

University Senate Minutes

Fargo, ND 58105

North Dakota State University

May 5, 2008

The University Senate met at 3:30 p.m. in the North Ballroom of the Memorial Union with Dr. D. Terbizan presiding and the following senators present: D. Andersen, B. Bahrami, S. Bergeson, M. Boetel, W. Bowlin, U. Burghaus, L. Christianson, M. Christoffers, V. Clark Johnson, D. Comez, J. Council, W. Dai, B. Duncan, B. Geeslin, R. Gordon, M. Harvey, D. Hauck, A. Hirani, M. Hoag, B. Johnson, R. Johnson, K. Katti, M. Kelsch, E. Khan, M. Lee, D. Li, J. Martin, K. McCaul, C. McEwen, M. Meister, E. J. Miller, R. O'Connor, S. Panigrahi, C. Peterson, L. Peterson, C. Presser, B. Randall, J. Ransom, R. Rathge, T. Riley, R.C. Schnell, J.W. Schroeder, G. Smith, W. Teder-Salejarvi, C. Urness, J. Wageman, A. Werremeyer, and D. Wittrock

Substitutions: J. Hektner for T. Stone Carlson, S. Rasmussen for G. Cook, S. Sather Wagestaff for J. Coykendall, J. Venette for K. Grafton, A. Brundt for P. Hansen, S. Markell for M. Khan, B. Ostafin for L. Langley, J. Sheng for S. Mallik, I. Justitz for J. Norris, and J. Heilman for J. Reimnitz

Previous Minutes

MOTION (Heilman/McEwen): to approve the minutes of the April 14, 2008, meeting as posted.
MOTION PASSED WITH UNANIMOUS CONSENT.

Consent Agenda

It was requested to remove from the Consent Agenda select courses from the Academic Affairs report, the Academic Affairs addendum, and the entire CCF report. MOTION (McEwen/Harvey): to approve the following items on the Consent Agenda:

- A. Academic Affairs ([Attachment 1](#)) – EXCEPT for undergraduate ME courses with proposed professional program (BSMCE) restrictions (moved to Academic Affairs Committee report)
- B. General Education ([Attachment 2](#))

MOTION TO APPROVE REMAINING CONSENT AGENDA ITEMS PASSED WITH UNANIMOUS CONSENT.

General Announcements

Provost Schnell made the following announcements and acknowledgements:

- President Chapman recently returned from Korea, where he and other NDSU representatives worked to establish partnerships with several institutions.
- Spring Commencement is scheduled for Friday, May 9, 5 p.m., at the FargoDome. Record participation is expected, and honorary doctorate degrees will be bestowed upon Dr. Calvin Fercho and Judge Myron Bright.

University Senate Minutes

Fargo, ND 58105

North Dakota State University

May 5, 2008

- Valley City State University has proposed a new graduate program in Education. Dickinson State University and Mayville State University also are planning to enter the graduate education arena. If approved, these additional programs and course offerings could have a significant impact on higher education offerings in the state.
- Thanked Donna Terbizan for an outstanding job as University Senate President, and announced that a plaque will be presented to her in the fall.

Committee Reports

A. *Academic Affairs:*

- L. Manikowske, chair, presented the addendum to the Academic Affairs report ([Attachment 1a](#)). MOTION (L. Peterson/Duncan): to approve the Academic Affairs addendum as presented. MOTION PASSED WITH UNANIMOUS CONSENT.
- Per the request from the Senate floor, the Undergraduate Mechanical Engineering (ME) courses with professional program restrictions following were removed from the Consent Agenda and presented for discussion:

MOTION (Andersen/McCaul): to approve the professional program restrictions as presented in the committee report. Concern was expressed that these courses might appeal to students in other majors. Discussion ensued on the issuance of class permits to interested and qualified students, and on precedence for programmatic restrictions in other disciplines. MOTION TO APPROVE PASSED WITH A VOTE OF 37-9-10. The following senators or their substitutes voted aye: Boetel, Burghaus, Carlson, Christoffers, Cook, Council, Dai, Geeslin, Gordon, Grafton, Hansen, Harvey, Hauck, Hirani, Hoag, B. Johnson, R. Johnson, Kelsch, E. Khan, M. Khan, Martin, McEwen, Meister, Miller, O'Connor, C. Peterson, L. Peterson, Presser, Randall, Ransom, Rathge, Reimnitz, Schroeder, Smith, Teder-Salejarvi, Urness, and Werremeyer. The following senators or their substitutes voted no: Andersen, Bahrami, Bowlin, Comez, Duncan, Katti, Li, Panigrahi, and Schnell. The following senators or their substitutes abstained: Bergeson, Christianson, Clark Johnson, Coykendal, Langley, McCaul, Norris, Riley, Wageman, and Wittrock.

B. *General Education:*

L. Peterson, chair, reported that the UNIV 189 task force concluded its review and submitted a report of its findings and recommendations to the General Education Committee. The committee will analyze the report and determine next steps in the fall.

C. *Council of College Faculties:* No report

University Senate Minutes

Fargo, ND 58105

North Dakota State University

May 5, 2008

D. *Policy Coordinating Committee:*

1. D. Comez presented the following policies for Senate input:

- Policy 166 - Institutional Safety ([Attachment 3](#)) – Language, references and links were updated. MOTION (R. Johnson/Teder-Salejarvi): to approve Policy 166 updates as presented. MOTION PASSED WITH UNANIMOUS CONSENT.
- Policy 509 - Electronic Financial Transaction Policy ([Attachment 4](#)) – This policy was removed from the Senate agenda by Executive Committee for further review by the PCC.
- Policy 710 - Computer and Electronic Communications Facilities ([Attachment 5](#)) – Language, references, and links were updated. MOTION (Hoag/Heilman): to approve Policy 710 changes as presented. MOTION PASSED WITH UNANIMOUS CONSENT.

2. The following policies were removed from the Consent Agenda and reintroduced for discussion. MOTION (Schnell/Duncan): to acknowledge the following policies:

- [Policy 127- Salary – Temporary Appointment](#)
- [Policy 182 - Timeslip Payroll](#)

MOTION PASSED WITH UNANIMOUS CONSENT.

- Statement of Ethics – Provost Schnell emphasized the importance of the University having a statement of ethics. However, such a statement must have an opportunity for review, discussion and input by the Senate, and not presented for information only. It was reiterated that any new policy needs to go through the University Senate. NO MOTION WAS MADE, NO ACTION TAKEN.

E. *Other Committee Reports* – No other reports were made.

Unfinished Business

A. *Policy 352 – Promotion, Tenure & Evaluation:*

General Counsel R. Johnson proposed the following amendment to the previously approved PT&E policy:

Section 6.7 - The college PTE Committee and the college Dean shall separately and independently review and evaluate the

University Senate Minutes

Fargo, ND 58105

North Dakota State University

May 5, 2008

candidate's portfolio. (Note: This subsection does not prevent the PTE Committee and the Dean from meeting and/or otherwise discussing their separate recommendations prior to those recommendations going to the Provost/VPAA.

MOTION (Duncan/Bowlin): to approve the amendment proposed by General Counsel. Concern was expressed that procedures and principles should be in place to provide for consistency in process regardless of who is serving in deans' offices. Comment also was made that the current has been in place for over ten years with few, if any, presented problems, and that the proposed changes may open the door for future challenges. MOTION TO APPROVE THE AMENDMENT FAILED with a vote of 26-26-4. The following senators or their substitutes voted aye: Bowlin, Carlson, Christianson, Clark Johnson, Comez, Council, Duncan, Geeslin, Gordon, Hauck, Hirani, Hoag, R. Johnson, E. Khan, M. Khan, Langley, Lee, Mallik, McCaul, McEwen, Miller, C. Peterson, Randall, Rathge, Teder-Salejarvi, and Wittrock. The following senators or their substitutes voted no: Andersen, Bahrami, Bergeson, Boetel, Burghaus, Christoffers, Cook, Dai, Grafton, Harvey, B. Johnson, Kelsch, Li, Martin, Meister, Norris, O'Connor, Panigrahi, L. Peterson, Presser, Ransom, Reimnitz, Smith, Urness, Wageman, and Werremeyer. The following senators or their substitutes abstained: Coykendal, Schnell, Schroeder, and Terbizan.

Provost Schnell recommended language that would permit the dean and the college PTE committee to separately and independently review and evaluate, and for the PTE committee to share its recommendation with the dean after it has been submitted to the Provost. Discussion ensued on how to time the two separate reports. MOTION (L. Peterson/E.J. Miller): to amend the dates provided in section 6.8 as follows:

The report and recommendations shall be submitted to the Provost/VPAA by January ~~10~~ 15, and a copy sent to the Dean.

PTE Committee representative Hektner indicated that the committee intentionally recommended two separate, simultaneous and independent processes so that one is not subordinate to the other. It was expressed that the college PTE committee can submit its letter in advance if so desired, so a change in date is not necessary. MOTION TO APPROVE THE AMENDMENT FAILED WITH A VOTE OF 22-26-7. The following senators or their substitutes voted aye: Bahrami, Bergeson, Bowlin, Christianson, Duncan, Gordon, Harvey, Hoag, B. Johnson, R. Johnson, Lee, McCaul, McEwen, Miller, Norris, C. Peterson, L. Peterson, Presser, Ransom, Teder-Salejarvi, Urness, and Wittrock. The following senators or their substitutes voted no: Andersen, Boetel, Burghaus, Carlson, Christoffers, Comez, Cook, Council, Coykendal, Dai, Geeslin, Grafton, Katti, Kelsch, E. Khan, M. Khan, Li, Martin, Meister, O'Connor, Panigrahi, Randall, Rathge, Reimnitz, Wageman, Werremeyer. The following senators or their substitutes abstained: Clark Johnson, Hirani, Langley, Mallik, Schnell, Schroeder, and Smith.

University Senate Minutes

Fargo, ND 58105

North Dakota State University

May 5, 2008

B. *Council of College Faculties and Standing Committee on Faculty Rights:*

Terbizan reported that elections are underway until May 9th on Blackboard for the CCF and the Standing Committee on Faculty Rights.

Election Results (as of 5/9/08):

- Standing Committee on Faculty Rights = Thomas Barnhart, Department of Health, Nutrition and Exercise Science
- Council of College Faculties = Michael Thrasher, Division of Fine Arts (Music) and Cristina Popovici, Department of Mathematics

New Business

A. *University Senate President-Elect Election:*

A unanimous ballot was cast for Dr. Mark Meister, Department of Communication, as Senate President-Elect for 2008-2009.

B. *Senate Standing Committees:*

Terbizan reported that nearly all colleges have submitted their standing committee appointments and replacements. Once this list is complete, it will be posted to the University Senate web site.

Passing of the Gavel

Outgoing President Terbizan thanked the Senate for a memorable and good year, and passed the gavel to 2008-09 University Senate President Dogan Comez. Comez thanked Terbizan for her hard work and contributions as Senate President during the past year.

Adjournment

President Comez adjourned the meeting at 4:40 p.m.

University Senate Minutes

Fargo, ND 58105

North Dakota State University

May 5, 2008

Attachment 1

Academic Affairs Committee

Approved Curricular Recommendations

New Option to Child Development and Family Science (M.S. degree program)							
Youth Development Option							
New Courses							
Dept.	No.	Title					Crs.
ANSC	210	Introduction to Therapeutic Horsemanship					3
ANSC	310	Principles of Therapeutic Horsemanship Instruction					3
ANSC	360	Equine Nutrition					3
ANSC	364	Equine Anatomy and Physiology					3
ANSC	375	Methods of Horsemanship Instruction					2
ANSC	410	Therapeutic Horsemanship Teaching Practicum					1
ARCH	474	International Design Studio					6
EMGT	414/614	Spatial Analysis in Emergency Management					3
ENGL	752	Writing: Invention to Innovation					3
ENGL	782	Studies in Irish Literature					3
HNES	729	Grant Writing for the Health Professional					3
HNES	732	Foodservice Operation Management					3
HNES	740	Maternal and Child Nutrition					3
HNES	741	International Nutrition					3
HNES	752	Phytochemicals					3
HNES	755	Advanced Clinical Nutrition					3
HNES	756	Pediatric Clinical Nutrition					3
MUSC	703	Foundations of Music Education					3
SOC	404/604	Community Assessment					3
SPAN	453	Spanish Women Writers					3
New Trial Course							
Dept.	No.	Title					Crs.
ABEN	791	Bioprocess Engineering					3
Course Deletions							
Dept.	No.	Title					Crs.
ANTH	447/647	Science and Celebrity in Anthropology					3
ARSC	363	Equine Nutrition and Physiology					3
Changes in Course Prefix, Number, Title and Credits							
Dept.	No.	From	Crs.	Dept.	No.	To	Crs.
HNES	483	Community Sports Internship	6	HNES	483	Community Sports Internship	9

University Senate Minutes

Fargo, ND 58105

North Dakota State University

May 5, 2008

Attachment 1

TL	711	Logistic Systems	3	TL	711	Logistics Systems	4
TL	721	International Logistics Management	2	TL	721	International Logistics Management	4
For Information Only: Changes in Prerequisites, Corequisites, & Restrictions							
Dept.	No.	Title	Restrictions				
ADFH	155	Apparel Construction and Fit	Prerequisite: ADFH 101				
ADFH	181	Aesthetics and Visual Analysis of Apparel Products	Prerequisite/Corequisite: ADFH 150				
ADFH	251	Interior Design Studio I: Residential	Prerequisite: Grade of C or higher in all prerequisite courses				
ADFH	253	Interior Design Studio II: Office Design	Prerequisite: Grade of C or higher in all prerequisite courses				
ADFH	254	Interior Design Studio III: Small	Prerequisite: Grade of C or higher in all prerequisite courses				
ADFH	261	Interior Design Graphics II	Prerequisite: Grade of C or higher in all prerequisite courses				
ADFH	351	Interior Design Studio IV: Advanced Residential	Prerequisite: Grade of C or higher in all prerequisite courses				
ADFH	353	Interior Design Studio V: Large Scale Contract Design	Prerequisite: Grade of C or higher in all prerequisite courses				
ADFH	362	Codes for Interiors	Prerequisite: Grade of C or higher in all prerequisite courses				
ADFH	363	Commercial Lighting Design and Building Systems	Prerequisite: Grade of C or higher in all prerequisite courses				
ADFH	372	Global Retailing	2.5 GPA & Junior Standing				
ADFH	402	Professional Catering Management	Prerequisite: HNES 141, HNES 261 & Lab Remove Prerequisite: HNES 361, 361L, & ADFH 400				
ADFH	404	Restaurant Operations Management	Prerequisite: HNES 141; HNES 261 & Lab Remove Prerequisite: HNES 361 & 361L				
ADFH	450	Research and Project Development in Interior Design	Prerequisite: Grade of C or higher in all prerequisite courses				
ADFH	452	Comprehensive Interior Design Project	Prerequisite: Grade of C or higher in all prerequisite courses				
ADFH	460	Career Development & Professional Practice	Prerequisite: Grade of C or higher in all prerequisite courses				
ADFH	479	Hospitality Industry Management Strategies	Prerequisite: ADFH 241 Remove Prerequisite: ADFH 435				
CM&E	212	Construction Graphic Communications	Prerequisite: CM&E 200				
CM&E	240	Financial Cost Concepts for Construction Managers	Remove Prerequisite: ACCT 102				

University Senate Minutes

Fargo, ND 58105

North Dakota State University

May 5, 2008

Attachment 1

CM&E	301	Construction Technology and Equipment	Remove Prerequisites: CE 309, CM&E 325, CE 316, IME 440
CM&E	320	Soils and Foundations	Prerequisite: CM&E 250 Remove Prerequisites: ME 223, CM&E 325
CM&E	380	Construction Estimating: Quantities and Costs	Prerequisite: CM&E 200
CM&E	420	Labor Productivity in Construction	Remove Prerequisite: CM&E 411
CM&E	450	Steel Design for Technologists	Prerequisite: CM&E 250 Remove Prerequisite: ME 223
CM&E	453	Concrete Design and Construction	Prerequisite: CM&E 250 Remove Prerequisite: ME 223
HNES	261L	Food Selection and Preparation Principles Laboratory	Prerequisite: HNES 141
HNES	452/652	Nutrition, Health, and Aging	Prerequisite: HNES 200 Remove Prerequisite: NUTR 240
HNES	455/655	Sports Nutrition	Prerequisite: HNES 240 or equivalent HNES 455 restricted to Sophomore standing
HNES	724	Nutrition Education	Prerequisite: HNES 200 Remove Prerequisite: HNES 240
ME	213	Modeling of Engineering Systems	Corequisite: MATH 266
ME	331	Engineering Materials I	Course restricted to students in BSMCE – Mechanical Engineering
ME	332	Engineering Materials II	Course restricted to students in BSMCE – Mechanical Engineering
ME	341	Mechanics of Machinery	Course restricted to students in BSMCE – Mechanical Engineering
ME	352	Fluid Dynamics	Course restricted to students in BSMCE – Mechanical Engineering
ME	353	Thermodynamics II	Course restricted to students in BSMCE – Mechanical Engineering
ME	412	Engineering Measurements	Course restricted to students in BSMCE – Mechanical Engineering
ME	415	Emerging Technologies in Mechanical Engineering	Remove Prerequisite: CHEM 121 Course restricted to students in BSMCE – Mechanical Engineering
ME	421	Theory of Vibrations	Course restricted to students in BSMCE – Mechanical Engineering
ME	423	Intermediate Mechanics of Materials	Course restricted to students in BSMCE – Mechanical Engineering
ME	433/633	Composite Materials Science and Engineering	Prerequisite: ME 331; Remove Prerequisite: ME 442; Course restricted to students in BSMCE – Mechanical Engineering

University Senate Minutes

Fargo, ND 58105

North Dakota State University

May 5, 2008

Attachment 1

ME	435	Plastics and Injection Molding Manufacturing	Course restricted to students in BSMCE – Mechanical Engineering
ME	442	Machine Design I	Course restricted to students in BSMCE – Mechanical Engineering
ME	454	Heat and Mass Transfer	Course restricted to students in BSMCE – Mechanical Engineering
ME	457	Thermal Systems Laboratory	Course restricted to students in BSMCE – Mechanical Engineering
ME	461	Design Project I	Course restricted to students in BSMCE – Mechanical Engineering
ME	462	Design Project II	Course restricted to students in BSMCE – Mechanical Engineering
ME	471/671	Stress Analysis	Prerequisite: ME 423; Course restricted to students in BSMCE – Mechanical Engineering
ME	472	Fatigue and Fracture of Metals	Course restricted to students in BSMCE – Mechanical Engineering
ME	473/673	Polymer Engineering	Prerequisite: ME 331; Remove Prerequisite: ME 423; Corequisite: ME 423; Course restricted to students in BSMCE – Mechanical Engineering
ME	474/674	Mechanics of Composite Materials	Prerequisite: ME 331; Remove Prerequisite: ME 423; Corequisite: ME 423; Course restricted to students in BSMCE – Mechanical Engineering
ME	475	Automatic Controls	Course restricted to students in BSMCE – Mechanical Engineering
ME	476	Mechatronics	Course restricted to students in BSMCE – Mechanical Engineering
ME	477	ME Finite Element Analysis	Course restricted to students in BSMCE – Mechanical Engineering
ME	479	Fluid Power Systems Design	Course restricted to students in BSMCE – Mechanical Engineering
ME	480	Advanced Fluid Dynamics	Course restricted to students in BSMCE – Mechanical Engineering
ME	481/681	Fundamentals of Energy Conversion	Prerequisite: ME 351; Remove Prerequisite: ME 353; Course restricted to students in BSMCE – Mechanical Engineering
ME	482	Fuel Cell Science and Engineering	Course restricted to students in BSMCE – Mechanical Engineering
ME	483	Introduction to Computational Fluid Dynamics	Course restricted to students in BSMCE – Mechanical Engineering
ME	484/684	Gas Turbines	Remove Prerequisite: ME 353 Course restricted to students in BSMCE – Mechanical Engineering
ME	485	Heating, Ventilation, and Air Conditioning	Course restricted to students in BSMCE – Mechanical Engineering

University Senate Minutes

Fargo, ND 58105

North Dakota State University

May 5, 2008

Attachment 1

ME	486	Nanotechnology and Nanomaterials	Course restricted to students in BSMCE – Mechanical Engineering
ME	487	Internal Combustion Engines	Course restricted to students in BSMCE – Mechanical Engineering
ME	488	Introduction to Aerodynamics	Course restricted to students in BSMCE – Mechanical Engineering
ME	489/689	Vehicle Dynamics	Prerequisite: ME 213; Remove Prerequisites: ME 341, ME 421; Course restricted to students in BSMCE – Mechanical Engineering
ME	712	Advanced Finite Element Analysis	Change Prerequisite to Recommended: ME 477/677
ME	717	PC Based Measurements and Controls	Change Prerequisite to Recommended: ME 412/612
ME	721	Advanced Dynamics and Vibrations	Change Prerequisite to Recommended: ME 421/621
ME	722	Mechanics of Deformable Solids	Change Prerequisite to Recommended: ME 223
ME	723	Experimental Stress Analysis	Change Prerequisite to Recommended: ME 471/671
ME	725	Advanced Mechanics and Failure of Composites	Change Prerequisite to Recommended: ME 474/674, ME 477/677
ME	731	Mechanical Behavior of Materials	Change Prerequisite to Recommended: ME 331, or basic materials science course
ME	734	Smart Materials and Structures	Any basic materials science (ME 331), solid state physics (PHYS 401 or 485) or CPM 472/672, 474/674
ME	743	Biomechanics of Impact	Change Prerequisite to Recommended: ME 331
ME	751	Advanced Thermodynamics	Change Prerequisite to Recommended: ME 353
ME	753	Gas Dynamics	Change Prerequisite to Recommended: ME 352
ME	754	Boundary Layer Theory	Change Prerequisite to Recommended: ME 352
ME	755	Multiscale Fluid Dynamics	Change Prerequisite to Recommended: ME 352
ME	761	Heat Transmission I	Change Prerequisite to Recommended: ME 454/654

Program Restriction:

The Department of Construction Management and Engineering is raising the minimum CGPA for all transfer students (internal and external) to 2.50. Currently the minimum CGPA for all new transfer students and current NDSU students who change their major to either Construction Management or Construction Engineering is 2.00.

University Senate Minutes

Fargo, ND 58105

North Dakota State University

May 5, 2008

Attachment 1a

Academic Affairs Committee Addendum to May 5, 2008, University Senate Agenda

Approved Curricular Recommendations

New Certificate in Veterinary and Microbiological Sciences

Animal Health Management Certificate

New Minor

Manufacturing Engineering Minor

Natural Resources Management Minor

New Program

Master's in Anthropology (M.A. & M.S.)

New Courses

Dept.	No.	Title	Crs.
CM&E	609	Highway Construction	3
CM&E	701	Construction Technology and Equipment	4
CM&E	705	Building Construction	3
CM&E	710	Managing For Quality in Construction Organizations	3
CM&E	715	Construction Specifications and Contracts	3
CM&E	720	Geotechnical Construction	3
CM&E	725	Underground Construction	3
CM&E	740	Financial and Economic Concepts for Construction Managers	3
CM&E	753	Concrete Design and Construction	3
CM&E	775	Facilities Management	3
CM&E	780	Construction Systems and Temporary Structures	3
HNES	730	Fundamentals of Leadership	3
MICR	370	Beef Cattle Health Management	1
MICR	371	Dairy Cattle Health Management	1
MICR	372	Sheep Health Management	1
MICR	373	Equine Health Management	1
MICR	374	Swine Health Management	1
MICR	375	Bison Health Management	1
MICR	376	Feline Health Management	1
MICR	377	Canine Health Management	1
SPAN	430	Approaches to Literature	3

University Senate Minutes

Fargo, ND 58105

North Dakota State University

May 5, 2008

Attachment 1a

Course Deletions							
Dept.	No.	Title					Crs.
ATHL	118	Fall Semester First-Year Intercollegiate Sports					1
ATHL	123	Spring Semester First-Year Intercollegiate Sports					1
ATHL	213	Fall Semester Second-Year Intercollegiate Sports					1
ATHL	313	Fall Semester Third-Year Intercollegiate Sports					1
ATHL	413	Fall Semester Fourth-Year Intercollegiate Sports					1
ATHL	423	Spring Semester Fourth-Year Intercollegiate Sports					1
ATHL	433	Fall Semester Fifth-Year Intercollegiate Sports					1
ATHL	434	Spring Semester Fifth-Year Intercollegiate Sports					1
TL	713	Global Value Chain Management					3
TL	717	Freight Transportation and Logistics					3
Changes in Course Credits							
Dept.	No.	From	Crs.	Dept.	No.	To	Crs.
ANSC	755	Advanced Meat Science	2	ANSC	755	Advanced Meat Science	3
CM&E	409	Highway Construction	2	CM&E	409	Highway Construction	3
CM&E	411/611	Construction Cost Estimating	2	CM&E	411/611	Construction Cost Estimating	4
TL	721	International Logistics Management	2	TL	721	International Logistics Management	4
TL	727	Organizational Change Management	2	TL	727	Organizational Change Management	3
TL	735	Acquisition Contracts: Law and Management	2	TL	735	Acquisition Contracts: Law and Management	3
For Information Only: Changes in Prerequisites and New Option							
Dept.	No.	Title	Restrictions				
CM&E	403/603	Scheduling and Project Control	Prerequisite: CM&E 380 Remove Prerequisite: CM&E 411				
CM&E	412/612	Construction Management Capstone	Remove Prerequisite: CM&E 403				
CM&E	430/630	Land Development	Prerequisite: CM&E 212				
CM&E	470/670	Information Technologies for Construction Managers	Prerequisite: CM&E 200, CM&E 212				
New Option in Master of Music:							
Music Education Option							

University Senate Minutes

Fargo, ND 58105

North Dakota State University

May 5, 2008

Attachment 2

General Education Recommendations

Outcomes Key:			
1. Communicate effectively in a variety of contexts and formats.			
2. Locate and use information for making appropriate personal and professional decisions.			
3. Comprehend the concepts and perspectives needed to function in national and international societies.			
4. Comprehend intrapersonal and interpersonal dynamics.			
5. Comprehend concepts and methods of inquiry in science and technology, and their applications for society.			
6. Integrate knowledge and ideas in a coherent and meaningful manner.			
7. Comprehend the need for lifelong learning.			
Courses Approved for General Education (New)			
Course No.	Course Title	Recommended Categories	Recommended Outcomes
HIST 390	Historical Research and Writing	C	1, 6
SPAN 401	Advanced Spanish Writing and Grammar	C	1, 6
Courses Withdrawn from General Education List of Approved Courses			
Course No.	Course Title	Categories	Dept or GE Request
MUSC 104	Introduction to Music Literature to 1825	A	Department
MUSC 105	Intro to Music Literature: 1825 to Present	A	Department
MUSC 112	Varsity Band	A	Department
MUSC 115	University Chorus	A	Department
MUSC 303	Concert Band	A	Department
MUSC 306	Concert Choir	A	Department
PSYC 221	Psychology in Business & Industry	B	Department
Continued Approval (5-Year Renewal) for General Education with No Changes in Outcomes			
Course No.	Course Title	Categories	Outcomes
ABEN 189	Skills for Academic Success	F	2, 4
BIOL 220	Human Anatomy & Physiology I	S(n)	5, 6
BIOL 220L	Human Anatomy & Physiol. Lab I	S(n)	5, 6
CDFS 135	Family Science	B	3, 4
CHEM 121L	General Chemistry I Lab.	S(p)	5, 6
HD&E 189	Skills for Academic Success	F	2, 4
HNES 270	Consumer Issues in Food and Nutrition	W	2, 7
PHYS 212	College Physics II	S(p)	5, 6
PHYS 212L	College Physics II Laboratory	S(p)	5, 6
PLSC 111	Genetics and You	S(n)	5, 6
PLSC 211	Horticulture Science Lab	S(n)	5, 6
PLSC/BIOL/ BOT/ZOO 315	Genetics	S(n)	5, 6
PLSC/BIOL/ BOT/ZOO 315L	Genetics Laboratory	S(n)	5, 6
UNIV 189	Skills for Academic Success	F	2, 4

University Senate Minutes

Fargo, ND 58105

North Dakota State University

May 5, 2008

Attachment 2

Continued Approval (5-Year Renewal) for General Education with Changes in Outcomes				
Course No.	Course Title	Categories	Previous Outcomes	Recommended Outcomes
ART 210	Art History I	A	1, 2, 3, 4, 6	3, 6
ART 211	Art History II	A	1, 2, 3, 4, 6	3, 6
CHEM 117	Chemical Concepts & Applications	S(p)	2, 5	5, 6
CHEM 117L	Chem. Concepts & Applications Lab	S(p)	2, 5	5, 6
CHEM 122L	General Chemistry II Lab	S(p)	2, 5	5, 6
GEOL 105	Physical Geology	S(p), G	2, 3, 5	3, 5
GEOL 105L	Physical Geology Laboratory	S(p)	2, 3, 5	3, 5
HNES 250	Nutrition Science	W	2, 5, 6	2, 5
HPER 217	Personal & Community Health	W	2, 4, 6, 7	2, 6
PSCY 250	Developmental Psychology	B	3, 4, 5	4, 5
Continued Approval (5-Year Renewal) for General Education with Changes in Categories				
Course No.	Course Title	Previous Categories	Recommended Categories	Outcomes
CDFS 468	Families and Work	B	B, G	2, 3

University Senate Minutes

POLICY CHANGE COVER SHEET

1. Effect of policy addition or change (explain the important changes in the policy or effect of this policy):

Section: (New Policy) ~~721~~166: University Health & Safety Policy

As part of the North Dakota State Risk Management Division's, Risk Management Program compliance regulations, state agencies are required to implement policies to comply with the elements of the program.

The Risk Management Program elements outline the required customized policies and procedures as set forth by Risk Management to qualify for the Risk Management Fund Contribution Discount Program.

The policy will also act as an integral part of the University Safety Program as it incorporates University, local, state, and federal requirements that are not addressed elsewhere in policy. It will also act as a catalyst in the safety requirements addressed in the employee annual responsibility reviews. Currently, there are no consequences for non compliance with University safety requirements. Our hope is that through policy, the safety culture will grow to provide a safe and healthy work environment.

2. This policy has been reviewed/passed by the following (include dates of official action):

Policy Committee: 2/19/08; 3/18/08; 4/16/08

University Senate:

Staff Senate:

Student Senate/Executive Board:

President's Council:

3. This policy was originated by (individual, office or committee/organization):

University Police & Safety Office

(Jolean Pederson, Associate Director Public Health & Safety)

University Senate Minutes

**Draft #1 23 8 (2/07/08 2/19/08 3/7/08
4/16/08)**

SECTION 721166: University Health & Safety Policy

SOURCE: NDSU President, North Dakota Office of Management & Budget-Risk Management Division

1. Purpose

To establish a comprehensive safety policy that facilitates the protection of life and property by providing a safe University work and learning environment that is free of recognized hazards that could cause injury, illness or property damage.

The policy will set forth safety and environmental responsibilities, to provide support for safety rules, regulations and procedures, and to establish basic guidelines for safe practices, activities, programs and training for the successful implementation of the University's occupational and environmental safety program. However, it cannot be assumed that all necessary warnings and precautionary measures are contained in this document, or that other or additional information or measures may not be required. Users of this policy should consult pertinent local, state, and federal laws and legal counsel prior to initiating their own safety program.

2. General Policy

The University has a strong commitment to the health and safety of all employees, students, and visitors at NDSU. In keeping with this commitment, the University Health & Safety Policy is as follows:

- 2.1 In the interest of providing the a safest environment possible for employees, students and visitors, all University activities should be conducted in accordance with applicable safety codes such as City of Fargo, State of North Dakota, County, NFPA, ANSI and by all governmental safety and environmental standards such as OSHA, EPA, DOT, NRC and other similar agencies that govern the design, construction, operations, use and maintenance of University facilities. Guidelines of the State Office of Risk Management will form the foundation for the University Health & Safety Program.
- 2.2 The University Police and Safety Office (UP&SO) will work closely with departments, safety committees, employees, and students throughout the University to promote compliance with this policy.

3. Procedures/Responsibilities

3.1 University President

The University President is committed to the implementation of the University's Health and Safety Policy at all facilities under University control. See 3.6 of this Policy.

3.2 Vice Presidents, Associate Vice Presidents, Deans

Vice Presidents, Associate Vice Presidents, and Deans are committed to the implementation of the Health and Safety Policy in all facilities and operations under their control. See 3.6 of this Policy.

University Senate Minutes

3.3 University Loss Control Committee

The University has established the Loss Control Committee as a University Operational Committee with the authority to oversee University compliance with the Health and Safety Program. http://www.ndsu.edu/ndsu/police_safety/safety/LossControlCommittee.htm

3.4 Directors/Department Heads/Chairs

- 3.4.1 Implement the Health and Safety Policy and communicate its requirements for faculty, students, and staff. [See 3.6 of this Policy.](#)
- 3.4.2 Under the guidance of the Safety Office, designate or empower safety representatives for departments, units, or sections to promote compliance with the Health and Safety Policy and program requirements.
- 3.4.3 Direct individuals, including but not limited to principal investigators, supervisors, regular part time and temporary employees, visiting professors, and students, to obtain any required safety training before they work with hazardous chemicals, biohazardous agents, radiation, or physical/mechanical hazards in their working or learning environments.
- 3.4.4 Report all incidents, work related illnesses, and work site injuries to the UP&SO **within 24 hours**. Also, conduct a review and investigation of all work related illnesses, incidents, and work related injuries as needed to complete the Supervisors Investigation Report and to identify if there are workplace hazards that need to be corrected. <http://www.ndsu.nodak.edu/policy/144.htm>
- 3.4.5 Determine whether safety needs for unit/departments are met (e.g., training, personal protective equipment, and corrective measures including non-mandated items identified in safety audits).
- 3.4.6 Incorporate workplace safety requirements and responsibilities into the position description and responsibility review. Workplace expectations should be communicated to each employee annually and at the time of hire.
- 3.4.7 Conduct periodic safety self-audits of work areas and/or facilities. For assistance, refer to the NDSU Self Inspection Checklist. http://www.ndsu.edu/ndsu/police_safety/safety/Forms/SafetyChecklist.pdf
- 3.4.8 Communicate emergency action plans to all personnel to provide familiarity and coordination between facility personnel and emergency responders. Refer to the NDSU Personal and Safety Manual. http://www.ndsu.edu/ndsu/police_safety/police/safetysecurity_fall2007.pdf
- 3.4.9 ~~Ensure~~**The** use of all flammables, microwaves, refrigerators, small appliances, heaters, etc. in the workplace will be in compliance as outlined in the Annual Safety Notice and the written safe operating procedures. These procedures are living documents and will change as standards and regulations change. They will also be documented in the annual inspection check list.

University Senate Minutes

3.5 Faculty, Principal Investigators, and Supervisors

- 3.5.1 Provide guidance in the implementation of the University's Health and Safety Policy and all other University Safety Programs in work areas under their supervision/control. See 3.6 of this Policy.
- 3.5.2 Direct faculty, staff members and students under their supervision to ~~attend~~ attend, and comply with:~~and maintain current required safety training:~~
- Annual Baseline Safety Training
 - Annual Supervisor Safety Training
 - Defensive Driving Training (for those who drive State Fleet vehicles or NDSU leased vehicles)
 - Substance Abuse Policy & required elements
<http://www.ndsu.nodak.edu/policy/155.htm>
 - Annual Notice of Policies and Designated Medical Provider
 - All institutional department and protocol specific training
 - All grant specific required training
 - All state and federal required training
- 3.5.3 Maintain workplaces and equipment under their control in a safe, well-kept condition.
- 3.5.4 ~~Hazards are proactively identified~~ and correct ~~ed~~ potential hazards proactively by ~~following~~implementing the Near Miss Program, engineering or administrative controls, or by assuring use of necessary personal protective equipment.
- 3.5.5 Report all incidents, work related illnesses, and work site injuries to the UP&SO **within 24 hours**. Complete the investigation report form as required.
<http://www.ndsu.nodak.edu/policy/144.htm>
- 3.5.6 Document compliance with the Safety Policy through the Annual Responsibility Review.
- 3.5.7 Properly dispose ~~at~~ of waste in accordance with University, state and federal requirements.

3.6 All Employees ~~and Staff~~

- 3.6.1 Comply with this policy and all other University health and safety programs.
- 3.6.2 Attend and comply with:~~health and safety training~~
- Annual Baseline Safety Training
http://www.ndsu.edu/ndsu/police_safety/safety/Presentations.htm
 - Annual Supervisor Safety Training
http://www.ndsu.edu/ndsu/police_safety/safety/Presentations.htm
 - Defensive Driving Training (for those who drive State Fleet vehicles or NDSU leased vehicles)
 - Substance Abuse Policy & required elements
<http://www.ndsu.nodak.edu/policy/155.htm>
 - Annual Notice of Policies and Designated Medical Provider
 - All institutional department and protocol specific training
 - All grant specific required training
 - All state and federal required training

University Senate Minutes

- 3.6.3 Inform a supervisor or instructor of any safety or health hazards in the workplace or NDSU property.
- 3.6.4 Report all incidents, work related illnesses, and work injuries to the UP&SO **immediately or within 24 hours.** <http://www.ndsu.nodak.edu/policy/144.htm>
- 3.6.5 **Refer to Claims and reporting of injuries by third parties (students and visitors) are addressed in Policy 159.**
<http://www.ndsu.nodak.edu/policy/159.htm>
- 3.6.6 Comply with all State Fleet, leased and rented vehicle rules and regulations. Report all accidents immediately. The driver is responsible for completing the Risk Management Fund Motor Vehicle Accident Report Form. To comply with state requirements, the University has a Motor Vehicle Accident Review Committee and all accidents will be reviewed by this committee.
http://www.ndsu.edu/ndsu/police_safety/safety/AccidentReviewBoard.html

3.7 Contractors

- 3.7.1 Architects, Engineers, Contractors and Subcontractors will comply with the North Dakota State University Facilities Management Design Standards.
http://facilities-mgmt.ndsu.nodak.edu/maint_const/NDSU_Design_Standards_110907.pdf

3.8 University Police and Safety Office (UP&SO)

- 3.8.1 Advise the University community of its responsibilities regarding the Health and Safety Policy. See 3.6 of this Policy.
- 3.8.2 Provide guidelines for programs to assist with individual and University compliance as it relates to relevant environmental, health, and safety laws, regulations, policies, and guidelines.
- 3.8.3 Recommend programs and actions for compliance.
- 3.8.4 Consult with regulators and other external entities on behalf of the University.
- 3.8.5 Provide guidance and assistance in identifying, evaluating and correcting safety and health hazards.
- 3.8.6 Conduct investigations and analyses of occupational incidents, injuries and illnesses.
- 3.8.7 Identify noncompliant situations and recommend improvements for those who are responsible for departments, laboratories, units, and work areas.
- 3.8.8 Provide guidance for proper disposal of hazardous materials and dispose of properly when accepted.
- 3.8.9 Execute responsibilities involving inspections and enforcement delegated by any standing University safety committee.
- 3.8.10 In cases of imminent danger to life or health, order cessation of hazardous activity until the danger from such a condition is abated or adequate measures have been taken.

University Senate Minutes

4. References - Applicable Links:

Disclaimer:—The materials contained in this policy have been prepared for use by North Dakota State University. In an effort to provide a basic safety manual, its contents are compiled from sources believed to be reliable and to represent the best opinions on the subject. No warranty, guarantee, or representation is made by the University as to the accuracy or sufficiency of the information contained herein and the University assumes not responsibility in connection therewith. For additional information and links, please see the UP&SO website at www.ndsu.edu/ndsu/police_safety/safety/index.shtml. This policy is intended to provide basic guidelines for safe practices; therefore, it cannot be assumed that all necessary warnings and precautionary measures are contained in this document, or that other or additional information or measures may not be required. Users of this policy should consult pertinent local, state, and federal laws and legal counsel prior to initiating their own safety program.

~~University System Human Resources Policy Manual~~

~~http://www.ndsu.nodak.edu/policies/human_resources/policy.asp?id=106&printable=1~~

~~NDSU Risk Management Program Manual~~

~~http://www.ndsu.edu/ndsu/police_safety/safety/NDSU_RMP/RiskManagementProgram_2005.pdf~~

~~NDSU Personal Safety Manual~~

~~http://www.ndsu.edu/ndsu/police_safety/police/safetysecurity_fall2007.pdf~~

~~Accident Review Board~~

~~http://www.ndsu.edu/ndsu/police_safety/safety/AccidentReviewBoard.html~~

~~Radiation Information~~

~~http://www.ndsu.edu/ndsu/police_safety/safety/NDSU%20Safety%20Officer%20Homepage_files/radiation.htm~~

~~Chemical & Lab Information~~

~~http://www.ndsu.edu/ndsu/police_safety/safety/NDSU%20Safety%20Officer%20Homepage_files/chemical.htm~~

~~Biosafety Information~~

~~http://www.ndsu.edu/ndsu/police_safety/safety/NDSU%20Safety%20Officer%20Homepage_files/biosafety.htm~~

~~And~~

~~<http://www.ndsu.nodak.edu/policy/166.htm>~~

~~Asbestos Information~~

~~http://www.ndsu.edu/ndsu/police_safety/safety/ehs/asbestos/index.html~~

~~This policy was originated by the University Police and Safety Office~~

University Senate Minutes

Fargo, ND 58105

North Dakota State University

May 5, 2008

Attachment 4

Draft #4
03/26/2008

POLICY COVER SHEET

1. Effect of policy

Section 509: Electronic Financial Transaction Policy

This policy reflects the requirements and standards needed to comply with the Payment Card Industry Data Security Standard and the Gramm Leech Bliley Act, which protect personal financial information.

2. This policy has been reviewed/passed by the following (include dates of official action):

Policy Committee:

University Senate:

Staff Senate:

Student Senate/Executive Board:

President's Council:

3. This policy was originated by (individual, office or committee/organization):

Vice President for Finance and Administration

Vice President for Information Technology

University Senate Minutes

Fargo, ND 58105

North Dakota State University

May 5, 2008

Attachment 4

Draft #4
03/26/2008

For any questions please send e-mail to: NDSU.Policy.Manual@ndsu.edu

SECTION 509: Electronic Financial Transaction Policy

**SOURCE: NDSU President
NDSU VP for Finance and Administration
NDSU VP for Information Technology**

1. All NDSU departments and colleges that conduct electronic-based financial transactions of NDSU which involve the transfer of credit/debit card or Electronic Funds Transaction (EFT) information must be compliant with Payment Card Industry Data Security Standards (PCI DSS), all applicable laws and mandates, and North Dakota University System and NDSU policy and procedures.
2. All electronic-based financial transactions of NDSU that involve the transfer of credit/debit card or EFT information must be performed through the North Dakota University System application, TouchNet, or through an NDSU approved third party vendor, or on systems provided by Information Technology Services (ITS) for this purpose. All specialized servers and other electronic equipment which have been approved for this activity must be housed within ITS, and administered in accordance with the requirements as set forth by PCI DSS, all applicable laws and mandates, and North Dakota University System and NDSU policy and procedures.
3. Entities wishing to use TouchNet must file a request with the NDSU Customer Account Services Department (ndsu.customer.account@ndsu.edu). Entities that use TouchNet for a purpose other than that which was approved will be required to stop electronic payment transactions.
4. Exceptions to this policy may be granted only after a written request from the unit has been reviewed and approved by the Vice President for Finance and Administration and the Vice President for Information Technology or their designees.
5. Definitions
 - a. Electronic Funds Transaction: The term is used for a number of different concepts such as cardholder-initiated transactions, where a cardholder makes use of a payment card (e.g., credit or debit card); electronic payments by businesses, including salary payments, electronic check clearing.
 - b. TouchNet: Third party vendor and software for campus online billing and payment processing which follow applicable PCI DSS standards and guidelines.

University Senate Minutes

Fargo, ND 58105

North Dakota State University

May 5, 2008

Attachment 4

Draft #4

03/26/2008

- c. Payment Card Industry Data Security Standards (PCI DSS): The PCI DSS was developed by the major credit card companies as a guideline to help organizations that process card payments prevent credit card fraud, hacking and various other security issues. A company processing, storing, or transmitting credit card numbers must be PCI DSS compliant or they risk losing the ability to process credit card payments. The current version of the standard (1.1) specifies 12 requirements for compliance, organized into six logically related groups called control objectives. For more information please see https://www.pcisecuritystandards.org/pdfs/pci_dss_v1-1.pdf

For related procedures see the [Electronic Financial Transaction Procedure #509](#).

HISTORY: January 2008.

University Senate Minutes

POLICY CHANGE COVER SHEET

Last Updated: 04/14/2008

1. Effect of policy addition or change (explain the important changes in the policy or effect of this policy):

Section 710: COMPUTER AND ELECTRONIC COMMUNICATIONS FACILITIES

Changes have been made to add new provisions for security of servers, remove references to CICS, add references to SBHE policy and NDUS procedures, and do some general housekeeping.

2. This policy has been reviewed/passed by the following (include dates of official action):

Policy Committee: 4/16/08

University Senate:

Staff Senate:

Student Senate/Executive Board:

President's Council:

3. This policy was originated by (individual, office or committee/organization):

Vice President for Information Technology

University Senate Minutes

For any questions please send e-mail to: NDSU.Policy.Manual@ndsu.edu Draft #1 (04/14/2008)

SECTION 710: COMPUTER AND ELECTRONIC COMMUNICATIONS FACILITIES

SOURCE: NDSU President

1. Section 158 and ~~cited SBHE policies and NDUS procedures, particularly NDUS Procedure 1901.2~~ (link to: <http://www.ndus.nodak.edu/policies/ndus-policies/subpolicy.asp?ref=2551>), govern acceptable use of electronic communications devices and provide definitions used in this section.
2. ~~If someone suspects that another individual has access to their access credentials (i.e., UserID and/or password) or has evidence of any other security breach, it should be immediately reported to the NDSU Information Technology Security Officer [mailto:NDSU.ITSO@ndsu.edu] and supervisor. Batch and interactive access to the administrative computer systems (e.g. ConnectND, CICS) must be authorized by a designated access control officer. To locate the appropriate access control officer for a system, contact the Office of Accounting, Human Resources/Payroll, or Registration and Records (student systems), respectively. Supervisors of users with access to the administrative computer systems are responsible for notifying the appropriate access control officer(s) when the user changes jobs or terminates employment with the University.~~
3. ~~Support for access to other campus and NDUS computer and network resources is provided through the NDSU Information Technology Services Help Desk (1-8685).~~
3. ~~Batch and interactive access to the administrative computer systems (e.g. ConnectND) must be authorized by a designated access control officer. To locate the appropriate access control officer for a system, contact the Office of Accounting, Human Resources/Payroll, or Registration and Records (student systems), respectively. Supervisors of users with access to the administrative computer systems are responsible for notifying the appropriate access control officer(s) when the user changes jobs or terminates employment with the University. If someone suspects that another individual has access to their access credentials (e.g. i.e., UserID and/or password) or has evidence of any other security breach, it should be immediately reported to the applicable access control officer, the supervisor, and the NDSU Information Technology Security Officer in Information Technology Services.~~
4. In order to protect the campus data networks, the NDSU Vice President for Information Technology (VPIT) reserves the right to ~~control network access~~ establish requirements and procedures for network access, including. ~~Procedures may include~~ forms of registration and/or authorization before devices are able to access the network. In the event of imminent threats or network disruption, it may also be necessary to temporarily block specific types of network traffic or to isolate portions of the network. ~~Any d~~Devices may be removed from the network or have its network access blocked without notice if ~~they~~ its connection to the network poses a threat to the network, to the device itself, or to the user(s) of the device. Examples of reasons why a device might be removed from the network, or blocked include, but are not limited to, the following:

University Senate Minutes

- ~~54.1. A device does not meet current device requirements. A device is used for unauthorized uses or by unauthorized users (see Policy Section 158).~~
- ~~54.2. A device is used for unauthorized uses or by unauthorized users (see Policy Section 158). Network addresses are unauthorized, misappropriated or have been modified to avoid restrictions.~~
- ~~54.3. Network addresses are unauthorized, misappropriated or have been modified to avoid restrictions. A device does not meet current device requirements.~~
- ~~54.4. Or a device's connection to the network poses a threat to the network network or data security as a result of improper configuration or the user because of vulnerabilities, compromises, incompatibilities with the network, or other reasons.~~
5. Requests for data and networking services must be made to Information Technology Services (ITS). The following procedures apply:
- ~~65.1. Work requests: Request for Data / Networking Services forms are available on the web at http://www.ndsu.edu/its/professional_services/network_services/data_request/. If you have questions, please contact the ITS Help Desk (phone 231-8685 option 1). There is a charge for materials and labor. ITS personnel will provide an estimated cost of the project prior to installation, if requested.~~
- ~~65.2. All wiring for data circuits, for example Local Area Networks (LAN), in campus buildings must be installed and tested by ITS personnel or with their approval before it can be connected to the campus communications backbone.~~
- ~~65.3. Departmental (or Building) LANs connected to the Campus Communication backbone must be linked through equipment authorized by Information Technology Services.~~
- ~~65.4. Wireless access points and other radio communications devices, modems, or other remote access devices connected to the campus network must be authorized by Information Technology Services.~~
- ~~65.5. Unauthorized mechanical or electrical alteration of any part of the network infrastructure (e.g., wall jacks, wire closets, building wiring or circuits, etc.) is prohibited. Employees and VPIT approved third party contractors are responsible for promoting the physical security of electronic computing devices and network infrastructure at all times. Access to wiring closets and other locations with computer or electronics communications equipment ~~should~~ shall be limited and strictly controlled.~~

University Senate Minutes

~~65~~.6. Assignment of network addresses (e.g., Internet Protocol addresses, domain names, etc.) is coordinated by ITS. Contact the Help Desk (231-8685 option 1) for more information.

6. The Vice President for Information Technology (VPIT) reserves the right to establish requirements and procedures for connecting servers to the NDSU networks. Servers are integral to many computer systems and networks. They provide, by their nature, special challenges to ensure the confidentiality, integrity, and availability of computer and network resources.
 - 6.1. A “server” is defined as any device that provides computing service to multiple computers or individuals. See NDUS Procedure 1901.2 section 1 (link to <http://www.ndus.nodak.edu/policies/ndus-policies/subpolicy.asp?ref=2551#DEF>).
 - 6.2. All servers on the NDSU networks or operated by NDSU entities must be registered with the Vice President for Information Technology (VPIT) [link to <http://www.ndsu.edu/vpit>].
 - 6.3. All servers are subject to established NDUS and NDSU policies, procedures, and standards. See NDUS Procedure 1901.2 section 3.5 (link to <http://www.ndus.nodak.edu/policies/ndus-policies/subpolicy.asp?ref=2551#3.5>), the “NDUS Server Information Technology Security Procedures” (link to <http://www.ndus.nodak.edu/uploads/document-library/839/1901.2-SERVER.PDF>), and NDSU VPIT Server Procedures (link to future Web page in <http://vpit.ndsu.edu/>).
 - 6.4. Servers holding private and/or confidential data, defined in the “NDUS Data Classification and Information Technology Security Standards” (link to <http://www.ndus.nodak.edu/uploads/document-library/834/1901.2-DATA.PDF>), are especially critical and must be individually evaluated by the VPIT or designee. The factors to be evaluated include, but are not limited to, the following:
 - 6.4.1. The physical, logical and environmental security of the server.
 - 6.4.2. The professional training of the server administrator.
 - 6.4.3. The configuration of the server with regard to security.
 - 6.4.4. The provision for the regular audit and review of the server.

HISTORY: July 1990; Amended February 1993; June 1996; March 1998; October 2004, October 2007