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

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

CALL TO ORDER (Outgoing Chair Harsell)

AGENDA

1) Announcements/Chair Opening Remarks:
   a. Overview of University Senate Rules & Procedures (Chair Vogeltanz-Holm)

2) Establish Quorum (Secretary Correll)

3) Review and approval of May 5, 2017 minutes located at: [http://und.edu/university-senate/agendas-and-minutes.cfm](http://und.edu/university-senate/agendas-and-minutes.cfm) (All)

4) Senate Executive Committee Report (Chair Vogeltanz-Holm)
   a. SEC action items, May to August SEC meetings
   b. Informational updates: Promotion, Tenure, & Evaluation Committee document*
      Faculty Handbook Committee document
   c. Summary of 8-29-2017 University Council meeting
      *http://und.edu/provost/initiatives/pte-facultyhandbook-draft-feedback-aug2017.cfm

5) Question period

CONSENT CALENDAR:

6) Annual report of the Senate University Curriculum Committee, Sima Noghianian, Past Chair, Senate University Curriculum Committee (attachment #1)

7) Annual report of the Senate Committee on Committees, Ric Ferraro, Past Chair, Senate Committee on Committees (attachment #2)

BUSINESS CALENDAR:

8) Senate Election of Officers (attachment #3):
   Election of a Senate Vice Chair/Chair Elect

9) Election of a faculty representative to a two-year term on the Senate Executive Committee

10) Election of two Senate faculty members to a two-year term each on the Committee on Committees

11) Election of a staff representative to the Senate Executive Committee

12) Election of a student representative to the Senate Executive Committee

13) Proposed changes to the Senate Curriculum Committee, Jeffrey VanLooy, Chair, Senate Curriculum Committee (attachment #4)

The University of North Dakota is an equal opportunity/affirmative action institution.
TO: Dana Harsell, University Senate Chair  
FROM: Sima Noghanian, University Curriculum Committee Chair  
Date: May 25, 2017  

Membership of the University Curriculum Committee:  

<table>
<thead>
<tr>
<th>Voting Members</th>
<th>College</th>
<th>Term Ends</th>
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<tbody>
<tr>
<td>Sima Noghanian</td>
<td>(CEM)</td>
<td>2017</td>
</tr>
<tr>
<td>Matthew Notbohm</td>
<td>(BPA)</td>
<td>2017</td>
</tr>
<tr>
<td>Jeffrey VanLooy</td>
<td>(JDO)</td>
<td>2018</td>
</tr>
<tr>
<td>Ryan Zerr</td>
<td>(A&amp;S; Math/Science, ES)</td>
<td>2018</td>
</tr>
<tr>
<td>Don Poochigian</td>
<td>(A&amp;S; Hum/Fine Arts)</td>
<td>2018</td>
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<tr>
<td>Desiree Tande</td>
<td>(CNPD)</td>
<td>2019</td>
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<td>Katherine Terras</td>
<td>(EHD)</td>
<td>2019</td>
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<tr>
<td>Zachary Lunak</td>
<td>(SMHS)</td>
<td>2019</td>
</tr>
<tr>
<td>Steven Light</td>
<td>VPAA Office</td>
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Student Members:  
Eric Gefroh, Michael Kelsch, Muneeb Hyder  
(two student representatives attended fall meetings, none attended spring meetings)

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

Support Staff:  
Christina Fargo, Office of the Registrar  
Katrina Kriewall, VPAA Office  

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

Fall 2016  
September 1st  
September 8th & 22nd  
October 13th & 27th  
November 10th  
December 8th  

Spring 2017  
January 19th & 26th  
February 9th & 23rd  
March 9th & 23rd  
April 13th & 27th  

1
Summary of Activities of the Committee:

1. Address general curriculum issues of interest to the university
   - Addressed the issue of overlapping courses, and program suspensions. Considering the budget cuts and new budget models, it was discussed how these might affect the decisions on not admitting students in the program that is not suspended yet.

2. Establish guidelines and procedures for course/program changes including new courses and programs
   - Efforts were made to improve communication and enhance the understanding of the review process of course/program changes at the college level. This was a collaborative effort between the VPAA office, Registrar's office and USCC.
     - Visited college curriculum committees including the followings:
       - College of Arts and Sciences
       - College of Engineering and Mines
       - College of Business and Public Administrations
       - School of Law
     - Held Course leaf 101 sessions at the library. 6 sessions were held during October and November 2016.
   - Revisions were made to the UCC website and the CourseLeaf site to be more informative and user friendly. This effort was led by VPAA office and effort of Katrina Kriewall and Christina Fargo.

3. Considered and approved requests for course/program changes and proposals for new courses/programs and forward recommendations to the Senate. UCC reviewed and acted upon the following undergraduate, graduate, and program proposals:

   Program Terminations  6
   Program Suspensions   3
   Program Reactivation  1
   New Academic Programs  5
   Prefix Change         1
   MISC Request          2
   Department Title Changes 3
   Degree Title Change   1
   New Courses           135
   Course Changes        265
   Course Deletions      53
   Program Changes       93
   Total                 568
4. Ensure a University-wide curricular perspective.

- UCC members reviewed all course/program requests with an eye for campus duplication, appropriate pedagogy and appropriate budgetary support from the college.

5. Elected Jeffrey VanLooy (JDO) as UCC Chair for 2017-2018.

6. Recommendations for next academic year:

- Continued efforts to communicate with and help educate faculty, chairs, and program directors on the curriculum approval process and the responsibilities of the department and college in the process.
- Continued and enhanced communication and coordination with the VPAA Office and Registrar’s Office to streamline process, provide timely and informed solutions to curricular issues.
- Clarification and ongoing consideration of roles and responsibilities or UCC members in facilitating outreach, communication, and coordination with faculty, chairs, program directors, and college committees.
- Create broadened opportunities for meaningful discussion of university-wide curricular issues and best practices regarding such issues as course credit for Undergraduate Teaching Assistants and tutoring/peer mentoring.
- Collaboration with other committees and units to develop and codify understanding of appropriate role for UCC in facilitating successful implementation of MIRA.
- It was recommended to prepare a document for new UCC members to help them learn the process of reviewing the items faster.
August 28, 2017

Committee on Committees (CoC) Annual Report

Chair: Ric Ferraro

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

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

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

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

Respectfully submitted,

F. R. Ferraro, Chair
Senate Committee on Committees
Nominations will also be accepted from the floor.

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

Eric Murphy – Associate Professor of Biomedical Sciences
Paul Todhunter – Professor of Geography

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

Mark Jendrysik – Professor of Political Science & Public Administration
Kathy Smart – Associate Professor of Teaching & Learning
Julia Zhao – Professor of Chemistry

Two Representatives on Committee on Committees (2017-2019)

Cheryl Halcrow – Associate Professor of Mathematics
Dana Harsell – Associate Professor of Political Science & Public Administration

Staff Representative on Senate Executive Committee (2017-2018)

Amber Flynn – President, Staff Senate

Student Representative on Senate Executive Committee (2017-2018)

Cole Bachmeier – Student Body President
The USenate Committee on Committees Presents:  
Nominees for USenate Vice-Chair

Senator Eric J. Murphy

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

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

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

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

Senator Paul Todhunter

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

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

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

Senator Mark Stephen Jendrysik

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


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

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

Senator Kathy Smart

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

Senator Julia Zhao

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

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

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

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

Dean of Libraries & Information Resources or a designee (one, non-voting)
Support Staff (one, non-voting)

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

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

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

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

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

University Senate Minutes - November 3, 1966
University Senate Minutes - January 11, 1968, February 8, 1968
University Senate Minutes - October 5, 1972
University Senate Minutes - March 5, 1981
University Senate Minutes - March 4, 1999
University Senate Minutes - October 6, 1988
University Senate Minutes - March 2, 1989
University Senate Minutes - May 2, 1996, May 18, 1996
University Senate Minutes - March 4, 1999
University Senate Minutes – November 7, 2013
University Senate Minutes – April 2, 2015

Revisions Approved by University Senate Curriculum Committee – April 28, 2016