vote at the next scheduled meeting after the vacancy occurs.

VI

QUALIFICATIONS, NOMINATION AND ELECTION OF OFFICERS

Section A. Qualifications

Any voting member of the Council shall be eligible to hold any office.

Section B. Nominations

~~Nominations shall be made from the floor or in writing at least 30 days prior to the election of officers.~~ *Nominations shall be made at least 30 days prior to the election of officers. They may be made from the floor at a previous meeting, or in written communication.*

Section C. Election

The election of officers will be by majority vote of the members. If more than two candidates are competing for an office, and no one receives a majority, a run-off between the top two will be held at the same meeting.

VII

RATIFICATION AND VOTING

Section A. Ratification

This constitution must be approved in its totality by at least two-thirds (2/3) of the attendees

present and voting at one of the regularly scheduled General Education Summits. After approval by the Summit attendees, this constitution must be submitted to the highest level faculty governing body on each campus and to the State Academic Affairs Council and ratified in its totality by two-thirds (2/3) of participating campuses no later than thirty days prior to the next General Education Summit. After consideration and approval by these bodies, this constitution shall become effective immediately.

Section B. Voting

For voting purposes, proposed actions may be introduced by any member of the Council at any regularly scheduled meeting. ~~If any of these actions involve amendments to the constitution, these amendments shall be distributed to all members of the Council at least 30 days before the meeting at which they are to be considered. Amendments must be approved by at least two-thirds (2/3) of the members present and voting of the Council. After approval by the Council, amendments must be submitted to the appropriate governing bodies and approved by two-thirds (2/3) of them. After consideration and approval by these bodies, amendments shall become effective immediately.~~

Section C. Amendments

Amendments to the constitution may be introduced by any member of the Council at any regularly scheduled meeting. Proposed amendments shall be distributed to all members of the Council at least 30 days before the meeting at which they are to be considered. Amendments must be approved by at least two-thirds (2/3) of the members present and voting of the Council. After approval by the Council, amendments must be submitted to the faculty governing bodies in member institutions and approved by two-thirds (2/3) of them. *After consideration and approval by these bodies, amendments shall become effective immediately.*

Effective Date: October 1, 2011

Revised: October 13, 2012

University Senate Curriculum Committee Report
April 1, 2021

I New Course

- BME 460 :Computational Biology
- CSCI 557 :Computer Forensics
- CSCI 567 :Secure Software Engineering
- CSCI 585 :Vulnerability Assessment
- CSCI 587 :Ethical Hacking
- CSCI 589 :Application Layer Security
- CSD 487 :SLPA Practicum
- KIN 340 :esports and healthy gaming

II Course Deactivation

- MATH 400 :Methods for Teaching Middle and Secondary Mathematics; Pedagogical Content Knowledge

III New Program

- UND-BME :BS in Biomedical Engineering
- UND-CSCI :Graduate Certificate: Cyber Security Analyst
- UND-CSCI :Graduate Certificate: Secure Networks
- UND-CSCI :Graduate Certificate: Ethical Hacking

Senate Approval is not required for the following report items

IV Program Changes

- BME-Minor :Biomedical Engineering Minor
- Chem-BSMajor :BS with Major in Chemistry
- CHEM-MS :MS in Chemistry
- CHEM-PhD :PhD in Chemistry
- COUN-MA :MA in Counseling
- CSD-BA :BA with Major in Communication Sciences & Disorders
- UND-A&S :Women and Gender Studies
- WGS-Minor :Minor in Women & Gender Studies

V Course Changes: Undergraduate

- ENGL 415 :Seminar in Literature
- SPRT 320 :Sport Financial Management

VI Course Changes: Graduate

- ACCT 509 :Accounting Information for Decision and Control

- CHEM 519 :Special Topics Chemistry
- CHEM 529 :Special Topics in insertion start insertion start Synthetic Chemistry
- ECON 510 :Time Series Methods & Applications
- EE 601 : Foundations of Cyber Security
- FIN 501 :Managerial Finance

**University Senate Curriculum Committee Report
May 6, 2021**

I New Course

- POLS 309 :American Indian Politics and Contemporary Issues
- NURS 570 :Key Concepts in Pathophysiology, Pharmacology and Physical Assessment for Nurse Educators

II Course Deactivation

- ENGL 418 :Second Language Acquisition
- ENGL 419 :Teaching English as a Second Language
- ECON 414 :Managerial Economics

III New Program

- UND-CSCI :Graduate Certificate: Computer Hacking Forensics

Senate Approval is not required for the following report items

IV Program Changes

- GEOG-BA-EnvirSt :BA with a Major in Environmental Studies
- GEOG-BS-EnvirSt :BS with a Major in Environmental Studies
- Nurs-ND-MS :MS in Nurse Educator
- UND-ENGL :Certificate in Creative Writing
- UND-ENGL :Certificate in Linguistics

V Course Changes: Undergraduate

- CHEM 470 :Thermodynamics & Kinetics
- CHEM 466R – Fundamentals of Physical & Biophysical Chemistry Recitation
- ENGL 408 : Writing for Digital Environments

VI Course Changes: Graduate

- HIST 503 :Advanced Historical Methods insertion start
- EECS 590 :Advanced Topics in Electrical Engineering and Computer Science

Faculty Handbook Policy updates for Senate

McNally, Dustin <dustin.mcnally@und.edu>

Tue 4/20/2021 12:38 PM

To: Legerski, Elizabeth <elizabeth.legerski@und.edu>

📎 3 attachments (83 KB)

Section 1_V3D_External Review Policy (updates 4.20.21).docx; UND Final Exam Policy Approved by FHC 4.20.21.docx; FH Parental Leave Draft Edits (updated 4.20.21).docx;

Liz,

Attached are 3 updates for the Faculty Handbook Committee that was have approved want sent to the Senate. I may have a 4th one on Sick Leaves to add as well if I get it back before tomorrow.

1 – Final Exam Policy – we adjusted the language to clarify that the notice to a chair for an early exam is not required every semester. We also thought that keeping the Notification of the chair is important, and perhaps this reasoning can be shared with the Senate during discussion.

- a. It is a notification, not an approval process for the chair
- b. It is important that the early exam policies not be abused (as references were made in the policy that final exam week is part of the semester calendar as set by the SBHE). Having a notification process is a small step to balance the flexibility in running a course but also allow the dept. to know if it is being abused
- c. Since this policy is written carefully to balance the state board calendar and accreditation issues, we did not want to put in a statement that departments could draft their own policy on any part of it

2- External Reviewer Promotion Policy

- a. A request was made to clarify who the external review policy applies to, with the deans and provost suggesting that the external review does not apply to certain types of faculty. Wording was added to clarify who it applies to. No other changes to the process itself were considered nor made.

3 – Parental Leave Policy

- a. Wording updates were suggested and considered to the committee from lawyers and human resources seeking to update the policy wording, with the examples and table removed and replaced with a suggestion to contact HR and having examples hosted on a webpage by them.
- b. As requested to the committee, the name of the policy was changed from Family Leave to Parental leave to better differentiate this benefit from the Family Medical Leave Act policy

Regards,

-
Dustin McNally
Senior Lecturer
Mechanical Engineering
University of North Dakota
Dustin.McNally@engr.und.edu
Ph: 701-777-4318 || Upson II 160C

Proposed Final Exam Policy

Section III, V, #2. Final Exam Policy

A course's final exam as scheduled by the Registrar during the final exam period is included as part of the required academic year class days under SBHE policy 406.1 *Academic Calendars* and in the approximation of classroom instruction hours for determining course credit hours under federal accreditation standards. A course shall include a final exam or alternative assessment in one of three ways:

1. By administering a traditional final exam during the final exam period. For courses that employ traditional final exams, the final exam must be held as scheduled by the registrars' office or college in consultation with the registrar's office during the final exam period.

2. By requiring an alternative assessment in lieu of a traditional final exam, such as papers, projects, presentations, etc., that is due during the final exam period. For courses that employ an alternative assessment that is due during the final exam week, the due date must be the same as the scheduled exam time.

3. Some courses may have a final graded component, whether an exam or an alternative assessment, that may need to be due before the final exam week. In such a case, this should be noted on the syllabus and the instructor must inform, in writing, the department chair or program director. Subsequent notifications are not required in future semesters for the same course. The department chair or director may follow up with a request for more information to ensure academic quality.

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No student should be obliged to submit three or more final exams or alternative assessments on the same day. If the student has three or more final exams or alternative assessments scheduled to be due the same day, the student wishing to schedule an accommodation should contact the instructor(s), at least one week before the final exam week, to establish a mutually acceptable time to reschedule the due date. If an accommodation cannot be reached, the student should contact the department chair(s) or program director(s) to find a mutually agreeable time. If no agreement is reached, the appropriate dean(s) should be contacted. The final appeal, if no mutually convenient time has been found, will be to the Vice President of Academic Affairs.

Current Final Exam Policy (from 1987)

Section III, V, #2. Final Examination Policy

An examination from which no student is exempt is held at the end of most courses according to the published examination schedule. In all other courses in which alternate evaluation methods and schedules are appropriate, the use of such methods is subject to the recommendation of the departmental faculty and the approval of the dean of the college in which the course is offered. Any change in time from the published schedule requires the recommendation of the chairperson of the department and approval of the dean of the college; any student who would be disadvantaged by such a change should report this in advance to his or her academic dean, who will ensure that satisfactory alternate arrangements will be made by the instructor.

A student who is absent from such a regularly scheduled examination without an excuse considered valid by the instructor is normally given an F for the course. If the excuse is valid, the policy on Incompletes will apply.

However, no undergraduate student should be obliged to write three or more finals on the same day. If the student has three or more finals scheduled the same day, the student wishing an accommodation regarding final exams should contact her or his instructors to establish a mutually acceptable time to reschedule one or more of the exams. Any student request for the rescheduled final exam must be presented to the instructor before the end of the tenth week of the semester; otherwise, the student's rescheduling right is forfeited. If an accommodation cannot be reached, he or she should contact the department chair(s) to find a mutually agreeable time. If no agreement is reached, the appropriate dean(s) should be contacted. The final appeal, if no mutually convenient time has been found, will be to the Vice President of Academic Affairs.

Approved: UND Senate, 12-10-87

Notes for Discussion about changes to the Policy:

- Adjusted time frame for 3 or more exams to be rescheduled to at least one week before finals week, instead of by the 10th week of the semester.
- Removed the policy on automatic failure for missing the exam
- Allows for Alternative Assessments, such as papers, projects, demonstrations, etc.
- Maintains the expectation that exams will be held during the scheduled exam time
- But also allows for courses to have the assessment before final exam week, if needed, such as for classes with project demos or presentations that would not fit within the 2 hours exam time block with notification to the Chair.
- Does not explicitly address asynchronous or fully online scheduled exam times, as that falls under guidance from the Registrar's office.

Current Policy from Faculty Handbook

D. External Reviews

Faculty with research obligations who are seeking promotion and/or tenure will be evaluated in part through an external review process established in Department and College/School guidelines pursuant to the following considerations. The Department and/or College/School is responsible for administering the external review process as established. This external review policy is required for tenure track faculty seeking tenure and promotion, tenured faculty seeking promotion to full Professor, and other faculty who have a research requirement in their job duties. This external review process does not apply for clinical, special appointment, or other faculty without a research responsibility.

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The purpose of external review is to provide evaluation and validation from outside the University of the candidate's record in relation to generally accepted standards held within a particular academic field. The external review process will, at a minimum, be utilized to evaluate a candidate's scholarly record, and may be used to evaluate a candidate's instructional and/or professional service record, or other dimensions of professional activity, as appropriate for the discipline.

The feedback provided by external reviewers must be considered when assessing any promotion and tenure case. The positive, negative, and/or neutral feedback provided in outside letters should be reviewed closely by the departmental promotion and tenure committee, the Department Chair, and the School/College Dean. In addition, the ultimate recommendations provided by external reviewers should be considered in relation to the comments provided.

A participatory process will be used to identify external reviewers, and the final selection of these reviewers should always be conducted at the Department level, working with the candidate, Department members, and the Department Chair. Reviewers should be recognized scholars and/or practicing professionals in their disciplines and should be well-positioned to comment on the candidate's scholarly and/or professional service record. External reviewers should also be individuals who can fairly, objectively, and completely evaluate the candidate's record. Personal friends, former students, or former mentors, and – absent documented rationale – coauthors, are excluded.

Generally, the individuals identified to provide external reviews should be employed at or above the rank into which the candidate is to be promoted. If the candidate is seeking promotion to Associate Professor, then external reviewers can be either Associate or full Professors. If the candidate is seeking promotion to full Professor, then the external reviewers should all be full Professors. In the case of tenure decisions, the individuals identified should be tenured. For external reviews conducted by practicing professionals, the professional's position should be comparable to the rank sought by the candidate.

External reviewers will be asked to provide a letter that summarizes their evaluation of the candidate's scholarly contributions and research productivity, and as appropriate for the discipline, their instructional and/or professional service record. External reviewers should be instructed to refrain from making assessments based on the promotion and tenure standards

developed by their own academic institutions, and to make evaluations based only on the Departmental standards provided.

A candidate may secure additional external review letters, which may be included in promotion and tenure materials as permitted. As in the case for external reviewers secured by Departments, external reviewers secured by the candidate should be individual who can fairly, objectively, and completely evaluate the candidate's record; personal friends, former students, or former mentors, and – absent documented rationale – coauthors, are excluded. External reviewers secured by the candidate also should generally be employed at or above the rank the candidate is seeking. These additional documents, however, cannot be used as substitutes for the letters secured and evaluated as part of the external review process.

To the extent possible under all applicable law, the external review process will be single-blind up to the point that the reviews are made part of the candidate's promotion and tenure materials. The identity of the external reviewers will be known by those individuals who make recommendations or vote as part of promotion and/or tenure decisions

6. Faculty Parental Leave Benefits Policy

Benefited members of the faculty giving birth are entitled to maternity parental leave benefits for the birth and care of their newborn child. Benefitted faculty are eligible for parental leave if they become a parent through childbirth, adoption, or foster placement of a child (as defined by the Family Medical Leave Act). Parental leave benefits shall release the faculty member from all employment-related duties for up to six (6) weeks from the date of delivery or placement. During any portion of those six weeks for which the faculty member is under contract, this benefit consists of a leave with full payment of the faculty member's base salary for that portion of the contract. The faculty parental leave benefit is distinct from any other benefits provided by UND or guaranteed under federal or state law.

Other types of leave may also be available to faculty members for parental leave, including leave under the Family Medical Leave Act (FMLA). Faculty member eligibility for FMLA leave is determined pursuant to the UND FMLA Policy. If the faculty member is eligible for both paid parental leave and FMLA leave, all paid Any faculty member paid parental leave taken under this policy will run concurrently with the FMLA leave. shall count toward the total twelve (12) weeks of leave guaranteed under FMLA. Faculty members should contact Human Resources for more information to determine eligibility for FMLA leave or any other types of leave that may be available for parental leave.

Faculty member eligibility for FMLA leave is determined pursuant to the UND FMLA Policy. Any faculty member paid parental leave taken shall count toward the total twelve (12) weeks of leave guaranteed under FMLA.

If the faculty member is eligible for FMLA, any paid parental leave taken shall count toward the twelve (12) weeks of leave guaranteed under FMLA. Specifically, FMLA leave and paid leave taken under this policy will run concurrently, not cumulatively. If the faculty member is not eligible for FMLA, they are still eligible for parental leave benefits as described by this policy. Application of the parental leave policy shall not diminish such other benefits.

Although not part of the policy, the following illustrations were discussed by the Senate when the policy was reviewed and voted upon.

| Illustrations | | |
|-------------------------------|---------------------|---|
| Length of Contract | Birth Date of Child | Leave Begins |
| 9 months | October 1 | 6 weeks parental leave begins on date of delivery |
| 9 months | May 1 | Parental leave begins on date of delivery and extends to end of contract — May 15 |
| 9 months | August 1 | Parental leave begins on first day of contract — August 16 — and extends until September 12 (6 weeks from August 1) |
| 9 months plus summer contract | — | Parental leave period could extend into summer contract period or begin in summer contract period |
| 9 months | October 1 | Parental leave from October 1 to November 12— Mother's medical condition prevents return to work— sick leave benefit (if available, short term up to 13.5 days at 100% pay, then long term for up to 5 months at 75% pay, contingent on appropriate approval) begins on November 12 |

Commented [WH1]: Our suggestion is to remove this entire section from the faculty handbook, but incorporate it into a faculty leave guide that would live on the VPAA website.

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| | | |
|----------------------|-----------------------|---|
| 9 months- | October 1- | Parental leave from October 1 to November 12- Child's medical condition prevents return to work, or Parent wishes to remain with child after November 12, remaining- federal Family Medical Leave Act benefit (unpaid leave) begins on November 13 for up to 6 weeks, and extends for up to 12 weeks- |
| 9 months- | October 1- | Parental leave from October 1 to November 12- Return to work on November 13 but not assigned responsibility for teaching during that semester- faculty member's assignment of responsibilities for the contract period may be adjusted with full pay without teaching responsibility for all or part of the contract period- |

*2/5/09, Approved by University Senate
3/26/09, Approved by President Kelley*

From <<https://und.policystat.com/policy/8921044/latest/#autoid-rn4ak>>

Clean copy of policy with track changes accepted

6. Faculty **Parental** Leave Benefits Policy

Benefitted faculty are eligible for parental leave if they become a parent through childbirth, adoption, or foster placement of a child. Parental leave benefits shall release the faculty member from all employment-related duties for up to six (6) weeks from the date of delivery or placement. During any portion of those six weeks for which the faculty member is under contract, this benefit consists of a leave with full payment of the faculty member's base salary for that portion of the contract. The faculty **parental** leave benefit is distinct from any other benefits provided by UND or guaranteed under federal or state law.

Other types of leave may also be available to faculty members for parental leave, including leave under the Family Medical Leave Act (FMLA). Faculty member eligibility for FMLA leave is determined pursuant to the UND FMLA Policy. If the faculty member is eligible for both paid parental leave and FMLA leave, all paid faculty parental leave taken under this policy will run concurrently with the FMLA leave. Faculty members should contact Human Resources to determine eligibility for FMLA leave or any other types of leave that may be available for parental leave.

2/5/09, Approved by University Senate

3/26/09, Approved by President Kelley

From <<https://und.policystat.com/policy/8921044/latest/#autoid-rn4ak>>