

Agenda
University Senate Meeting

Meeting time and place: 3:30pm, Monday, January 26, 2009
Memorial Union, Plains Room

I. Substitutions - K. Wold-McCormick

II. Approval of December 8, 2008, minutes

III. Consent agenda

- A. Academic Affairs ([Attachment 1](#))
- B. General Education ([Attachment 2](#))
- C. Policy Coordinating Committee
 - 1. [Policy 122 – Payroll Check - Distribution](#)
 - 2. [Policy 133 – Educational Policy](#)

Any member can request that an item on the consent agenda be placed on the regular agenda.

IV. General Announcements

- A. President Chapman
- B. Provost/VPAA Schnell
- C. D. Cómez, University Senate President
- D. V. Olson, Staff Senate President
- E. J. Heilman, Student Senate President
- F. Other

V. Committee Reports

- A. Academic Affairs – A. Brunt
- B. General Education – L. Peterson
 - 1. NDSU General Education Wellness Requirements ([Attachment 3](#))
- C. Council of College Faculties – H. Hatterman-Valenti
- D. Policy Coordinating Committee – M. Meister
 - 1. [Policy 721 – Campus Emergency Notification Systems \(Attachment 4\)](#)
- E. Other

VI. Unfinished business

VII. New Business

- 1. Update on Sustainability Task Force Initiative – G. Bromley, Chair
- 2. “Students Are Paramount” Presentation – P. Mathew, Vice President for Student Affairs

VIII. Discussion

IX. Adjournment

**Academic Affairs Committee Report
January 26, 2009**

Curricular Recommendations

New Graduate Program							
Transportation and Urban Systems (M.S., M.T.U.S., Graduate Certificate)							
New Graduate Degree							
Master of Transportation & Urban Systems (M.T.U.S.)							
New Courses							
Dept.	No.	Title	Crs.				
CDFS	791	Aging and Mental Health: Clinical Perspectives	3				
CED	709	Community Development Orientation	1				
CED	721	Introduction to Native Community Development	3				
CED	723	Building Native Community and Economic Capacity	3				
CED	727	Indian Country Agriculture and Natural Resources	1				
CED	728	Role of Tribal Colleges in Economic Development	1				
CED	731	Ecological Economics	3				
CED	733	Sustainable Communities	3				
CED	735	Policy and Politics of Coastal Areas	3				
CED	741	Economic Development Strategies and Programs	3				
CED	742	Economic and Fiscal Impact Analysis	1				
CED	743	Cost-Benefit Analysis	1				
CED	744	Local Economic Analysis	1				
CED	745	Land Management Planning	3				
CED	752	Basic Grant Development and Management	3				
CED	753	Not-for-Profit Management	3				
CED	755	Community Leadership and Capacity Building	3				
TL	751	Transportation Systems Security	3				
TL	752	Transportation Planning and Environmental Compliance	3				
TL	753	Transportation System Modeling	3				
TL	754	Urban Transportation Systems Analysis	3				
TL	755	Context Sensitive Solutions	2				
TL	756	Transportation Systems Laboratory	3				
Course Deletions							
ASM	259	Measurements in Natural Resource Systems	1				
HIST	333	Unites States Environmental History	3				
Course Changes							
From:				To:			
Dept.	No.	Title	Crs.	Dept	No.	Title	Crs.
ENT	350	General Entomology	5	ENT	350	General Entomology	3
TL	785	Spatial Analysis of Transportation Systems	4	TL	785	<i>Spatial Analysis in Transportation</i>	3

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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.

Continued Approval (5-Year Renewal) for General Education with No Changes in Outcomes

Course No.	Course Title	Categories	Outcomes
CDFS 186	Consumer and Society	B	2, 3
SOC 412	Sociology of Sex Roles	B, D	3, 4

Continued Approval (5-Year Renewal) for General Education with Changes in Outcomes

Course No.	Course Title	Categories	Previous Outcomes	Recommended Outcomes
GEOG 151	Human Geography	B, G	1, 2, 3, 6	3, 6

PROPOSED CHANGE:**NDSU General Education Requirements**

These requirements apply to all NDSU students in pursuit of a baccalaureate degree. Refer to www.ndsu.edu/registrar for a current and complete listing of General Education course offerings, policies and transfer procedures. Only courses approved by the General Education Committee and University Senate may fulfill category requirements.

Total Required General Education Credits.....40

The General Education core is 40 credits for students enrolling at NDSU fall 2007 and later (39 credits for students who transfer 24 or more semester credits). Students who enrolled prior to fall 2007 must complete a 37-credit general education core (36 credits if 24 or more semester credits were transferred). Some programs of study require additional or specific general education requirements. Consult your curriculum guide or advisor.

Courses Approved for General Education**First Year Experience Course (F)..... 1**

-A first-year experience course is required of all new students who transfer fewer than 24 semester credits to NDSU.

ABEN/AGRI/BUSN/HD&E/ME/UNIV 189:
Skills for Academic Success 1

Category 1: Communication (C) 12
(9 credits if enrolled prior to fall 2007)

COMM 110: Fundamentals of Public Speaking 3

Nine Credits must be in Writing, three at Upper-Level:

ENGL 110: College Composition I 3
or ENGL 111: Honors Composition I 3
or ENGL 112: ESL College Composition I 4
ENGL 120: College Composition II 3
or ENGL 121: Honors Composition II 3
or ENGL 122: ESL College Composition II 4

Upper-Level Writing:

ENGL 320: Business and Professional Writing 3
ENGL 321: Writing in the Technical Professions 3
ENGL 322: Creative Writing I 3
ENGL 323: Creative Writing II 3
ENGL 324: Writing in the Sciences 3
ENGL 325: Writing in the Health Professions 3
ENGL 357: Visual Culture and Language 3
ENGL 358: Writing in the Humanities/Social Sci 3
ENGL 459: Research and Writing Grant Proposals.... 3
FREN 360: Studies in Language & Style 3
HIST 390: Historical Research and Writing 3
MICR 354: Scientific Writing 3
SPAN 401: Advanced Spanish Writing & Grammar.. 3

Category 2: Quantitative Reasoning (R).....3

CSCI 122: Beginning BASIC/Visual BASIC 3
CSCI 125: Beginning COBOL 3
CSCI 159: Computer Science Problem Solving 3
MATH 104: Finite Mathematics..... 3
MATH 146: Applied Calculus I..... 4
MATH 165: Calculus I 4
STAT 330: Introductory Statistics 3

Category 3: Science & Technology (S)..... 10

-Includes natural and physical science, and technology courses
-At least four credits must be in natural or physical sciences.
-A 1-credit lab must be taken as a co-requisite with a general education science/technology course unless the course includes an embedded lab experience equivalent to a one-credit course.

Natural Science (Sn):

BIOL 111/111L: Concepts of Biology/Lab 3/1
●BIOL 124/124L: Environmental Science/Lab..... 3/1
BIOL/ZOO 126: Human Biology 3
BIOL 150/150L: General Biology I/Lab 3/1
BIOL 151/151L: General Biology II/Lab 3/1
BIOL 220/220L: Human Anatomy & Phys I/Lab .. 3/1
ENT 210: Insects, Humans, & the Environment 3
HNES 250: Nutrition Science..... 3*
MICR 202/202L: Intro Microbiology/Lab..... 2/1
●NRM/RNG 225: Nat Res & Agro-ecosystems..... 3
●PLSC 110: World Food Crops/Lab 3
PLSC 111: Genetics and You 2
PLSC 210/211: Horticulture Science/Lab 3/1
PLSC/BIOL/BOT/ZOO 315/315L: Genetics Lab ... 3/1

Physical Science (Sp):

CHEM 117/117L: Chemical Concepts & Appl/Lab 3/1
CHEM 121/121L: General Chemistry I/Lab 3/1
CHEM 122/122L: General Chemistry II/Lab 3/1
●GEOL 105/105L: Physical Geology/Lab 3/1
●GEOL 106/106L: The Earth Through Time/Lab .. 3/1
GEOL 304: Eastern North Dakota Field Course 1
PHYS 110/110L: Introductory Astronomy/Lab 3/1
PHYS 120/120L: Fundamentals of Physics/Lab 3/1
PHYS 211/211L: College Physics I/Lab 3/1
PHYS 212/212L: College Physics II/Lab 3/1

Technology (St):

CSCI 114: Microcomputer Packages..... 3
OR CSCI 116: Business Use of Computers..... 4
SOIL 217: Intro to Meteorology & Climatology 3

Category 4: Humanities & Fine Arts (A)..... 6

-No more than three credits may be in fine arts performance.

ADHM 310: History of Fashion 3
ADHM 315: History of Interiors I..... 3
ADHM 316: History of Interiors II..... 3
■ADHM 410: Dress in World Cultures..... 3
■ADHM 411: Food and World Cultures 3
●ARCH 321: History of Architecture I 3
ARCH 322: History of Architecture II 3
■ART 110: Introduction to the Visual Arts..... 3
●ART 111: Introduction to Art History..... 3
ART 210: Art History I 3
ART 211: Art History II 3
CLAS 101: First-Year Latin I..... 4
CLAS 151: First-Year Greek I 4
ENGL 220: Introduction to Literature 3
ENGL 225: Introduction to Film 3
ENGL 251: British Literature I..... 3
ENGL 252: British Literature II 3
ENGL 261: American Literature I..... 3
ENGL 262: American Literature II 3
■ENGL 330: British/American Women Writers 3
■ENGL 335: Multicultural Writers 3
●ENGL 336: Literature and the Environment 3
■ENGL 340: 19th-Century American Fiction 3
■ENGL 341: 20th-Century American Fiction 3

Credits

Category 4: Humanities & Fine Arts (A) continued:

■ENGL 345: Themes in American Culture	3
ENGR 311: History of Technology in America.....	3
ENVD 101: Introduction to Environmental Design....	3
●FREN 101: First-Year French I.....	4
●FREN 102: First-Year French II.....	4
■FREN 201: Second-Year French I.....	3
■FREN 345: Women in French Literature	3
●GERM 101: First-Year German I.....	4
●GERM 102: First-Year German II.....	4
■GERM 201: Second-Year German I.....	3
●GERM 220: German Culture & Society.....	3
HIST 101: Western Civilization I.....	3
HIST 102: Western Civilization II.....	3
HIST 103: U.S. to 1877	3
HIST 104: U.S. Since 1877.....	3
■HIST 135: Race in U.S. History	3
■HIST 261: American Indian Story.....	3
■HIST 271: Introduction to Latin American History .	3
●HIST 381: Australia & New Zealand	3
■HIST 431: The North American Plains	3
■HON 386: World Lit: Imaginary Homelands	3
LA 322: History of Landscape Architecture	4
MUSC 100: Music Appreciation	3
MUSC 103: Introduction to Music History	3
■MUSC 108: Roots of American Popular Music	3
■MUSC 201: World Music.....	3
PHIL 101: Introduction to Philosophy.....	3
■PHIL 215: Contemporary Moral Issues.....	3
RELS 100: Introduction to Religion	3
●SPAN 101: First-Year Spanish I.....	4
●SPAN 102: First-Year Spanish II.....	4
■SPAN 201: Second-Year Spanish I.....	3
THEA 110: Introduction to Theatre Arts	3
■THEA 115: World Film.....	3
■THEA 280: World Theatre.....	3
■WS 110: Introduction to Women's Studies.....	3

Fine Arts Performance:

-Any performance courses must be in addition to those required for the student's major.

ART 124: Three-Dimensional Design	3
ART 130: Drawing I.....	3
THEA 161: Acting I.....	3

Category 5: Social & Behavioral Sciences 8**5.1. At least six credits must be taken from the following list of Social & Behavioral Sciences courses (B) 6**

ADHM 486: Dress & Human Behavior.....	3
■ANTH 111: Introduction to Anthropology.....	3
CDFS 135: Family Science.....	3
CDFS 186: Consumer & Society.....	3
CDFS 230: Life Span Development	3
●CDFS 468: Families and Work	3
■CDFS 475: Children & Families Across Cultures....	3
COMM 112: Understanding Media/Social Change	3

Credits

Category 5: Social & Behavioral Sciences continued:

COMM 114: Human Communication	3
COMM 212: Interpersonal Communication.....	3
■COMM 216: Intercultural Communication.....	3
●ECON 105: Elements of Economics	3
●ECON 201: Principles of Microeconomics.....	3
●ECON 202: Principles of Macroeconomics	3
●ENGR 312: Impact of Technology on Society.....	3
●GEOG 151: Human Geography	3
●GEOG 161: World Regional Geography	3
H&CE 341: Leadership & Presentation Techniques .	3
POLS 110: Introduction to Political Science	3
POLS 115: American Government.....	3
●POLS 120: Terrorism.....	3
●POLS 220: International Politics.....	3
PSYC 111: Introduction to Psychology.....	3
PSYC 210: Human Sexuality	3
PSYC 211: Introduction to Behavior Modification	3
PSYC 212: Psych Aspects/Drug Use/Abuse	3
PSYC/SOC 214: Social Interaction	3
PSYC 250: Developmental Psychology	3
PSYC 270: Abnormal Psychology	3
SOC 110: Introduction to Sociology	3
■SOC 202: Minorities & Race Relations	3
■SOC 412: Sociology of Sex Roles	3

5.2. At least two credits must be taken from the following list of Social/Behavioral Science –**Wellness (W) credits:..... 2**

-Required is a social/behavioral science course that integrates at least two areas of lifelong wellness: emotional well-being, nutrition, physical activity, and psychological development.

CDFS 182: Wellness and Aging.....	3
CDFS 242: Couples, Marriages, and Families.....	3
HD&E 220: Individual & Family Wellness.....	2
HNES 100: Concepts of Fitness & Wellness.....	2
HNES 111: Wellness	3
HNES 200: Principles of Nutrition.....	3
HNES 217: Personal & Community Health	3
HNES 270: Consumer Issues in Nutrition.....	3

*The 2-credit Wellness requirement may also be satisfied with HNES 250: Nutrition Science from Category 3: Science & Technology. However, it may only fulfill Wellness if taken in addition to the 10 credits required in Science & Technology. It may not be counted in more than one category.

■ Category 6: Cultural Diversity (D)

-This requirement is met by completing any general education course designated with a square indicating it also is approved for Cultural Diversity. No additional credit is required.

● Category 7: Global Perspectives (G)

-This requirement is met by completing any general education course designated with a circle indicating it also is approved for Global Perspectives. No additional credit is required.

Category 8: Communication Activities in Upper-Division Major Courses**Category 9: Comprehension of Personal and Professional Ethics Integrated into Majors****Category 10: Capstone Experience in All Majors**

POLICY CHANGE COVER SHEET

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

Section 721: CAMPUS EMERGENCY NOTIFICATION SYSTEMS (GENS)

SBHE Policy 1902 stipulates that each institution adopt policy and implementing procedures for campus emergency notification systems by mid-January 2009. This new policy takes language for the listed requirements in SBHE 1902 directly from that policy and resulting NDUS procedure and adds to it NDSU's requirements in italics.

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

Policy Committee: 12/10/08

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 (11/14/08)

Vice President for Finance & Administration (11/14/08)

SECTION 721 – CAMPUS EMERGENCY NOTIFICATION SYSTEMS (CENS)

Draft # 2
12/10/08

Source: NDSU President
SBHE Policy Manual 1902, NDUS Procedures 1902, Higher Education Act

1. Effective with the beginning of the fall 2008 semester, each institution and the NDUS office shall have in place an emergency notification system. An "emergency notification system" means a system established for the purpose of and dedicated to enabling institution or system officials to quickly contact or send messages to employees and students in event of an emergency. An "emergency" means a situation that poses an immediate threat to the health or safety of someone in the institution or system community or significantly disrupts institution or system programs and activities.
 - 1.1 Beginning with the fall 2008 semester, the system office and all institutions shall subscribe to the NotiFind emergency notification system, in partnership with OMB Risk Management Division and other state agencies. Thereafter, the system office and NDUS institutions shall continue to participate in NotiFind or other single, uniform system for all institutions, approved by the NDUS CIO. The NDUS CIO shall approve all NDUS or institution contracts for emergency notification systems.
 - 1.2 Implementing procedures shall, as mandated by the 2008 amendments to the Higher Education Act, provide for activation of an emergency notification system to "immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving the immediate threat to the health or safety of students or staff occurring on the campus, unless issuing a notification will compromise efforts to contain the emergency."
2. All NDUS employees must participate in the emergency notification system. Participation means employees shall submit emergency notification information and update that information as provided in the institution's or system's emergency notification system policy and procedures.
 - 2.1 *All NDSU employees, including graduate and undergraduate student employees, must participate in the emergency notification system. Employees shall submit emergency notification information and update that information as requested by the university or as employees become aware of changes in their personal information. This verification process will be completed in PeopleSoft/Oracle in a manner established by ConnectND.*
3. Students other than student employees, although not required to participate, shall be notified of their opportunity to participate in the emergency notification system and encouraged to do so during registration or as otherwise provided under an institution's emergency notification system policy or procedures. All student employees, including undergraduate and graduate student employees, must participate in the emergency notification system.
 - 3.1 *Participation means students shall submit emergency notification information and update that information as requested by the university or as students become aware of changes in their personal information. **At a minimum**, verification of data should occur at least once a semester to assist in having the most current information available during the emergency notification process.*
4. Employee emergency notification telephone numbers or other emergency notification information is exempt from the state's open records laws as provided in [SBHE Policy 1912.4](#) and may be released only as provided in that policy. Student emergency notification information, or contact information

such as phone numbers or email addresses submitted for purposes of participation in an emergency notification system, shall be excluded from directory information and is, therefore, confidential as provided under the Family Educational Rights and Privacy Act (FERPA). However, if a student phone number or email or other address submitted for the purpose of participation in an emergency notification system is also contained in other institution records used for other purposes, the information contained in the other institution records is directory information and not confidential, unless a student has exercised the student's right to refuse to permit disclosure of directory information.

5. Emergency notification systems must be tested periodically and at least once during each semester.
 - 5.1 *The University Police & Safety Office will be responsible for the testing of the CENS on a monthly basis, which will be the first Wednesday of each month at 2:00 p.m. Central Standard Time.*
6. *The only personnel authorized to **approve** an emergency message are the NDSU President, members of the President's Cabinet, the Director of the University Police & Safety Office (UP&SO) or a designated representative(s) of these officials.*
 - 6.1 *The designated representative(s) must be identified in writing to the UP&SO by the appropriate authorized personnel listed in section 6 above.*
 - 6.2 *When an emergency notification message is authorized, it becomes the responsibility of the office or department originating the message to provide any follow-up and/or end of emergency messages for release. It is also the responsibility of the originating office or department to coordinate any media contact through University Relations at the time of the notification and/or during the emergency, unless an otherwise designated media protocol is established as part of the NDSU Crisis Management Response Team plan.*
7. *Emergency notification messages may only be transmitted through the UP&SO Communications Call Center, which operates on a 24/7 basis.*
 - 7.1 *An emergency notification message must receive authorization from a person listed in section 6 above.*
 - 7.2 *The Communications Call Center operator will give priority to the transmission of the emergency notification message and utilize the NDSU Campus Emergency Notification System (CENS).*
 - 7.3 *Communication Call Center operators will document the receipt and transmission of all emergency notification messages.*
8. Instructors will be permitted to require students to turn cell phones off in class only if the instructor has a registered cell phone or other phone or means of receiving emergency messages in use at all times students are required to turn their cell phones off.
 - 8.1 *Instructors may not require students' cell phones to be turned off in a class, unless the instructor has a cell phone registered within the NDSU CENS, in use and on his/her person during class or another phone or means of receiving NDSU CENS notices is available in the classroom.*
9. *To report an emergency, call 911 for ambulances/fire/police/sheriff. When calling remain on the line, give location and describe the emergency.*

- 9.1 *Employees and students should become familiar with evacuation and shelter-in-place procedures and guidelines in the **Personal Safety & Security on the NDSU Campus** handbook available in hard copy from UP&SO or on-line at the [University Police website](#).*

(NOTE: This portion is not a part of NDSU Policy 721 - these are the requirements that come from SBHE Policy 1902. The information in parenthesis denotes the section of NDSU Policy 721 where the item is incorporated.)

SBHE Section: 1902.5 Emergency Notification Systems

Each institution shall adopt an emergency notification system policy and implementing procedures including:

Statement that employee, including student employee, participation is mandatory; **(SECTION 2.1)**

Provision for student participation; **(SECTION 3)**

Restrictions on use only for an emergency as defined in this policy and authorized tests, which must be conducted at least once each semester; **(SECTIONS 5, 6, 7)**

Policy governing student use of cell phones in class, including a provision permitting instructors to require students to turn cell phones off in class only if the instructor has a registered cell phone or other phone or other means of receiving emergency messages in use at all times students are required to turn their cell phones off; **(SECTION 8)**

Procedures governing updates and refreshing data, including a requirement that data be refreshed at least once each semester; **(SECTION 3.1)**

Identification of officials authorized to activate the system; **(SECTION 6)**

Instructions to employees and students for reporting emergency situations or incidents, including offices and telephone numbers of designated officials to whom emergency situations or incidents should be reported; **(SECTION 9)**

Guidelines regarding notice to or contacts with media; **(SECTION 6.2)**

Procedures for additional notifications as appropriate depending on circumstances. **(SECTION 6.2)**