

# University Senate Minutes

Fargo, ND 58105

North Dakota State University

October 8, 2007

The University Senate met at 3:30 p.m. in the Memorial Union North Ballroom with Dr. D. Terbizan presiding and the following senators present: D. Anderson, B. Bahrami, S. Bergeson, W. Bowlin, A. Brown, U. Burghaus, X. Cai, T. Carlson, L. Christianson, M. Christoffers, V. Clark Johnson, D. Comez, G. Cook, J. Coykendall, W. Dai, B. Duncan, T. Esslinger, B. Fier, B. Geeslin, J. Glower, R. Gordon, P. Hansen, A. Hirani, M. Hoag, B. Johnson, K. Katti, M. Kelsch, E. Khan, L. Kreklau, M. Lee, D. Li, J. Martin, K. McCaul, C. McEwen, J. Norris, O. Obadina, R. O'Connor, C. Peterson, R. Pieri, B. Randall, J. Ransom, R. Rathge, D. Redmer, J. Reimnitz, D. Rider, T. Riley, R.C. Schnell, C. Urness, J. Wageman, A. Werremeyer, and D. Wittrock

Substitutions: S. Gajan for D. Andersen, F. Casey for M. Boetel, R. Harrold for K. Grafton, R. Haugen for D. Hauck, J. Sheng for S. Mallik, N. Mueller for E.J. Miller, M. Bauer for J.W. Schroeder, D. Katti for G. Smith

## **Previous Minutes**

MOTION (Cook/Reimnitz): to approve the minutes of the September 10, 2007, meeting as posted. MOTION PASSED WITH UNANIMOUS CONSENT.

## **Consent Agenda**

MOTION (Riley/Cook): to approve the Consent Agenda as posted. Included was a report from the Academic Affairs ([Attachment 1](#)), as well as the following policies for information only from the Policy Coordination committees:

- 1) [Policy 100.2 - Use of Service Animals](#)
- 2) [Policy 147 - Leave Sharing Program](#)
- 3) [Policy 164 - Emergency Procedures](#)
- 4) [Policy 350.1 - Board Regulations on Academic Freedom and Tenure; Academic Appointments](#)
- 5) [Policy 515 - Travel](#)
- 6) [Policy 713 - Records Retention](#)
- 7) [Policy 719 - Audit and Advisory Services](#)
- 8) [Policy 821 - Personnel Activity Confirmations](#)
- 9) [Policy 822 - Employee Activity Confirmations](#)

MOTION PASSED WITH UNANIMOUS CONSENT.

## **General Announcements**

1. *Provost and Vice President for Academic Affairs Schnell:*

Provost Schnell reported the following:

- The homecoming alumni awards dinner recognized the talents and contributions of a number of outstanding alumni.
- Tuition charges for distance education courses across the state are being studied.
- NDSU has the highest full-time equivalent (FTE) enrollment in the state.

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- The University System is exploring common dates and deadlines at NDUS institutions. The proposed common deadlines are ten calendar days for the last day to add and the last day to drop with no record, and ten weeks for the last day to drop (with record). Of these, the only date that differs from NDSU's dates and deadlines is the last day to drop, which currently is at week 14. Brief discussion was held on the rationale for moving the last day to drop up to week ten as proposed by the state.

2. *University Senate President:*

D. Terbizan reported the following:

- The NCAA certification on-site visit is scheduled for October 15-17.
- Policy 190 was pulled from the agenda and sent back to chair of the Research and Consulting Committee for further discussion.

3. *Dance Marathon:*

NDSU student John Foss promoted the upcoming Dance Marathon benefit for the Children's Miracle Network at MeritCare. It is an event commonly held at peer institutions, and is scheduled for December 1, 7 p.m. (15 hour event). The entire campus community is invited and encouraged to participate. The event will include live bands, free food and shirts, and kids' events.

## **Committee Reports**

1. *Academic Affairs Committee* ([Attachment 2](#)):

Carlos Hawley presented an addendum to the Academic Affairs report. MOTION (Cook/Fier): to approve the Academic Affairs addendum as presented.

2. *Policy Coordination Committee:* No report

3. *General Education Committee:* No report

4. *Council of College Faculties:*

T. Barnhardt reported the following:

- The State Board of Higher Education (SBHE) has acknowledged concerns related to promotion, salaries and retirement, and these issues have been incorporated into state-level documentation.
- A committee on professional development has been formed to explore extending opportunities and funding for faculty, particularly at the smaller institutions, to pursue advanced degrees at the state's graduate and research institutions.
- The Board is studying faculty worthiness.
- A P-16 committee has met to discuss issues related to preparedness of in-state students entering colleges and universities.

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- A North Dakota Legislative Interim Committee on Higher Education received consultation from the Chancellor of the University of Maryland on efficiency and effectiveness in higher education.
- Studies show that the state of North Dakota has a highly educated workforce and high graduation rates, but citizens largely are underemployed. The University System is exploring ways to become involved in creating higher paying careers for graduates in the state.
- The SBHE's theme is human capital, and as such, it is seeking ways to leverage capital through the North Dakota University System.

## **Unfinished Business:**

### *1. University Senate Constitution Changes:*

D. Terbizan announced that voting on the proposed changes to the Constitution will open on October 19<sup>th</sup> and will close on November 18<sup>th</sup>.

### *2. University Senate Bylaws Changes:*

D. Terbizan announced that all requested changes have been incorporated into the Bylaws ([Attachment 3](#)). MOTION (Cook/C. Peterson): to approve the University Senate Bylaws changes as posted. The following senators or their substitutes voted aye: D. Andersen, B. Bahrami, S. Bergeson, M. Boetel, W. Bowlin, U. Burghaus, X. Cai, T. Carlson, L. Christianson, M. Christoffers, D. Comez, G. Cook, J. Coykendall, W. Dai, B. Duncan, T. Esslinger, B. Geeslin, J. Glower, R. Gordon, P. Hansen, A. Hirani, M. Hoag, B. Johnson, K. Katti, M. Kelsch, E. Khan, M. Lee, D. Li, S. Mallik, J. Martin, E. John Miller, J. Norris, R. O'Connor, B. Randall, J. Ransom, R. Rathge, D. Rider, J.W. Schroeder, C. Urness, J. Wageman, A. Werremeyer, V. Clark Johnson, K. Grafton, D. Hauck, C. Peterson, T. Riley, G. Smith, D. Wittrock, R. Craig Schnell, D. Anderson, A. Brown, B. Fier, L. Kreklau, C. McEwen, O. Obadina, J. Reimnitz. MOTION PASSED WITH UNANIMOUS CONSENT.

### *3. Confirmation of Summer 2007 graduates:*

MOTION (Cook/Fier): to approve the graduates of summer 2007 ([Attachment 4](#)). MOTION PASSED WITH UNANIMOUS CONSENT.

## **Adjournment:**

The meeting adjourned at 4:05 p.m.

Submitted,

Kristi Wold-McCormick, Ph.D.  
Secretary

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Attachment 1

## Academic Affairs Committee

### Approved Curricular Recommendations

<b>New Courses</b>							
<b>Dept.</b>	<b>No.</b>	<b>Title</b>					<b>Crs.</b>
HNES	108	Tae Kwon Do I					1
<b>Course Deletions</b>							
HNES	210*	Human Sexuality					3
HNES	212*	Psychological Aspects of Drug Use and Abuse					3
HPER	200	Introduction to Parks and Recreation					2
<b>Changes in Course Prefix, Number, Title, and Credits</b>							
<b>Dept.</b>	<b>No.</b>	<b>From</b>	<b>Crs.</b>	<b>Dept.</b>	<b>No.</b>	<b>To</b>	<b>Crs.</b>
CSCI	159	Computer Science Problem Solving	2-3	CSCI	159	Computer Science Problem Solving	3
MUSC	141	Symphonic Literature	2	MUSC	<i>441/641</i>	Symphonic Literature	2
MUSC	142	Operatic Literature	2	MUSC	<i>442/642</i>	<i>Opera Literature</i>	2
MUSC	143	Keyboard Literature	2	MUSC	<i>443/643</i>	Keyboard Literature	2
NUTR	240	Principles of Nutrition	3	<i>HNES</i>	<i>200</i>	Principles of Nutrition	3

\*Deletion of course cross-listing with HNES. These courses will continue to be offered under the prefix of PSYC.

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Attachment 2

## Academic Affairs Committee Addendum to October 8, 2007, University Senate Agenda

### Approved Curricular Recommendations

<b>New Courses</b>			
<b>Dept.</b>	<b>No.</b>	<b>Title</b>	<b>Crs.</b>
ARSC	362	Colts in Training	2
CLS	300	Phlebotomy and Specimen Collection	2
HNES	109	Beginning Aikido	1
HNES	121	Intermediate Aikido	1
HNES	125	Tai Chi II	1
HNES	142	Yoga II	1
MUSC	304	University Symphony Orchestra	1
PHRM	125	Medical Terminology for Health Professionals	1
SAFE	401/601	Food Safety Information & Flow of Food	1
SAFE	402/602	Foodborne Hazards	1
SAFE	403/603	Food Safety Risk Assessment	1
SAFE	404/604	Epidemiology of Foodborne Illness	1
SAFE	405/605	Costs of Food Safety	1
SAFE	406/606	Food Safety Crisis Communication	1
SAFE	407/607	Food Safety Risk Management	1
SAFE	408/608	Food Safety Regulatory Issues	1
SAFE	409/609	Food Safety Risk Communication & Education	1
SOIL	721	Environmental Field Instrumentation and Sampling	2
SOIL	733	Modeling Environmental Fate and Transport	2
<b>Course Deletions</b>			
ADFH	382	Women in Management	3
CFS	431/631	Food Unit Operations Laboratory	1
HNES	121	Swimming II	1
HNES	125	Folk and Square Dance	1
HNES	230	Sports Officiating	1
SAFE	450/650	Food Safety for the Food Industry & Consumers	3
SAFE	464/664	Etiology of Foodborne Illness	3

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<b>Changes in Course Prefix and Title</b>							
<b>Dept.</b>	<b>No.</b>	<b>From</b>	<b>Crs.</b>	<b>Dept.</b>	<b>No.</b>	<b>To</b>	<b>Crs.</b>
HNES	170	Introduction to Human Performance and Fitness	2	HNES	170	<i>Introduction to Exercise Science</i>	2
HPER	100	Concepts of Fitness and Wellness	2	<i>HNES</i>	100	Concepts of Fitness and Wellness	2
HPER	217	Personal and Community Health	3	<i>HNES</i>	217	Personal and Community Health	3

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## BYLAWS

As approved by the University Senate with Amendments

### PART I. GENERAL

#### Section 1.

These bylaws are adopted by the Senate in order to carry out its responsibilities as defined in the Constitution.

#### Section 2.

Recognizing a need for basic responsibility and accountability, provision has been made for permanent members, elected faculty members, staff representatives, and elected student members in the Senate so that each group may be involved in the legislative process of the Senate.

### PART II. DEFINITIONS

#### Section 1. Students

A student is defined as any undergraduate or graduate student who is classified as a full-time student by the University Registrar.

#### Section 2. Staff

Staff are defined as individuals in non-administrative positions covered by the North Dakota University System Broadbanding System.

#### Section 3. Representation Units

The words representation unit shall be used in these Bylaws to refer to the following named colleges and schools and any other equivalent academic units as determined by a 2/3 vote of the Senate:

College of Agriculture, Food Systems, and Natural Resources

College of Arts, Humanities, and Social Sciences

College of Business ~~Administration~~

College of Engineering and Architecture

College of Human Development and Education

College of Pharmacy, Nursing, and Allied Sciences

College of Science and Mathematics

College of University Studies

College of Graduate and Interdisciplinary Studies School

#### Section 4. Graduate School

The Graduate School operates as a separate academic unit with administrative procedures developed by the ~~Graduate Dean~~ Dean of Graduate and Interdisciplinary Studies. There will be a Graduate Council that will consult with and advise the ~~Graduate Dean~~ Dean of Graduate and Interdisciplinary Studies. The make up of the Graduate Council will be determined by the graduate faculty of the University in consultation with the ~~Graduate Dean~~ Dean of Graduate and Interdisciplinary Studies.

### PART III. ELECTED FACULTY MEMBERS OF THE SENATE

#### Section 1. Formula for Number of Senators

Each representation unit (except the College of University Studies and College of Graduate and Interdisciplinary Studies ~~Graduate School~~) shall have one elected senator for every ten full-time faculty members, or major fraction thereof, assigned to the Fargo campus as of October 1 of each year. Faculty members in the Agricultural Experiment Station and the NDSU Extension Service shall be counted in and vote with their assigned representation unit. A listing of all faculty members, along with the number of senators assigned to each college, shall be prepared by the President's

Office, approved by the University President, and sent to the dean of each college prior to October 15 of each year.

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## Section 2. Procedure

The University President shall stagger Senate terms so that approximately 1/3 of the senators from each representation unit are elected each year. For the purpose of determining the number of senators and for the purpose of voting, administrative officers shall be counted with the college that includes their major field of academic training and responsibility, except that permanent members of the Senate shall not be counted for the purpose of determining the number of senators. Faculty members on leave shall not be counted, but their replacements shall be counted.

## Section 3. Number of Faculty Senators

When necessary, the University President shall adjust the ratio of senators to faculty members as mentioned in Section 1 so that the total number of elected senators shall be maintained as close to forty-five as possible.

## Section 4. Beginning of Term

The term of office for a senator shall begin on the Tuesday following the second Monday in May.

## Section 5. Election Procedure

Each of the representation units (except the College of University Studies and College of Graduate and Interdisciplinary Studies~~Graduate School~~) shall hold a meeting to elect, by written or secure electronic ballot, the necessary senators prior to March 15 of each year. Nominations shall be made from the floor and shall continue until there are at least twice as many candidates for election as there are Senate positions to be filled. Voting shall continue until one candidate for each position receives a majority of the votes of those voting. At the time of the election, each representation unit (except the College of University Studies and College of Graduate and Interdisciplinary Studies~~Graduate School~~) shall select, by written or secure electronic ballot, one of its senators, either previously elected or newly elected, to serve as a member of the Executive Committee for the following year. The representation unit of the ~~presiding officer~~President shall elect a representative from among its senators to the Executive Committee for the term of the ~~presiding officer~~President.

## Section 6. Length of Term

The term of office of an elected faculty senator shall be three years unless a shorter term has been established prior to the election by the President in the exercise of responsibility under PART III, Section 2.

## Section 7. Term Limitation

A period of at least nine months shall elapse before a senator may be re-elected.

## PART IV. ADMINISTRATIVE MEMBERSHIP

Permanent members of the Senate shall be the following:

1. President of the University
2. Provost ~~and~~ Vice-President for Academic Affairs
3. Dean of each College
4. Dean of the ~~Graduate School~~Libraries
5. Director of the NDSU Extension Service

## PART V. STUDENT MEMBERSHIP

### Section 1. Election of Student Members

Student members of the Senate shall be elected by the Student Government in a manner prescribed by that body and shall have the full rights of elected senators in Senate matters except the right to serve as committee chair.

### Section 2. Number of Student Members

Student membership to the Senate shall be limited to members at large to make a total of ten students and the student body president.

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## Section 3. Student Committee Members

At the appropriate time, the ~~presiding officer~~President of the Senate shall request from the student body president the names of those students who will serve on Senate committees and of those who have been selected to serve in the Senate. In the event of subsequent vacancies on the Senate and/or Senate Committees, the ~~presiding officer~~President shall request replacements from the student body president. Student members of Senate committees shall be selected by the Student Government in a manner prescribed by that body.

## PART VI. STAFF MEMBERSHIP

### Section 1. Election of Staff Members

The Staff Senate shall select four staff representatives to represent the staff on the University Senate. The four staff representatives shall be selected in a manner prescribed by the Staff Senate, but one shall be the Staff Senate President.

### Section 2. Staff Members

Staff representatives shall have the full rights of elected senators in Senate matters, including the right to serve as committee chair.

## PART VII. ORGANIZATION AND RULES OF SENATE OPERATION

### Section 1. Succession to ~~Presiding Officer~~President

1. The ~~presiding officer~~President-elect shall become the ~~presiding officer~~President of the Senate for a one-year term after the completion of his/her term as ~~presiding officer~~President-elect. The ~~presiding officer~~President will no longer represent his or her unit during the year of office but will serve as representative of the faculty as a whole.

2. As of September 12, 2005, the Presiding Officer and the Presiding Officer-Elect will be referred to as the President and President-elect.

### Section 2. Duties of ~~Presiding Officer~~President

Duties of the ~~presiding officer~~President shall include the following:

1. Preside at all meetings of the Senate.
2. Coordinate the dissemination of information relating to Senate activities to the administration, faculty, staff, and student body.
3. Serve as chair of the Executive Committee.
4. Represent the University Senate on the Program Review Committee and various administrative councils.
5. Recommend a parliamentarian.
6. Provide the Secretary of the Senate and the incoming ~~presiding officer~~President with an Annual Report summarizing the Senate activities for the preceding year.

### Section 3. Election of ~~Presiding Officer~~President-Elect

The ~~presiding officer~~President-elect shall be elected for a one-year term by the Senate from the elected membership with at least one year of Senate membership remaining at the regular May meeting of the Senate.

### Section 4. Duties of ~~Presiding Officer~~President-Elect

Duties of the ~~presiding officer~~President-elect shall include the following:

1. Assist the ~~presiding officer~~President in executing the duties of the office.
2. Preside at the meetings of the Senate in the absence of the ~~presiding officer~~President.
3. Serve as chair of the Executive Committee in the absence of the ~~presiding officer~~President.
4. Represent the University Senate on various administrative councils in the absence of the ~~presiding officer~~President.
5. Represent the University Senate on the Policy Coordination Committee.

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## Section 5. Secretary of Senate

The University Registrar shall be the secretary of the Senate. The duties of the secretary shall include the following:

1. Acquire the agenda and related attachments, if any, from the ~~presiding officer~~President, then prepare and disseminate according to PART VII, Section 10, University Senate Bylaws.
2. Maintain a current roster of senators and record attendance to confirm a quorum of voting members.
3. Collect and read the member substitution authorizations at the meeting.
4. Record, prepare, and disseminate meeting minutes according to PART VII, Section 12, University Senate Bylaws.
5. Schedule a room for the regularly scheduled meetings.
6. Maintain a permanent record (~~on microfiche~~) of University Senate minutes.
7. Maintain a permanent file of annual reports submitted by the ~~presiding officer~~President and chairs of University Senate committees (PART VIII, Section 3, University Senate Bylaws).
8. Following approval of revisions to the University Senate Constitution and Bylaws, prepare the updated version for distribution. ~~Maintain a limited supply of supplementary copies.~~
9. Retain a file of each preceding version of the Constitution and Bylaws.
10. Maintain the necessary records of standing committee membership and monitor the provisions of PART VIII, Section 6, University Senate Bylaws.

## Section 6. Meetings of the Senate

Regular meetings of the Senate shall be held at 3:30 p.m. on the second Monday of each month of the academic year. The meetings will be held the third Monday of the month if the second Monday is a University or state holiday, or if University classes are not in session at least one week prior to the second Monday of the month. Special meetings may be called by the ~~presiding officer~~President, the Executive Committee, or on petition of one-third of the membership on the Senate.

## Section 7. Open Meetings

Non-Senate faculty, ~~staff~~, and students may attend Senate meetings but shall not vote or make motions. Such Faculty, ~~staff~~, and students may be invited by the Senate on matters under consideration.

## Section 8. Substitutes for Members

A ~~faculty, staff, or student~~ Senate member who is unable to attend a meeting of the Senate may designate any non-Senate faculty, ~~staff~~, ~~member~~ or student, ~~respectively~~, to take his/her place at that meeting with all the rights and privileges of the senator. The senator's signed notification of the substitution shall be presented to the secretary of the Senate prior to the start of the meeting, and the Senate when assembled shall be notified of the substitution.

## Section 9. Parliamentary Rules

Senate meetings, unless otherwise stated elsewhere in these Bylaws, shall be conducted under *Robert's Rules of Order Newly Revised*. At the first meeting of the Senate in September of each year, the Senate shall confirm the appointment of a person not on the Senate to serve as parliamentarian. Whenever doubt arises on questions of procedure, the ~~presiding officer~~President or a senator may ask the parliamentarian for a ruling.

## Section 10. Agenda

The agenda for each regular meeting shall be prepared by the secretary of the Senate and ~~distributed to faculty, staff representatives, and student members of the Senate, as well as the student newspaper and the University Archives in the North Dakota State University Libraries posted to the Senate website~~ one week before each meeting ~~and an announcement with links sent to the faculty, staff, and student e-mail lists~~. Items may be placed on the agenda by any member of the Senate. The consent agenda shall consist of any routine or non-controversial matters the Executive Committee or Senate President (~~presiding officer~~President) adds to the consent agenda. When matters on the consent agenda are called up, they may be considered in gross or without debate or amendment. If one or more senators object to an item on the consent agenda, then it will be removed from the consent agenda to be

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restored to the ordinary process by which it is placed in line of consideration on the regular agenda. The order of business for a Senate meeting shall be as follows:

1. Approval of the minutes of the previous meeting
2. Announcements
3. Consent Agenda
4. Committee reports
5. Unfinished business
6. New business
7. Adjournment

## Section 11. Quorum

In order to conduct business, a quorum of at least sixty percent of the total voting membership of the Senate shall be present.

## Section 12. Minutes of Meetings

The minutes of the meeting, including a summary of the discussion of committee reports, shall be ~~distributed to the University Archives in the North Dakota State University Libraries, the Student Government, through the Office of the Student Body President, and to all the faculty and staff representatives and Staff Senate officers posted to the Senate website~~ by the secretary within one week after the meeting and an announcement with links sent to the faculty, staff, and student e-mail lists; a permanent copy shall be maintained in the office of the secretary and in the University Archives.

## Section 13. Vacant Membership

A member of the Senate who does not or is unable to participate may be replaced by a two-thirds vote of the Senate. The vacancy may be filled with a new senator to complete the unexpired term according to procedures prescribed in PART III, Section 5 for faculty; PART V, Section 1 for student; and PART VI, Section 1 for staff vacancies.

## PART VIII. SENATE COMMITTEES: GENERAL

### Section 1. Committee Types

Faculty committees of the Senate shall consist of two types: standing and special.

### Section 2. Senate Confirmation

The Senate shall confirm the membership of all Senate committees with the exception of the Executive Committee, the Standing Committee on Faculty Rights, and the Graduate Council.

### Section 3. Committee Rules of Conduct

In general, the committees and subcommittees shall determine their own operational rules, excepting that meetings shall be open to the faculty, staff, and students and that a majority of the members must be present in order to transact business. Each committee will keep such records as necessary to conduct its business.

Following the May Senate meeting every Senate committee will submit to the ~~presiding officer~~ President a written summary of its year's work. The ~~presiding officer~~ President will submit an annual report to the Senate at its September meeting. After approval by the Senate, the annual report will be placed on permanent file in the University Archives ~~in the North Dakota State University Libraries~~ and with the secretary of the Senate.

### Section 4. Membership Eligibility

Unless specifically excluded in the descriptions of standing committees included in PART VIII of the Bylaws, all members of the faculty, staff, as defined in PART II, Section 2 and students as defined in PART II, Section 1, are eligible for committee membership. The chair of each committee will be selected by the committee and need not be a senator.

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## Section 5. Membership Appointment

Representation units shall be represented by one member on each standing committee. Members of the standing committees will be appointed by the representation units in a manner to be determined by each prior to September. In September, the ~~Presiding Officer~~President shall appoint a Senate liaison person for each standing committee with the exception of the Standing Committee on Faculty Rights, the Academic Affairs Committee, the Academic Integrity Committee, and the Graduate Council. Terms of office for committee membership shall be for one year. At its initial meeting in September, each committee shall elect a chair-elect who will become chair commencing the following May. The name of this person shall be forwarded to the ~~Presiding Officer~~President. Should there be an unanticipated vacancy in the chair's position, the Senate liaison shall call a meeting prior to the next Senate meeting for the purpose of electing a chair. The name of the new chair shall be forwarded to the ~~Presiding Officer~~President.

## Section 6. Membership Limitation

Continuous membership on any one Senate committee is limited to four years unless specified otherwise in the Bylaws. No faculty or student member shall serve on more than three Senate standing committees nor be chair of more than one Senate committee at any one time. The Executive Committee shall enforce the provisions of this section. In the event the bylaws call for a faculty member with the rank of associate or full professor to serve on a committee, and a representation unit does not have a faculty member with such rank who is able to serve on the committee, the representation unit may select an assistant professor to so serve. In the event the Senate liaison person is a member of the committee to which he is elected by the Executive Committee, the Senate liaison person will serve in a dual capacity but have only one vote on the committee.

The Senate liaison person shall not serve as chair of the committee. The chair of all Senate standing committees shall have rank of full or associate professor unless otherwise noted in the bylaws.

## Section 7. Senate Review

All Senate committee action is subject to review by the Senate.

## Section 8. University-Wide Committees

University-wide committees appointed by the University President or the University Senate shall submit summaries of their work to the Senate yearly and their status will be reviewed every three years. Exceptions are the Honorary Degree Committee and all committees having a term of less than one year.

## PART IX. SENATE COMMITTEES: STANDING

### Section 1. Membership Confirmation

Membership of Senate standing committees shall be confirmed at the regular Senate meeting in May.

### Section 2. Purpose

The standing committees, provided for in PART IX, shall be maintained to carry out the responsibilities of the faculty delegated to the Senate.

### Section 3. Executive Committee

1. Membership shall consist of one senator ~~elected by from~~ each representation unit (except the College of University Studies ~~and College of Graduate and Interdisciplinary Studies and the Graduate School~~), the ~~Presiding Officer~~President, the immediate Past ~~Presiding Officer~~President, the ~~Presiding Officer~~President-Elect, the Provost/~~and~~Vice-President for Academic Affairs, ~~the Dean of the College of Graduate and Interdisciplinary Studies~~, the Staff Senate president, the student body president, and one of the three Council of College Faculties representatives. The ~~Presiding Officer~~President-Elect shall be an ~~non-voting, ex-officio~~ex-officio (non-voting) member unless elected to the Executive Committee by his/her representative unit. The Council of College Faculties representative will be appointed by the ~~Presiding Officer~~President in September to serve a ~~one-year~~one-year, ~~non-voting, ex-officio~~ex-officio (non-voting) term on the committee. In the event the immediate Past ~~Presiding Officer~~President is unable or unwilling to serve, the ~~President~~ will appoint another past ~~Presiding Officer~~President as a replacement for the immediate Past ~~Presiding Officer~~President on the committee. The Past ~~Presiding Officer~~President, or his or her replacement, will serve as chair of an ad-hoc Bylaws committee should one be required.

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2. The term of office shall be for one year following the regular May meeting. PART III, Section 5, permits a member to be re-elected during that member's term as senator.
3. During the first week of the new Senate term, the Executive Committee shall meet and organize for the following year.
4. Committee responsibilities are the following:
  - a. Expedite Senate functions by receiving all problems referred by members of the faculty, administration, or student body; by assigning problems to Senate committees; and by reviewing periodically the progress of these committees.
  - b. Serve in a liaison capacity regarding the University Senate, administration, Staff Senate, and Student Senate.
  - c. Interpret, when necessary, provisions of the University Senate Constitution and Bylaws.

## Section 4. Standing Committee on Faculty Rights

1. Membership, responsibilities, and procedures are determined by directives of the North Dakota State Board of Higher Education.
2. The Standing Committee on Faculty Rights shall consist of five members, preferably from different representation units, elected for a five-year period by members of the faculty. Membership shall consist of non-administrative, tenured faculty with the rank of professor. If no full professor exists or is available, an associate professor may be elected. The Senate Executive Committee shall hold an election during spring semester of each year to select replacements for five-year terms beginning with the next fall semester. The Standing Committee on Faculty Rights shall elect its own chair from within its membership. In the event a member of the committee recuses himself/herself from the committee in a particular case or is recused by committee vote, the committee will appoint a replacement, preferably a prior member of the committee.

## Section 5. Faculty Personnel Committee

1. Membership shall consist of one ~~elected~~ faculty member, with the rank of associate or full professor, from each of the representation units (except the College of University Studies and the ~~C Graduate School~~ College of Graduate and Interdisciplinary Studies) and the Senate liaison person.
2. Committee responsibilities are the following:
  - a. Study current policies and procedures relating to faculty personnel issues such as academic freedom, fringe benefits, retirement, promotion, tenure, and evaluation.
  - b. Review periodically and recommend revision of the personnel sections of the Faculty Handbook containing all current directives of the North Dakota State Board of Higher Education concerning personnel issues for the faculty.
3. The Committee shall provide a yearly summary of its activities to the Senate.

## Section 6. Teaching and Professional Service Committee

1. Membership shall consist of one faculty member, with the rank of associate or full professor, from each of the representation units (except the College of University Studies) and the Senate liaison person.
2. Committee responsibilities are the following:
  - a. Study current policies and procedures relating to faculty teaching and service issues such as advising, grading, academic responsibility, and conduct.
  - b. Review periodically and recommend revision of the teaching and professional service sections of the Faculty Handbook containing all current directives of the North Dakota State Board of Higher Education concerning teaching and professional service issues for the faculty.
  - c. Promote use of valid and reliable procedures by schools and colleges to evaluate teaching.
3. The Committee shall provide a yearly summary of its activities to the Senate.

## Section 7. Research and Consulting Committee

1. Membership shall consist of appointed and permanent members. The Vice President for Research, Creative Activities, & Technology Transfer will make one appointment for a ~~three-year~~ three-year term from each of the representation units except the College of University Studies ~~and the Graduate School~~. Approximately one third of appointed membership will rotate each year, beginning September 1. Permanent members include several voting and several ex-officio (non-voting) representatives. Permanent voting members shall include the Assistant/Associate Vice President for Sponsored Programs Administration, who will act as Chair, the Director of the Agricultural Experiment Station, and the Director of Technology Transfer and Research Foundation. Ex-officio (non-voting)

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members include the Vice President for Research, Creative Activities, and Technology Transfer; the Director of Restricted Fund Accounting; a staff member from Sponsored Programs Administration (who acts as program coordinator); the Dean of Graduate and Interdisciplinary Studies; and the Senate liaison. This totals 10 voting members and 4-5 ex-officio (non voting) members.

2. Committee responsibilities are the following:

a. Review policies related to University research and consulting issues and make recommendations for consideration by the University Senate.

b. Review research development programs and provide technical and funding reviews for faculty proposals submitted to the development programs.

c. Review periodically and recommend revision of the research and consulting sections of the Faculty Handbook containing all current directives of the University and all directives of the North Dakota State Board of Higher Education.

3. The Committee shall provide a yearly summary of its activities to the Senate.

## Section 8. Faculty Development Committee

1. Membership shall consist of one faculty member from each of the representation units (except the College of University Studies), the Senate liaison person, a representative from the Division of Student Affairs, and the Provost/Vice-President for Academic Affairs.

2. Committee responsibilities are to encourage faculty development through organizing faculty development workshops, providing supplemental funds for developmental leaves, and administering faculty development small grants programs. The committee also will oversee two standing subcommittees, the Faculty Lectureship and Cooperative Sponsorship committees, which will carry out certain responsibilities of the committee. Subcommittee members will be appointed by the chair with the approval of the committee.

3. The Committee shall provide a yearly summary of its activities to the Senate, but routine conduct of its business as previously described shall not need Senate approval.

## Section 9. Academic Integrity Committee

1. Members shall be appointed by the University Senate Executive Committee. Membership shall consist of non-administrative, tenured faculty with the rank of professor from each of the representation units (except the College of University Studies). If no full professor exists or is available, an associate professor may be appointed. The Committee shall have staggered three-year terms and annually shall appoint a chair from among its membership.

2. The purpose of the committee is to provide investigative assistance to the University community on cases involving academic misconduct. If a member of the Committee on Academic Integrity feels that a conflict of interest in a particular case may occur, this person shall be excused. The Executive Committee will provide a substitute.

3. Upon receipt of the findings of an inquiry, the Committee on Academic Integrity shall select a panel of three persons competent to investigate the allegations. Because of the specialized nature of the evidence to be investigated, as well as the gravity of the charges, the panel may consist of one or more members chosen from outside the University. Every effort should be made to include a peer with similar rank to the accused.

## Section 10. Academic Affairs Committee

1. Membership shall consist of one faculty member, with the rank of associate or full professor, from each of the representation units (except the College of University Studies), two students, the Provost and Vice-President for Academic Affairs, and the University Registrar. The Chair of the Academic Affairs Committee will serve as a liaison to the University Senate Executive Committee.

2. Committee responsibilities are the following:

a. Coordinate and recommend actions on the proposals for curriculum and course changes received from the colleges and schools including the Graduate School/College of Graduate and Interdisciplinary Studies.

b. Recommend policies for the evaluation of transfer credits.

c. Recommend policies and candidates for graduation.

d. Recommend candidates for graduation.

e. Recommend scheduling policies to provide for efficient utilization of classrooms and laboratories.

3. The Committee shall provide a yearly summary of its activities to the Senate.

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## Section 11. General Education Committee

1. Membership shall consist of one ~~tenured~~ faculty member from each of the representation units (except the College of University Studies and the ~~College of Graduate and Interdisciplinary Studies~~~~Graduate School~~), ~~the Senate liaison person~~, two students, one representative ~~each~~ from the ~~University Assessment Committee~~, the Division of Student Affairs, and one representative from the NDSU Libraries.

~~Liaisons from the Deans, the University Registrar, and the Associate Registrar will serve as ex-officio members. The Provost/Vice-President of Academic Affairs' representative will serve as chair and an ex-officio representative and pending confirmation by the committee will serve as chair and Senate Liaison. The chair must be a tenured faculty member who has previous experience on the Committee and holds the rank of associate or full professor. Ex-officio representatives may vote on student petitions and matters of committee governance. The following offices will each have an ex-officio and non-voting representative on the committee: University Assessment Committee, the Provost, and Vice President for Academic Affairs, and the University Registrar.~~

2. Committee responsibilities are the following:

- a. Ensure that all existing courses or experiences, subsequently approved to meet general education requirements, include evidence that they are consistent with the University's mission and that they help students attain ~~one or~~ ~~more~~~~two~~ of the General Education Intended Student Outcomes.
  - b. Develop criteria and procedures for submitting, evaluating, and approving courses or experiences that meet NDSU general education requirements and the general education guidelines of the North Central Accreditation Association.
  - c. Develop criteria and procedures for submitting, evaluating, and approving courses or experiences that meet the general education requirements for integration into students' curricula.
  - d. Coordinate and recommend actions to the Senate on proposals for approving general education courses.
  - e. Provide periodic assessment of students' attainment of intended student outcomes in general education.
  - f. Study, coordinate, and recommend policies and procedures for continuing improvement in general education.
3. All courses approved by the committee shall be reviewed by the committee every five years. Recommendations on reviewed courses will be forwarded to the Senate for action.
4. The Committee shall provide a yearly summary of its activities to the Senate.

## Section 12. University Assessment Committee

1. Membership shall consist of one ~~elected~~ member from each of the representation units (except the College of University Studies), the Senate liaison person, the Provost ~~and~~ Vice President for Academic Affairs (non-voting, ex officio), one undergraduate and one graduate student, a representative from the General Education Committee, a representative from the Division of Student Affairs, a representative of the NDSU Extension Service, a representative from the Division of Distance and Continuing Education, the Director of the Office of Institutional Research and Analysis, and the Director of the Office of Accreditation and Assessment.

2. Committee responsibilities are the following:

- a. Periodically review the assessment of student learning in the university's undergraduate and graduate programs.
- b. Develop procedures for the annual reporting of assessment activities by departments and other academic units.
- c. Provide feedback and assistance to departments and other academic units on their assessment activities.
- d. Provide a yearly summary of assessment activities to the Provost ~~and~~ Vice President for Academic Affairs, the Office of Institutional Research and Analysis, the Office of Accreditation and Assessment, and the Senate.

## Section 13. Program Review Committee

1. Membership shall consist of one faculty member, with the rank of associate or full professor, from each of the representation units (except the College of University Studies), the ~~Presiding Officer~~ President of the University Senate, who will serve as the Senate liaison person, two students, the Dean ~~of of the College of Graduate and Interdisciplinary Studies~~~~Graduate Studies~~, and the Provost ~~and~~ Vice-President for Academic Affairs. An alternate member, preferably tenured, will also be designated from each unit represented.

2. Committee responsibilities are the following:

- a. Develop criteria and procedures for review of academic programs.

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- b. Perform a continuing review of the University's academic graduate and undergraduate programs with regard to such factors as mission, need, quality, cost, and contribution to other programs.
- c. Address concerns regarding duplication of programs and courses.
- d. Recommend policies for levels of University support to the various programs.
3. The Committee shall consider coordinating the time of and use of external program reviews by accrediting agencies and/or other expert evaluators in its review of specific academic programs.
4. The committee shall provide a yearly summary of its activities to the Senate. Recommendations for program elimination shall be subject to Senate review.

## Section 14. Library Committee

1. Membership shall consist of one faculty member from each of the representation units (except the College of University Studies), the Senate liaison person, two students, a representative from the Staff Senate, a representative from Information Technology Services, and the ~~Director of the NDSU~~ Dean of Libraries.
2. Committee responsibilities are to formulate policy recommendations for the NDSU Libraries relating to areas such as general operations, interlibrary loans, borrowing privileges, periodicals, acquisitions, media, data bases, electronic, and other services.
3. The Committee shall provide a yearly summary of its activities to the Senate.

## Section 15. Campus Space and Facilities Committee

1. Membership shall consist of one faculty member from each of the representation units (except the College of University Studies), the Senate liaison person, one member appointed by the Staff Senate, one member appointed by the Student Senate, the Provost ~~and~~ Vice-President for Academic Affairs, and the Vice-President for Business and Finance who shall serve as chair. Ex-officio ~~and~~ (non-voting) members include the Director of ~~the Physical Plant~~ Facilities Management, Chair of the Department of Architecture, the Assistant to the Director of the North Dakota Agricultural Experiment Station, Associate Director of Student Academic Affairs, and the Campus Police/Security Chief.
2. The Campus Space and Facilities Committee is responsible for providing campus-wide representation in decisions that relate to the campus physical environment. Committee responsibilities are the following:
  - a. Provide for the systematic development and review of the Campus Master Plan and Guidelines for Campus Development.
  - b. Recommend policies and procedures to meet the current and future needs for all physical facilities and to review changes in University space allocation.
  - c. Review proposed building projects and major building renovations prior to submission to the President of the University and presentation to the State Board of Higher Education and Legislature.
  - d. Recommend policies for site location for new buildings and for overall landscaping.
  - e. Recommend traffic and parking regulations, to include cars, buses, bicycles, and pedestrians.
  - f. Recommend plans for sidewalks, streets, and parking lots.
3. The Committee is required to meet at least once each semester. The Committee shall provide a yearly summary of its activities to the Senate.

## Section 16. University Athletics Committee

1. The University Athletics Committee serves as the North Dakota State University Athletics Advisory Board as described in the constitution of the National Collegiate Athletic Association (NCAA).
2. Membership shall consist of one faculty member from each of the representation units (except the College of University Studies and the ~~College of Graduate and Interdisciplinary Studies~~ Graduate School) and the following: ~~two students, two students~~ the student body Vice President and the President of the Student-Athletes Advisory Council; a representative of the Staff Senate; the Director of Intercollegiate Athletics; the Director of Intercollegiate Women's Athletics; ~~the Executive Director/Chief Diversity Officer of the Office for Equity and Diversity~~; the ~~Faculty Athletic Institutional Representative to the North Central Intercollegiate Athletic Conference~~, and the Senate liaison person.
3. Committee responsibilities are the following:
  - a. Promote compliance with principles of conduct as defined by the NCAA.
  - b. Act as the Board of Appeals for athletic grievances.

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c. Formulate policy recommendations to be forwarded to the Senate. Policy recommendations should cover such areas as follows:

- (1) Guidelines for athletic schedules
- (2) Guidelines for participation in postseason activities
- (3) Awards for excellence in athletics
- (4) Eligibility of athletes

d. Review the upcoming issues at intercollegiate conference meetings and recommend institutional position.

e. Review the budget of the athletic programs prior to its approval by the [University](#) President.

f. Stimulate interest in athletic events by the entire University community.

4. The Committee shall provide a yearly summary of its activities to the Senate.

## **PART X. SENATE COMMITTEES: SPECIAL**

From time to time, the Senate may create such special committees as it deems necessary for the execution of its responsibilities; such special committees shall be discharged upon the completion of their assigned duties.

## **PART XI. GRADE APPEALS BOARD**

### **Section 1. Purpose**

A University Senate Grade Appeals Board shall be established with authority to hear charges of inequitable or prejudiced academic evaluations and to provide redress for any improper evaluation as it may find actually to have taken place.

### **Section 2. Membership**

The Board shall consist of the following persons:

1. One faculty member and one alternate from each representation unit (except the College of University Studies), to be elected by the faculty of each college for alternating three-year terms. The term shall commence on the Tuesday following the May Senate meeting.
2. Three full-time students and three alternates, each with a minimum 2.00 grade point average and a standing of at least second semester sophomore, to be appointed by the Student Senate. Terms shall be for one year, commencing on the Tuesday following the May University Senate meeting.
3. A chair, in addition to the foregoing members, to be elected by the Senate membership. The chair shall serve for three years with the term to commence on the Tuesday following the May Senate meeting of the first year for which he/she was elected.

### **Section 3. Procedure**

The Grade Appeals Board shall act in accordance with procedures approved by the Senate ([Policy 337](#)).

## **PART XII. ELECTION TO COUNCIL OF COLLEGE FACULTIES**

### **Section 1. Membership**

Membership, responsibilities, and procedures of the Council of College Faculties are determined by the Constitution and Bylaws of the Council.

### **Section 2. Election and Term of Office**

The University representatives on the Council of College Faculties shall consist of three faculty members elected to staggered three-year terms by members of the faculty. The representatives shall be non-administrative faculty members. The Senate Executive Committee shall hold an election during spring semester of each year to select a replacement for the three-year term beginning with the next fall semester.

### **Section 3. Appointment to the Senate Executive Committee**

One of the three Council of College Faculties representatives will be appointed by the ~~Presiding Officer~~ [President](#) of the Senate in September to serve a one year, non-voting, ex-officio term on the Executive Committee.

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## PART XIII. FACULTY CAUCUS

### Section 1. Membership

The Faculty Caucus consists of all non-administrative faculty, full-time lecturers, and any administrative faculty member who is serving as the elected Senator from his or her representation unit. ~~(Administrative faculty includes the University President, Vice Presidents, Directors, Deans, Associate or Assistant Deans, and Department Chairs.)~~

### Section 2. Agenda

Any member of the Senate can call a meeting of the Faculty Caucus to address any matter of faculty concern. If the matter is on the agenda of the next Senate meeting, the Faculty Caucus will ordinarily meet on the Monday before the scheduled meeting of the Senate.

### Section 3. Meetings

The ~~presiding officer~~President-elect will give notice to the faculty of the time and place of the meeting and act as Chair of the Faculty Caucus. All members of the Faculty Caucus shall be entitled to vote on matters before the caucus. Any resolution or motion passed by the Faculty Caucus shall be presented by the ~~presiding officer~~President-elect to the Senate.

## PART XIV. AMENDMENTS

### Section 1. Initiation

Amendments and additions to the Bylaws may be proposed by the Senate or by a petition signed by twenty-five percent of the faculty and presented to the Senate at a regularly scheduled meeting. The secretary of the Senate shall distribute the proposed changes to all faculty members no later than nine days after the meeting. The Executive Committee may appoint an ad hoc Bylaws Committee, typically chaired by a Past ~~Presiding Officer~~President, to review the Bylaws and make recommendations for Bylaws amendments and/or additions.

### Section 2. Procedure

No later than thirty days nor earlier than seven days after distribution, the Senate shall vote on the proposed changes, either in a regular or a special meeting. If approved by a two-thirds majority of the total membership of the Senate, the secretary shall forward the changes to the University President for consideration.

### Section 3. Effective Date

When approved by the University President, the changes become effective immediately.

HISTORY: March 11, 1974. Amended: March 26, 1976; February 24, 1978; February 9, 1981; November 14, 1983; December 9, 1985; February 9, 1987; February 12, 1990; September 18, 1991; March 16, 1992; February 8, 1993; April 11, 1994; May 8, 1995; April 15, 1996; May 4, 1998; May 8, 2000; May 6, 2002; May 12, 2003; May 8, 2006.

APPROVED:

Joseph A. Chapman  
President

9/4/2003  
Date

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**North Dakota State University  
Summer 2007 Graduates  
Degree Date: August 3, 2007**

*College of Agriculture, Food  
Systems, and Natural Resources*

**Bachelor of Arts**

Loidolt, Michael

**Bachelor of Science**

Jenson, Carrie  
Mattson, Laressa  
Hoyt, Cory  
Lamm, Stephanie  
Christianson, Clifford  
Geihl, Laura  
Wohlk, Darnell  
Vigen, Sara  
Rudolf, Lacy  
Stockert, Crystal  
Galow, Mandy  
Hentges, Jesse  
Knudson, Jennifer  
Kramer, Rachel  
Strahl, Heather  
Smolley, Amber  
Seppelt, Tracy  
Oliver, Kathryn  
Cutler, Shannon  
Vashisht, Ashwini  
Lamba, Vibha  
Gupta, Anindita  
Krishan, Gopal  
Gautam, Anirudh  
Gambhir, Aakansha

**Master of Science**

Hovde, Scott

Effertz, Cary  
Hapka, Amy  
Kong, Fanbin  
Ghosh, Pradyot  
Krippner, Sara  
Neville, Bryan

**Doctor of Philosophy**

Anderson, Karin  
Lin, Rongshuang  
Alamri, Mohammed

*College of Arts, Humanities and  
Social Sciences*

**Bachelor of Arts**

Loken, Jeff

**Bachelor of Science**

Martin, Quentin  
Mathew, Trevor  
Grover, JoRelle  
Geske, Rhys  
Cook, Christina  
Helgoe, Kristjan  
McCarthy, Jocelyn  
Abdulkarim, Fartun  
Short, Danny  
Schumacher, Alicia  
Cromell, Katherine  
Dauksavage, Stacy  
Jacobs, Heather  
Arhart, Ryan  
Nordling, Douglas  
Bechtold, Tiffany  
Larson, Rebecca  
Schmidt, Justin  
Red Day, Desiree  
Hirchert, Jonathan

**Master of Arts**

Brotten, Louise  
Harveland, Marilou  
Hernandez, Joshua  
Kruckenberg, Janet  
Ecker, Elizabeth  
Kvanvig, Danielle

**Master of Science**

Balken, Shane  
Bergstrom, Aaron  
Kemp, Micheal  
Atouba Ada, Yannick

**Doctor of Musical Arts**

Nero, Jonathan

**Doctor of Philosophy**

Child, Jeffrey

*College of Business*

**Bachelor of Accountancy**

Johnson, Andrea  
Fenske, Troy

**Bachelor of Science**

Tunseth, Kathryn  
Wald, James  
Ystebo, David  
Anderson, Thaddeus  
Vetter, Clinton  
Tchida, Kevin  
Tester, Lindsey  
Halverson, Ross  
Dotzenrod, Ashley  
Dahlen, Katie  
Nicola, William

Nicholas, Michael

**Master of Business**

**Administration**

Fogarty, Thomas  
Wold Janke, Kimberly  
Chadha, Arjun

*College of Engineering and  
Architecture*

**Bachelor of Landscape**

**Architecture**

Hartberg, Benjamin  
Kneip, Paulo  
Schwartz, Aaron

**Bachelor of Science**

Christopherson, Dylan  
Mevold, Jan  
Holt, Patrick  
Kuettel, Ann  
Kneip, Paulo  
Braaten, Kristopher  
Helleen, Mitchell  
Schwartz, Aaron  
Taube, Michael  
Maher, Derek  
Hacker, Nathaniel  
Doll, Cody  
Schaunaman, Andrew  
Dalland, Chris  
Gustafson, Andrew  
Klava, Brent  
Sharma, Piyush  
Elsenpeter, Laura

**Master of Architecture**

Mevold, Jan

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## Master of Science

Hoey, Justin  
Patwardhan, Ranjit  
Zeng, Hai  
Shoeb, Juline

## *College of Graduate and Interdisciplinary Studies*

## Doctor of Philosophy

Nde, Chantal

## Master of Military Logistics

Bane, Brad  
Garay Rodriguez, Sharon  
Coleman, Hugh  
Sullivan, Adrian  
Dixon, Kevin  
Gannon, James  
Leslie, William  
Haffey, Christine  
Hirsch, Joshua  
Irby, Eugene  
Jennings, Sara  
Johnston, James  
Lee, Andrew  
Chilson, Nicole  
Jurkowski, Robert  
Pennington, Stacy  
Hammond, Michael

## Master of Science

Allen, Joseph

## *College of Human Development and Education*

## Bachelor of Arts

Takizawa, Miku

## Bachelor of Science

Heid, Kirsten  
Lunday, Sarah  
Sims, Chris  
Pedersen, Brian  
Stokka, Ashley  
Peterson, Timothy  
Bachmeier, Chelsea  
Richter, Matthew  
Ketterling, Joseph  
Kloster, Nickolas  
Nix, Jessica  
Ross, Erik  
Johnson, Natalie  
Amuro, Kyuma  
Parrish, Sheila  
Romanyshyn, Jesse  
Myers, Michelle  
Markusen, Jenna  
McCabe, Kristin  
Johnson, Nichole  
Nelson, Tabitha  
Gault, Sarah  
Bombenger, Chaz  
Folkert, Jamie  
Lusignan, Jennifer  
Stortroen, Sarah  
Stroh, Sara  
Berglund, Heather  
Geske, Leah  
Miller, Shannon  
Sheeley, Tara  
Maus, Anna

Weber, Melissa  
Lillehoff, Tressa  
Nelson, Katie  
Brixius, Ashley  
Rick, Jenee  
Quickstad, Barry  
Crapeau, Caleb  
Kasperson, Jeremy

## Master of Education

Hallquist, Deborah  
Hersch, Julie  
Black, Gilbert  
Beck-Nelson, Gail  
Lietz, Karen  
Conway, John  
Brenden, Patrick  
Lee, Todd  
Maciver, Karalee  
Ridl, Crystal  
Schafer, Jean  
Dvorak-Rehurek, Linda  
Erbes, Cynthia  
Mastrud, Jenifer  
Klaman, Matthew  
Love, Katherine  
Gay, Sheila

## Master of Science

Retzlaff, Jason  
Hogen, Victoria  
Steinhaus, Jennifer  
Claus, Jody  
Sobolik, Joey  
Henke, Tegan  
Schmautz, Melissa  
Zins, Tiffany  
Bicknase, Shanna

## Doctor of Philosophy

Staiger, Scott  
Bjelde, Kristine  
Aronson, Louella  
Placek Welk, Janet  
Stastny, Sherri

## *College of Pharmacy, Nursing, and Allied Sciences*

## Bachelor of Science

Amedi, Delveen  
Khaleel, Siar  
Bryce, Joseph  
Jensen, Mandy  
Hylden, Vanessa  
Prestegaard, Ryan  
Seltvedt, Hannah  
Hage, Megan  
Goehring, Tyler  
Weber, Lacey  
Machtell, Rhonda  
Fischer, Samantha  
Clow, Eryn  
Koehn, Jill  
Jackson, Tara  
Motis, Kari  
Dezeeuw, Jacob  
Anderson, Michelle

## Bachelor of Science in Nursing

Schmaltz, Susan

## Doctor of Nursing Practice

Unterseher, Jeanne

## Doctor of Pharmacy

Heiser, Justin

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## *College of Science and Mathematics*

### **Certificate**

Caffarel, Juan

### **Bachelor of Arts**

Benavidez, Nestor

### **Bachelor of Science**

Morstad, Cheri

Christiansen, Zachariah

Schumacher, Jennifer

Theis, Kelly

Kraft, Savannah

Andersen, Donna

Halldorson, Michael

Makamba, Thuwein

Carlstrom, Katherine

Groesbeck, Gabriel

### **Master of Science**

Phillippi, Jay

Mamun, Abdullah

Christianson, Jodi

Mehto, Vikram

Miteva, Martina

Oruganti, Ravi

Francis, Curtis

### **Doctor of Philosophy**

Chang, Chia-Hao

Xu, Weifeng

Mammenga, Brenda

## *College of University Studies*

### **Bachelor of University Studies**

Harmon, Christina

Unruh, Lynnelle

Frost, Joshua

Nordlie, John

Buckwalter, Justin

Klug, Heather

Oberloh, Annie

Smith, Phillip