

**Meeting Agenda**

May 10, 2021

- I. Call to Order.
- II. Attendance.
- III. Adoption of the Agenda.
- IV. Approval of Meeting Minutes from April 12, 2021.
- V. Announcements.
  1. Dean Bresciani, President
  2. Margaret Fitzgerald, Provost
  3. Florin Salajan, Faculty Senate President
  4. Molly Secor-Turner, Faculty Senate Past-President
  5. Anastassiya Andrianova, Faculty Senate Acting President-Elect
  6. Joshua Schroetter, Staff Senate President
  7. Carl Ludewig, Student Body President
  8. Philip Hunt, Registrar
  9. Amelia Asperin, HSE Senator
- VI. Committee and Other Reports.
  1. Budget Committee report
- VII. Consent Agenda.
  1. UCC Report
- VIII. Special Order
  1. Election for the Faculty Senate President-Elect
    - i. Nominations:
      - a. Dr. Anastassiya Andrianova
- IX. Unfinished Business.
- X. General Order
  1. NDSU grading system change proposal
- XI. New Business.
  1. Proposed amendments to the Faculty Senate Constitution
  2. Proposed amendments to the Faculty Senate Bylaws
  3. Formation of ad-hoc committee for internationalization and global engagement
- XII. Adjournment.

## Meeting Minutes

April 12, 2021

I. Call to Order. - Meeting called to order by President Salajan at 3:02pm.

II. Attendance.

Faculty Senate Members		Substitutions	Present
Molly Secor-Turner, Past President			x
Florin Salajan, President			x
Ali Amiri, Parliamentarian			x
Christopher Byrd	AFSNR		x
Tom DeSutter	AFSNR		
Andrew Green	AFSNR		x
Jeremy Jackson	AFSNR		x
Ryan Limb	AFSNR		x
Birgit Pruess	AFSNR		x
David Ripplinger	AFSNR		x
Guiping Yan	AFSNR		x
Eric Berg	AFSNR		x
Qi Zhang	AFSNR		x
Bakr Aly Ahmed	AHHS		x
Anastassiya Andrianova, Acting President Elect	AHHS		x
Lisa Arnold	AHHS		x
Sean Burt	AHHS		x
John Creese	AHHS	Ellen Rubenstein	x
Pam Emanuelson	AHHS		x
Kristen Fellows	AHHS		x
Holly Hassel	AHHS		x
Dan Pemstein	AHHS		x
Onnolee Nordstrom	BUS		x
Fred Riggins	BUS		x

Ruilin Tian	BUS		x
Eric Asa	ENG		
Long Jiang	ENG		x
Zhibin Lin	ENG		x
Majura Selekwa	ENG	Robert Pieri	x
Changhui Yan	ENG		x
Shannon Harriger	HP	Karla Haug	x
Mary Larson	HP		x
Sharon Nelson	HP		x
Stephen O'Rourke	HP		x
Sara Thompson	HP		x
Amelia Asperin	HSE		x
Katie Lyman	HSE		x
Kimberly Overton	HSE		x
Tom Carlson	HSE		x
Laura Aldrich-Wolfe	SM		x
Josef Dorfmeister	SM		x
John Hershberger	SM	Warren Christensen	x
Ken Lepper	SM		x
Mark McCourt	SM		x
Kent Rodgers	SM		x
Abraham Ungar	SM		x
Pinjing Zhao	SM		x

- III. Adoption of the Agenda. - Motion to approve by Senator Christensen, seconded by Senator Asperin. Senator Aly Ahmed motion to add new grading scale proposal to the New Business section of the agenda, seconded by Senator Limb. Vote by voice acclamation; motion to approve passed unanimously. Motion by Senator Christensen to add the Resolution in support of Dr. Secor-Turner to New Business, seconded by Senator Andrianova. Vote by acclamation; motion passed unanimously. Vote to adopt revised agenda by voice acclamation; agenda approved unanimously.
- IV. Approval of Meeting Minutes from March 8, 2021. - Motion to approve the meeting minutes by Senator Christensen, seconded by Senator Pieri. Vote by acclamation, motion approved unanimously.

V. Announcements.

- a. Dean Bresciani, President - *It has been a long couple of weeks at the legislature. Largely, very positive things to report from Bismarck. Higher education funding formula will get a boost this session and not looking at a cut, including a 1.5% and 2% cost of living increase to state employees. The Agricultural Products Development Center was approved with \$50 million coming from bonding, \$20 million from appropriations and have raised \$5 million totaling \$75 million; also received authorization to go up to \$85 million. Recognized strong support from legislators throughout the state to enable NDSU to get 3 capital construction projects. Research proposal still being moved through the legislature at \$43 million for the biennium. Has strong support and indications suggest the proposal may get on the books and funded at at least a modest level. Reports that SB2030 will come right down to the wire - a minority of legislators are righteously indignant and judging research, an insult to academic freedom; more realize the research is coming to a close, but now expanded to other programs (DCE); another group responding to their constituents, but are not in support of infringement on academic freedom; the third group is openly against. Passed in House, now will move to the Senate for a vote, but it hasn't been moved yet. Senate could approve what the House has proposed, but likely will not and the bill will go to conference committee. Questions remain if the governor will approve it or not. Senator Pieri asked how many days are left to keep 10 days remaining. President Bresciani stated that early or middle of next week is the target date. Question in the chat from CCF President Hellevang about the role of the CCF. Bresciani stated he is pleased this has been presented as a system-wide issue and not just an NDSU problem. Encouraged continuing with collective action and reaching out to Senate and House leadership.*
- b. Margaret Fitzgerald, Provost - *not in attendance.*
- c. Florin Salajan, Faculty Senate President - *thanked Executive team, Senators, and other faculty for action in response to SB2030. Thanked President Bresciani and Provost Fitzgerald for taking an uncompromising stance to defend academic freedom. Reminder that there is an electronic ballot for CCF Representative positions due by April 19<sup>th</sup>. Moving into the next term for Faculty Senate membership and now collecting nominations for Faculty Senate President Elect. Election will take place at the May Faculty Senate meeting. Requested information regarding meeting format (e.g., in-person, hybrid) for Faculty Senate meetings in fall semester. Senator Aly Ahmed expressed a concern about being able to submit multiple votes via Qualtrics for the CCF election. Senator Christensen asked for*

*clarification about the current presidency/succession of leadership; President Salajan responded that he will serve as President next year.*

- d. Molly Secor-Turner, Faculty Senate Past-President - *Offered thanks to faculty and President Salajan for work on SB2030.*
- e. Anastassiya Andrianova, Faculty Senate Acting President-Elect - *no announcements.*
- f. Maggie Latterell, Staff Senate President - *Gunkelman Award Celebration on May 7<sup>th</sup> at 3pm via Zoom. Staff Recognition Awards will be celebrated in Staff Senate on June 2 at 9:30am. This is the last meeting for President Latterell, who thanked President Salajan and Faculty Senate for their collaboration and commitment to protecting academic freedom on campus.*
- g. Matthew Friedmann, Student Body President - *Announced this is his last meeting with Faculty Senate as Student Body President and thanked Faculty Senate for their collaboration. Expressed appreciation for the activism of students in response to challenges to academic freedom. Reminded Senators that the vaccination clinic will take place on Wednesday and spots for vaccination remain open. Asked faculty to remind students that vaccines are available.*
- h. Philip Hunt, Registrar - *no announcements.*
- i. Lisa Arnold, AHSS Senator - *provided an update on the English Placement mechanism we will be using at NDSU. Standardized test scores for admission were suspended during the pandemic which resulted in needing a new way to place students into English courses. Students will complete an English Placement Survey via Blackboard to assess students' background and experience with writing to better place students. Survey takes 10-20 minutes. Students will receive an email with the results and recommended English course to select. Students with transfer credits for English 110 or 120 can just register for the next level course and do not need to take the English Placement Survey. While this is a temporary solution to the waiver of standardized test requirements, they are hopeful this placement approach will continue.*
- j. Alicia Laferriere, NDSU Bookstore - *Provided an overview of course textbook savings to students. Reported \$1.9 million cost savings. Now taking course textbook adoption for Summer and Fall Semesters; up to 56% of sections have so far been submitted. Can provide support for textbook adoption and open resource adoption.*

VI. Committee and Other Reports.

- a. Budget Committee report - Dr. Miller reported that the committee met with Huron Consulting and learned about their methodology. Met with Provost last week to plan for moving forward. Reported that Huron has submitted their findings to Deans. Suggested that Faculty should connect with their Deans to access findings and that action will take place at the College level. Huron will be presenting opportunities for growth and efficiencies in addition to suggested cuts. The Provost will share university level cuts with the faculty. Huron's recommendations are only recommendations, and faculty will have an opportunity for input. One finding is our cost to educate graduate students is very high. Question from Senator McCourt, is there a role for the Budget Committee to directly provide information to the faculty? Dr. Miller suggested they would like to see open forums and that they will hold Provost Fitzgerald to that. Senator Pieri asked about the inclusion of research in the estimates of Huron. Dr. Miller responded that they are really focused on the cost of educating the graduate students but not on research benefit so the data should be taken in light of departmental specifics.
- b. Legislative Affairs Ad-Hoc Committee report - Senator Lyman provided thanks to the administration for being proactive in the communication with faculty regarding legislation that impacts campus. No formal report, but opened floor to questions. Senator Andrianova asked for any updates on HB1503 (campus free speech bill). President Salajan reported he believes the bill was passed. President Bresciani agreed he believes the bill was passed. Senator Lyman added the bill was passed in both the House and Senate.

VII. Consent Agenda.

- a. UCC Report - Senator Pieri motion to approve, Senator Christensen seconded. Vote by electronic poll; 38 yea, 0 nay, 1 abstain. Motion passed to approve the UCC Report.

VIII. General Order

- a. Policy 158.1 - Motion to approve by Senator Pieri, seconded by Senator Burt. Senator Pieri inquired if this policy implies that all communication with administrators will now be done via email. President Salajan responded he did not know the answer. Senator Lepper responded that email is already considered the official means of communication and this policy protects what already exists but prevents email being forwarded in ways that are not approved. Vote by electronic poll; 35 yea, 0 nay, 5 abstain. Motion passed to approve Policy 158.1.

IX. Unfinished Business. - none

X. New Business.

- a. *Grading System Proposal to add plus/minus. - Senator Aly Ahmed presented an overview of the proposed revision to the grading scale. Motion for approval by Senator Zhao, seconded by Senator Emanuelson. Senator Asperin expressed concern that there hasn't been time to collect feedback from other faculty and students. Senator Jackson reported support of the concept but wants to ensure academic freedom in setting the percentages and weights for the grade levels. Senator Pieri motion to postpone, seconded by Senator Aperiin. Senator Zhao added that other schools in MN, MT, and WI use similar plus/minus scales around similar point values. ND, SD, and WY do not use the plus/minus scale. Senator McCourt suggested a finer grading scale is beneficial and offered support for the grading scale change. Vote by electronic poll to postpone grading scale change until next meeting; 37 yea, 2 nay, 0 abstain. Motion to postpone approved.*
- b. *Resolution in support of Dr. Secor-Turner - Senator Pieri motion to approve, seconded by Senator Pruess. Senator Christensen provided an overview of support for Dr. Secor-Turner and the intent of the resolution is to provide support for Dr. Secor-Turner and her research, rather than provide criticism to the process. Senator Lepper suggests that the resolution has the potential to draw attention to NDSU and draws personal attention to a single faculty member. Senator Pieri adds that to avoid what was pointed out before would make sense to approve this resolution after the legislative meeting. Senator Pieri motion to postpone, Senator Lepper seconded. Senator Lyman expressed concern about waiting that would result in being a day late and a dollar short. Senator Andrianova supported the idea of the need to send the message to the legislators and waiting will be too late. Senator Carlson also agreed that voting should happen now and not be postponed. This issue has a long history and it is time to make a statement now. Senator Christensen also supports proceeding with the vote. Vote to postpone the resolution by electronic poll; 7 yea, 33 nay, 0 abstain. Motion to postpone failed.*  
*Return to main motion to approve. Motion by Senator Pieri to amend the resolution to read "in support of **academic freedom and** Dr. Secor-Turner," seconded by Senator Lepper. Senator Christensen states that the issue of academic freedom has*

*already been addressed in other ways. Senator Hassel agrees that we have already addressed academic freedom and this resolution is to support Dr. Secor-Turner, opposes amending language. Senator Pieri suggests this is making it a personal issue and “slapping the legislature in the face.” Senator Lepper agreed that this is potentially hurtful to NDSU. Senator Jackson encouraged thinking about the outcome as this might be perceived as combative. Senator Aldrich-Wolfe commented that the issue was already very personal and this is an attempt to stand in support of our colleague. Senator Christensen reiterated this is a statement of support and was significantly revised to avoid being combative. This is an attempt to stand in solidarity with a colleague. Electronic vote to amend the resolution; 12 yea, 25 nay, 2 abstain. Motion to amend failed.*

*Electronic vote to approve main motion to approve the resolution as written; 33 yea, 3 nay, 3 abstain. Motion to adopt the resolution passed.*

- XI. Adjournment. - Senator Pieri motion to adjourn, seconded by Senator Aly Ahmed. Vote by acclamation; passed unanimously. Meeting adjourned at 4:40pm.

**University Curriculum Committee Report  
For Faculty Senate Meeting on May 10, 2021**

New Programs	
Public Policy – undergraduate minor	
PhD, Applied Economics	

Program Changes	
B.S., Health Education – removing courses that either no longer exist or are no longer required.	
B.S., Medical Laboratory Science – changing ZOO 315 to BIOL 315 and adding BIOL 151 as a required course.	
B.S., Physical Education – a second option was added for those not seeking teacher licensure.	
B.S., Respiratory Care - changes are primarily based on a desire to bring the current prerequisite requirements more in line with other Health Professions majors.	
BS/BA, Hospitality & Tourism Management – removed HNES 141 and revised ADHM 404L to meet accreditation competency requirements.	
BS/BA, Political Science (standard) – removed POLS 489 and replaced it with an upper division substantive course.	
BS/BA, Social Science Education – removed ANTH/SOC/PSYC categories because they do not fulfill any state content standards requirements and added additional credits in HIST to better prepare classroom teachers.	
Certificate, Youth Development – HDFS 710 changing from 1 to 3 credits and HDFS 711 is now required.	
Certificate, Youth Program Mgmt & Eval – HDFS 710 changing from 1 to 3 credits and HDFS 717 and HDFS 718 are now required.	
Emergency Management minor – added the Disaster Analysis course to various minor options.	
Minor – Reliability Engineering – added IME 465 as an acceptable tech elective option.	
M.S., Computer Science – updating the option based on new courses and to prevent the need for similar updates in the near future.	
M.S., Human Development & Family Science – HDFS 710 changing from 1 to 3 credits and HDFS 790 added as an elective option along with HDFS 714 and 715.	
M.S., Software Engineering – updating the option based on new courses and to prevent the need for similar updates in the near future.	
PhD, Computer Science - updating the option based on new courses and to prevent the need for similar updates in the near future.	
PhD, Developmental Science - added other options for students to fulfill the requirement of a course in college teaching to give students more flexibility.	
PhD, Emergency Management – removing EMGT 730 from the core requirements.	
PhD, Software Engineering - updating the option based on new courses and to prevent the need for similar updates in the near future.	
Undergraduate Entrepreneurship certificate – adding ENTR 440 and MGMT 472 as course options.	
Undergraduate Entrepreneurship minor – moving MGMT 472 as a substitute option for ENTR 301.	

General Education changes	
BIOL 111, Concepts of Biology – revalidation for the Science and Technology category.	
CSCI 114, Computer Applications – revalidation for the Science and Technology category.	
CSCI 122, Visual Basic – revalidation for the Quantitative Reasoning category.	
GEOL 219, Oceanography – approved for Science & Technology and Global Perspectives categories.	
HNES 100, Concepts of Fitness & Wellness – revalidation for the Social and Behavioral Sciences - Wellness category.	
HNES 111, Wellness – revalidation for the Social and Behavioral Sciences – Wellness category.	
POLS 231, Law and Society – approved for Social and Behavioral Sciences category.	

New Courses			
Subject	No.	Title	Effective Term
BIOL	826	Integrative Organismal Biology	Fall 2021
CHP	325	Clinical Applications of Genetics	Summer 2021
CSCI	420/620	Introduction to Data Science in Python	Fall 2021
ECE	486/686	Biosensing Technology	Fall 2021
EDUC	463	Inclusive Instructional Planning Across the K-12 Setting	Fall 2021
HNES	349	Advanced Coaching	Spring 2022
POLS	231	Law and Society	Fall 2021
SPAN	303	Spanish for Health Care	Fall 2021
SPAN	403	Advanced Spanish for Health Care	Fall 2021

New Special Topics Course			
Subject	No.	Title	Effective Term
MUSC	796	Introduction to Dalcroze Eurhythmics	Summer 2021

Course Reactivations			
Subject	No.	Title	Effective Term
ECE	425	Introduction to Semiconductor Devices	Spring 2022

Course Changes								
From:				To:				
Subject	No.	Title	Crs.	Dept	No.	Title	Crs.	Effective Term
ADHM	271	Visual Merchandising and Promotion	3	ADHM	373	Visual Merchandising and Promotion	3	Spring 2022
ADHM	272	Product Development	3	ADHM	472	Product Development	3	Spring 2022
ADHM	401	Convention and Meeting Planning	3	ADHM	401	Event Planning and Production	3	Spring 2022

Course Changes (continued)								
From:				To:				
Subject	No.	Title	Crs.	Dept	No.	Title	Crs.	Effective Term
CSCI	114	Microcomputer Packages	3	CSCI	114	Computer Applications	3	Fall 2021
CSCI	428/628	Computational Techniques for Environmental Sustainability	3	CSCI	428/628	Spatial Data Science	3	Fall 2021
EDUC	733	Technology and Information Systems	2	EDUC	733	Technology and Information Systems	3	Summer 2021
EDUC	735	Personnel, Supervision and Staff Development	4	EDUC	735	Personnel, Supervision and Staff Development	3	Summer 2021
EDUC	736	Policy and Educational Finance	2	EDUC	736	Policy and Educational Finance	3	Summer 2021
EDUC	738	Administration of K-12 Schools	2	EDUC	738	Administration of K-12 Schools	3	Summer 2021
H&CE	446/646	Extension Education	2	H&CE	446	Extension Education	3	Fall 2021
H&CE	743	SAE/Adult Programs	3	H&CE	743	Experiential and Learner-Centered Instruction	3	Summer 2021
HDFS	710	Foundations of Youth Development	1	HDFS	710	Foundations of Youth Development	3	Fall 2021
LA	272	Parks & Open Spaces Studio	6	LA	374	Park + Open Space Design Studio	6	Fall 2021

Changes in Course Descriptions and/or Requisites				
Subject	No.	Title	Prerequisite/Co-requisite/Description Change	Effective Term
ADHM	280	Technology Applications for the Apparel Industry	Prereq: ADHM 181.	Spring 2022
ADHM	371	Fashion Trend Analysis and Forecasting	Prereq: ADHM 181 and ADHM 280.	Fall 2021
ADHM	373	Visual Merchandising and Promotion	Prereq: ADHM 280.	Spring 2022
ADHM	375	Professional Development	Prereq: at least junior standing.	Fall 2021
ADHM	401	Event Planning and Production	Desc: This course provides practical application of event management and covers planning and production of events for a corporation, association, or special group. The roles and responsibilities of event professionals are examined. Emphasis is on event planning process and a step-by-step method for producing events. Prereq: ADHM 301.	Spring 2022
ADHM	404L	Restaurant Operations Management Laboratory	Desc: This course is an introduction to managerial and operational principles for restaurant management. The course also provides students the opportunity to apply basic management principles in quantity food preparation and service appropriate for casual dining establishments. Co-req: ADHM 404.	Fall 2021
ADHM	470	Retail Financial Management and Control	Desc: Advanced applications of the principles and mathematics in merchandise planning, buying, and control process. Prereq: ADHM 386, CSCI 114 or TL 116, MRKT 320, MGMT 320 and ACCT 102.	Fall 2021
ADHM	472	Product Development	Desc: Examination of issues and strategies necessary to produce soft goods in relation to product development, sourcing and manufacturing. Focus on developing technical specifications relative to quality, performance and cost of apparel products. Prereq: ADHM 280, ADHM 366, ADHM 367, ADHM 371 and ADHM 385.	Spring 2022
AGEC	446	Agribusiness Finance	Desc: Application of financial theory to investment and liability management problems of agribusiness and farm firms. Characteristics, operations, and management of agricultural financial institutions. 3 credits. Prereq: AGECE 339. Co-req: AGECE 346.	Fall 2021

Changes in Course Descriptions and/or Requisites (continued)				
Subject	No.	Title	Prerequisite/Co-requisite/Description Change	Effective Term
CSCI	114	Computer Applications	Desc: General introduction to computer concepts, operating systems, the internet, word processing, spreadsheets, database management, and presentation software. Credit awarded only for CSCI 114 or CSCI/MIS/TL 116, not both.	Fall 2021
CSCI	428/628	Spatial Data Science	Desc: Introduction to the management and analysis of geospatial data, including geospatial data types, geographic information systems, remote sensing, geospatial libraries, elevation modeling, and the practice of working with geospatial data using Python.	Fall 2021
CSCI	473	Foundations of the Digital Enterprise	Prereq: junior standing.	Summer 2021
H&CE	446/646	Extension Education	Desc: Designed for students from any major who are interested in learning more about the cooperative extension service. The course introduces the cooperative extension mission, philosophy, history, and program areas. Basic program development and evaluation, teaching methods, and extension teaching and delivery methods are also addressed.	Fall 2021
H&CE	743	Experiential and Learner-Centered Instruction	Desc: Theory and practice in facilitating learning from experiences in formal and non-formal settings. Special focus is given to experiential learning in classroom/laboratory settings/non-formal settings, guided inquiry, internships/externships/work-based learning, service learning, project-based learning, problem-based learning, and outdoor/adventure learning. Prereq: none	Summer 2021
HDFS	710	Foundations of Youth Development	Desc: This course provides an introduction to the field of positive youth development (PYD) including an overview of key theory and practice principles that enhance the profession of youth work. This course is designed to provide a foundation of basic knowledge and skills that students will need to be successful in any course in the Great Plains-IDEA Youth Development programs.	Fall 2021
LA	374		Desc: Design and concept development strategies in the context of both urban and rural open space systems, and behavioral configurations. Intermediate problem solving through two two- and three-dimensional graphics techniques; continued oral and written communication skills. Prereq: Environmental Design major, LA 271.	Fall 2021

**University Curriculum Committee Report Addendum  
For Faculty Senate Meeting on May 10, 2021**

Program Changes			
B.S., Biotechnology – several curricular changes recommended by curriculum committee.			
Minor, Biotechnology – BIOC 460L no longer required for the minor.			

New Courses			
Subject	No.	Title	Effective Term
EDUC	663	Inclusive Instructional Planning Across the K-12 Setting	Fall 2021

General Education recommendations			
HIST 390, Historical Research and Writing – revalidation for Communications category.			

Course Changes								
From:				To:				
Subject	No.	Title	Crs.	Dept	No.	Title	Crs.	Effective Term
GEOL	107L	Eastern North Dakota Field Course	1	GEOL	107L	Geology of the Red River Valley	1	Fall 2021

Changes in Course Descriptions and/or Requisites				
Subject	No.	Title	Prerequisite/Co-requisite/Description Change	Effective Term
GEOL	107L	Geology of the Red River Valley	Desc: Field study of Mesozoic and Cenozoic sediments, landforms, and geological processes that have shaped the landscape of the Red River Valley. Two-day field excursion and a report. Fee required. Recommended: GEOL 105 or GEOL 106.	Fall 2021

# ANASTASSIYA ANDRIANOVA

Curriculum vitae ~ April 20, 2021

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## EDUCATION

- 2011** Ph.D., Comparative Literature, The Graduate Center of the City University of New York.  
Dissertation: *A Spirit of the Earth: Vitalism in Nineteenth-Century Literature*.  
**2008** M.Phil., Comparative Literature, The Graduate Center of the City University of New York.  
**2005** M.A., Comparative Literature, The Graduate Center of the City University of New York.  
**2003** B.A., English and Philosophy, The City College of the City University of New York.

## EMPLOYMENT

- 2020-Present** Associate Professor, English, North Dakota State University.  
**2016-2020** Assistant Professor, English, North Dakota State University.  
**2014-2016** Lecturer, English, North Dakota State University.  
**2014** Adjunct Instructor, English, North Dakota State University.  
**2012-2013** Adjunct Assistant Professor, English, Borough of Manhattan Community College.  
**2012** Adjunct Assistant Professor, Comparative Literature, Queens College (CUNY).  
**2011-2012** Adjunct Instructor, English, Fordham University.  
**2007** Adjunct Instructor, The Gateway Academy, The City College (CUNY).  
**2006-2011** Adjunct Instructor, Morse Academic Plan, New York University.  
**2005-2011** Adjunct Lecturer, Comparative Literature, Queens College (CUNY).  
**2004-2005** Graduate Teaching Fellow, Comparative Literature, Queens College (CUNY).

## PUBLICATIONS

### Refereed Journal Articles

- 2021** "A Critical Disability Reading of Lermontov's 'Taman'." *Disability Studies Quarterly*, vol. 41, no. 2. Forthcoming (June).  
**2021** "A Disability Reading of Ivan Turgenev's 'Mumu'." *Russian Literature*. Forthcoming.  
**2021** "Mavka as Willow: An Ecofeminist Analysis of Lesja Ukrainka's *Forest Song*." *Studi Slavistici* (special volume). Forthcoming.  
**2021** "The Reception of Cavafy in Russia and Ukraine." *Scandinavian Journal of Byzantine and Modern Greek Studies*. Forthcoming.  
**2021** "To Read or Not to Eat: Anthropomorphism in Children's Books." *Society & Animals*. Forthcoming.

- 2020 “Why Did Gerasim Drown His Mumu? Animal Subjectivity in Turgenev’s ‘Mumu.’” [\*Journal for Critical Animal Studies\*](#), vol. 17, no. 4, July, pp. 29-52.
- 2019 “Teaching Animals in the Post-Anthropocene: Zoopedagogy as a Challenge to Logocentrism.” *The Journal of the Assembly for Expanded Perspectives on Learning*, vol. 24, co-edited by Wendy Ryden and Peter Khost, pp. 81-97.
- 2016 “Narrating Animal Trauma in Bulgakov and Tolstoy.” [\*Humanities\*](#), vol. 5 (4), 84, *Animal Narratology* [Special Issue], edited by Joela Jacobs. DOI:10.3390/h5040084. Reprinted in [\*Animal Narratology\*](#), edited by Joela Jacobs, pp. 161-173. MDPI, 2020, DOI: 10.3390/books978-3-03928-349-1.
- 2016 “Teen Drama with a Bite: Human Animality in Jeff Davis’ *Teen Wolf*.” *Supernatural Studies*, vol. 3, no. 1, pp. 65-84.
- 2015 “A Postcolonial Reading of Lesia Ukraïнка’s *Orhiia*.” *Modern Drama*, vol. 58, no.1, pp. 1-21.
- The Association for Theatre in Higher Education’s 2016 Outstanding Article Award
  - *Modern Drama* Award for Outstanding Article of 2015
  - [Interview](#) (YouTube)
- 2013 “‘fear them which kill the soul’: Marie Corelli’s Manifesto Against Positivist Education.” *Victorians Journal*, vol. 124, pp. 98-123.
- 2013 “A *Nilufar* by Any Other Name: The Implications of Reading Sadegh Hedayat in Translation.” *Translation and Literature*, vol. 22, no. 2, pp. 215-239.
- 2013 “Accounting for Achilles: Teaching Literature to Non-Majors.” *Syllabus*, vol. 2, no. 1, pp. 1-10.
- 2012 “‘thoughts die sooner than languages’: The Vitalism of the Literal in Bernard Shaw’s *Back to Methuselah*.” *UpStage*, vol. 3.

### Book Chapters

- 2021 “A Spokesbear for Climate Crisis? The Role of Zoos in Yoko Tawada’s *Memoirs of a Polar Bear*.” *Nonhuman Animals, Climate Crisis and the Role of Literature*, co-edited by Matthias Stephan and Sune Borkfelt. Forthcoming.
- 2021 “Can the Animal Consent? Zoophilia and the Limits of Logocentrism.” *Gender and Sexuality in Critical Animal Studies*, edited by Amber E. George. Forthcoming.
- 2019 “Eco-Spirituality in Tolstoy’s *Anna Karenina*.” *Natural Communion*, vol. 40, Religion and Public Life, edited by Gabriel Ricci. 1<sup>st</sup> edition. Routledge.
- 2015 “Aeneas Among the Cossacks: *Eneïda* in Modern Ukraine.” *The Trojan Wars and the Making of the Modern World*, edited by Adam J. Goldwyn, Studia Graeca Upsalensia, pp. 91-110.

### Theatre Reviews

- 2013 Rev. of Bernard Shaw’s *Caesar and Cleopatra*. *UpStage* 6 (Summer).
- 2013 “Darya Gerasimenko’s *Dorian Gray*.” *The Oscholars* (Winter).
- 2013 Rev. of Oscar Wilde’s *The Picture of Dorian Gray* and Henry James’ *The Turn of the Screw*. *UpStage* 5 (Winter).
- 2012 Rev. of August Strindberg’s *The Stronger and Other Shorts*. *UpStage* 4 (Summer).

## CONFERENCE PARTICIPATION

### Organizer & Chair

- 2018** “‘Humusities’ for a Habitable Multispecies Muddle.” The Annual Meeting of the Modern Language Association, New York, NY, 4-7 January.

### Presenter

- 2021** “Animal Cruelty in Children’s Literature.” American Comparative Literature Association 2021 Annual Meeting, Montreal, Canada, 8-11 April (virtual).
- 2020** “The Role of the Zoo in Yoko Tawada’s *Memoirs of a Polar Bear*.” “Reading Zoos in the Age of the Anthropocene: Workshop 3: Extinction – Conservation – Resurrection,” Utrecht, Netherlands, 28-30 October (virtual).
- 2020** “Towards a Posthumanist Romanticism: The Unmaking of the Hero in Lermontov’s ‘Taman.’” International Conference on Romanticism (ICR), Vienna, Austria, 20-22 May. \*Canceled due to COVID-19.
- 2019** “Children Reading Animals: Speciesist Ideologies in Children’s Books.” Minnesota Writing and English, Brooklyn Park, MN, 5-6 April.
- 2019** “Cavafy in Russian and Ukrainian.” The Annual Meeting of the Modern Language Association, Chicago, IL, 3-6 January.
- 2018** “Zoopedagogy in Practice: Teaching Animals through Theatrical Techniques.” Minnesota Writing and English, Minneapolis, MN, 23-24 March.
- 2016** “Human/e Pedagogies: Teaching Animals in the Post-Anthropocene.” The Annual Conference of the Pacific Ancient and Modern Language Association, Pasadena, CA, 11-13 November.
- 2015** “Can the Animal Speak? From Mr. Ed to Dating Horses.” The Annual Conference of the Pacific Ancient and Modern Language Association, Portland, OR, 6-8 November.
- 2014** “Teen Drama with a Bite: Human Animality in Jeff Davis’ *Teen Wolf* (2011).” The Annual Conference of the Pacific Ancient and Modern Language Association, Riverside, CA, 31 October-2 November.
- 2013** “Ivan Kotliarevskyi’s *Eneida* and Ukrainian Independence: 1798 and 1991.” The Trojan Wars and the Making of the Modern World: Classical Reception after Antiquity, Linguistics and Philology, Uppsala University, Sweden, 14-16 June.
- 2012** “From Lilith to Shavian Super(wo)man: Socialism, Evolution, and Change.” The Annual Conference of the American Comparative Literature Association, Brown University, Providence, RI, 29 March-1 April.
- 2012** “Beyond THE SCRIP, or Vitalism in Victorian Pedagogy: Meredith and Butler.” The Annual Conference of the Northeast Modern Language Association, Rochester, NY, 15-18 March.
- 2009** “Art Against the Machine: Vitalism in Gentile and Bergson.” The Romance Studies Graduate Student Conference, Cornell University, Ithaca, NY, 18-19 September.
- 2009** “The Soil, the Sickle, and the Spirit of the Earth: Vitalism in Tolstoy’s *Anna Karenina*.” The 32<sup>nd</sup> Mid-Atlantic Slavic Conference of the American Association for the Advancement of Slavic Studies, The New School, New York, NY, 4 April.
- 2008** “Sowing Nature/Reaping Science in Thomas Hardy’s *The Mayor of Casterbridge*.” The Transatlantic 19<sup>th</sup>-Century Graduate Conference, Binghamton University, Binghamton, NY, 7-8 November.

- 2008** “Accounting for Achilles: Teaching Myth in the 21<sup>st</sup> Century.” The Semi-Annual Conference of the New York College English Association, Borough of Manhattan Community College, New York, NY, 11-12 April.
- 2008** “The Conflict Between Science and Religion: Rudnev’s Quest for the Beautiful Whole in Konstantin Leontiev’s *V svoiom kraiu*.” The 31<sup>st</sup> Mid-Atlantic Slavic Conference of the American Association for the Advancement of Slavic Studies, New York University, NY, 29 March.
- 2007** “*Malombra*: A Bright New Dress Amidst Elegant Antiquities, or Decadence in the Making.” The Annual Conference of the American Association for Italian Studies, Colorado Springs College, Colorado Springs, CO, 3-6 May.
- 2007** “*Davai, Katya, zavtrakat*’: Human Parasitism in Chekhov’s ‘Skuchnaya Istoriya’.” The 30<sup>th</sup> Mid-Atlantic Slavic Conference of the American Association for the Advancement of Slavic Studies, Barnard College, New York, NY, 31 March.
- 2007** “The Dionysian Lyre in Lesya Ukrainka’s *Orgiya*.” The Conference on Decadence in Central and Eastern Europe, The Harriman Institute, Columbia University, New York, NY, 16 March.
- 2006** “Oscar Wilde’s ‘The House of Judgment’: A Postmodern Reconstruction.” The Comparative Literature Graduate Student Conference, The CUNY Graduate Center, New York, NY, 3-4 November.

### **Moderator**

- 2021** Panel on Teaching Diverse Student Populations. The Red River Graduate Student Conference, North Dakota State University, Fargo, ND, 22-23 April (virtual).
- 2020** Panel on Gender and Literature. 2020 Red River Women’s Studies Conference, North Dakota State University, Fargo, ND, 23 October (virtual).
- 2019** Panel on the Recovery of Marginalized Narratives. The Red River Graduate Student Conference, North Dakota State University, Fargo, ND, 1-2 March.
- 2011** Panel on Contemporary Theories of Performance. The Comparative Literature Graduate Student Conference, The CUNY Graduate Center, New York, NY, 24-25 February.
- 2010** Panel on Bodily Transcriptions. The Comparative Literature Graduate Student Conference, The CUNY Graduate Center, New York, NY, 25-26 February.
- 2006** Panel on National Identity. The Comparative Literature Graduate Student Conference, The CUNY Graduate Center, New York, NY, 3-4 November.

### **TEACHING EXPERIENCE**

#### **North Dakota State University: Graduate**

Romantic Literature: “Romantic Autobiography” (Spring 2018, Fall 2020).

Topics in British Literature: “Global Postcolonialisms” (Spring 2019).

Topics in British Literature: “Animals in the British Isles and Beyond” (Spring 2017).

#### **North Dakota State University: Undergraduate**

Literary Analysis (Fall 2021).

English Studies Capstone Experience (Fall 2020-Fall 2022).

Being Human: The Monster (Spring 2021).  
Survey of British Literature II (Spring 2014, Spring 2017-Spring 2019, Spring 2021).  
Multicultural Writers (Fall 2017).  
World Literature Masterpieces (Fall 2016, Fall 2017).  
Writing in the Humanities and Social Sciences (Spring 2014, Fall 2016).  
Business and Professional Writing (Fall 2014-Spring 2016).  
Introduction to Literary Studies (Spring 2015, Spring 2016).  
Honors Composition II (Fall 2014, Fall 2015).

**Borough of Manhattan Community College (CUNY)**

English Composition I (Fall 2012-Fall 2013).

**Fordham University**

English Composition II (Spring 2012, Fall 2012).  
Texts and Contexts (Fall 2011).

**New York University**

World Cultures (Spring 2006, Spring 2008-2011). (Recitation leader)  
Texts and Ideas (Fall 2010). (Recitation leader)  
Conversations of the West (Fall 2006, Spring 2007). (Recitation leader)

**Queens College (CUNY)**

Global Literatures II (Spring 2010-Spring 2012).  
Global Literatures I (Fall 2009-Spring 2012).  
Romanticism (Fall 2008, Fall 2009).  
Great Books II (Fall 2007, Spring 2009).  
Great Books I, Great Books I Honors (Fall 2004-Spring 2009).  
Russia and The West (Fall 2006).

**The City College (CUNY)**

ACT Reading/Writing and ESL Workshop (Summer 2007).

**GRANTS & FELLOWSHIPS**

<b>2014-2021</b>	Faculty Travel Fund Grants, NDSU.
<b>2012</b>	The PSC-CUNY Adjunct Development Fund Grant, CUNY.
<b>2005-2011</b>	University Fellowship, CUNY.
<b>2007-2009</b>	Sue Rosenberg Zalk Student Travel and Research Fund Award, CUNY.
<b>2008</b>	The PSC-CUNY Adjunct Development Fund Grant, CUNY.
<b>2004-2005</b>	Graduate Teaching Fellowship, CUNY.
<b>2003-2004</b>	The Geoffrey Marshall Fellowship, CUNY.

**SERVICE****Department**

- 2020-2023** Chair, Undergraduate Studies Committee, English, NDSU.  
**2020-2023** Member, Promotion, Tenure, and Evaluation Committee, English, NDSU.  
**2016-2019** Member, Graduate Studies Committee, English, NDSU.  
**2016-2017** Member, Search Committee for the Professional/Technical/Scientific Rhetoric and Writing Position, English, NDSU.

**College**

- 2018-2021** Faculty Senator, AHSS, NDSU.  
**2021** Member, AHSS Dean Comprehensive Review, AHSS, NDSU.

**University**

- 2020-2021** Faculty Senate Acting President-Elect, Faculty Senate, NDSU.  
**2020-2021** Member, Faculty Senate Executive Council, NDSU.  
**2020-2021** Member, Faculty Senate Coordinating Council, NDSU.  
**2020-2021** Member, Ad Hoc Faculty Senate Committee on Resolution of Censure, NDSU.  
**2019** Member, Ad Hoc Faculty Senate Committee on Dead Week, NDSU.  
**2014-2016** Faculty Mentor, Faculty in Residence Education Program, NDSU.

**Profession**

- 2016-Present** Editorial Board Member, *Supernatural Studies*.  
**2016-2019** Special-Interest Delegate to the MLA Delegate Assembly representing Lecturers, Adjuncts, and Instructors.  
**2017** Outstanding Article Award Committee, ATHE.

**Community**

- 2018** North Dakota Writing Juror for Scholastic Art & Writing Awards.

**RELATED EXPERIENCE**

- 2020** NSF Aspire Alliance: *Teaching Online in Summer & Fall 2020* (on effective and equitable online course design).  
**2017** “Non-Visual Arts Visual Arts,” Flakoll Gallery, NDSU, 5-22 September (exhibit organizer and exhibiting artist).  
**2012-2017** AP Reader in English Literature, The Educational Testing Service.  
**2015-2016** Artist and Teacher, Creatively Uncorked: Social Painting Events.  
**2012** Acting for Teachers (pedagogy mini-course), Queens College, CUNY.

**LANGUAGES**

English: native fluency in speaking and writing.  
 Russian: native fluency in speaking and writing.  
 Ukrainian: near-native fluency in speaking and writing.  
 French: proficiency in speaking and writing.  
 Classical Latin: proficiency in reading.

# NEW NDSU GRADING SCHEME

The intent of this proposal is to expand the grading scheme at NDSU to include gradations of (+/-) letter grades.

The injected grades shown in **Yellow**:

Letter Grade	Grade Label	Honor Points /Credit Hour
<b>A</b>	Excellent	4.0
<b>A-</b>		<b>3.7</b>
<b>B+</b>		<b>3.3</b>
<b>B</b>	Good	3.0
<b>B-</b>		<b>2.7</b>
<b>C+</b>		<b>2.3</b>
<b>C</b>	Fair	2.0
<b>C-</b>		<b>1.7</b>
<b>D+</b>		<b>1.3</b>
<b>D</b>	Passing	1.0

## Justification .... Why?

The rationale behind this proposed change in the grading system is to fill in the gap between the traditional four-letter grade system (A, B, C, D). It provides a broader grade distribution in which the accumulative GPA reflecting a better and fair total. There is no question about the “Excellent” work (A), the “Good” (B), or the “Fair” C, however, the dilemma is in student’s work which is not reaching the level of A, but, unfair to be dropped to B (such as 89% or 88%). In the new system, there will be a room for A- (3.7), which is replacing the choice of B (3.0), with a difference of +0.70. In addition, a student’s work with a quality is better than “B”, but not reaching the “A” level, such as 85%, is dropped to B. In the new system, there will be a spot for a grade of B+ (3.3), with a difference of +0.30. These inserted honor point grades of 3.7 & 3.3 will fill in the gap between the honor points 4.0 and 3.0 with a better and broader grade distribution. This scenario is repeated between grades B & C and between grades C & D. Overall, the proposed change will fill in these three gaps and will have a positive impact on individual course grades (+0.7 & +0.3), as well as the cumulative student’s GPA. It also provides instructors with a relief into a fair and broader range for classes grading scale that minimizes the potential of grade inflation in which the “Bell Curve” of grade distribution never molded.

The following table providing a numerical approximation of the expected positive change in the grading values in one standard 3 credit hour course in the old system compared to the new system.

Old Grading System			New Grading System				
Letter Grade Old System	Grade Honor Points per Credit Hour	Accumulative GPA = No. of Credit hours x Honor points per Credit		Letter Grade New System	Grade Honor Points per Credit Hour	Accumulative GPA = No. of Credit hours x Honor Points per Credit	% change
A	4.0			A	4.0		
B	3.0	3 x 3.0 = 9.0	New inserted	A-	3.7	3 x 3.7 = 11.1	23%
B	3.0	3 x 3.0 = 9.0	New inserted	B+	3.3	3 x 3.3 = 9.9	10%
B	3.0			B	3.0		
C	2.0	3 x 2.0 = 6.0	New inserted	B-	2.7	3 x 2.7 = 8.1	35%
C	2.0	3 x 2.0 = 6.0	New inserted	C+	2.3	3 x 2.3 = 6.9	15%
C	2.0			C	2.0		
D	1.0	3 x 1.0 = 3.0	New inserted	C-	1.7	3 x 1.7 = 5.1	70%
D	1.0	3 x 1.0 = 3.0	New inserted	D+	1.3	3 x 1.3 = 3.9	30%
D	1.0			D	1.0		
	Total Average	36.0			Total Average	45.0	25%

**The proposal is expected to impact positively the system to:**

- improve expected classes grade by 10-70% and the overall GPA by an average of 25%.
- enhance students’ opportunity on receiving awards that are based on the GPA.
- decrease grades inflation.

## Proposed Statement for Motion

Expanding the grading scheme at NDSU to include gradations of letter grades (+/-). This change involves only the honor point per credit, (A- 3.7, B+ 3.3, B- 2.7, C+ 2.3, C- 1.7, D+ 1.3), leaving grades percentage and grades descriptive details to be in the self-determination of individual faculty that satisfied the freedom of departments and colleges to setup their own measuring scales of grades.

## Summary of all changes to FS Bylaws:

### 1- Article II, Section 9:

**Old:** The administrative role of Secretary shall be appointed by Office of the Provost;

**New:** The administrative role of Secretary shall be appointed by the Faculty Senate. Office of the provost may (or will?) provide logistic assistance to the secretary to fulfil their duties as described below.

### 2- Article II, Section 9.13 is removed (it was a strike-through before), new bullet 13 is:

13. Assist the Faculty Senate President with moderating the official faculty listserv.

### 3- Article III, Section 5:

**New:** Faculty members with part time or interim appointment as chair/head or equivalent may be eligible to serve on Faculty Senate Standing Committees. In special circumstances faculty with greater than 50% appointments as chair/head or equivalent may serve on Faculty Senate Standing committees with the approval of Faculty Senate.

### 4- Article II, Section 14:

**Old:** The President, in consultation with the Executive Committee, may add an urgent piece of new or committee business to this meeting if the timing is critical.

**New:** In consultation with the Senate Executive Committee, general and special order items can be added to the agenda as necessary.

### 5- Article II, Section 14: Agenda item 5: "Special order:" is added

### 6- Article III, Section 7:

**Old:** The Senate may create special committees as it deems necessary. Such committees shall be discharged upon the completion of their assigned duties. The duties of a special committee should not duplicate work being done by or usurp the responsibility of a standing committee without approval by said standing committee. Special committees shall be commissioned by a majority vote of the full Senate.

**New:** The Senate may create special committees as it deems necessary. Special committees shall be commissioned by a majority vote of the full Senate. Faculty Senate President shall appoint members of special committees. However, Senate approval is required for appointment of special committee members who are not members of the Faculty Senate. The duties of a special committee should not duplicate work being done by or usurp the responsibility of a standing committee without approval by said standing committee. Such committees shall be discharged upon the completion of their assigned duties.

[Amiri: Based on RRoO sections §50:12 and §50:13]

### 7- Article IV, Section 5:

**Old:** Equity, Diversity and Inclusion

**New:** Diversity, Equity and Inclusion

### 8- Article IV, Section 6.3:

**Old:** a. One year starting immediately following the regular May Senate meeting.

**New:** a. One-year term.

b. Limit of two consecutive terms.

### 9- Article IV, Section 15.4:

**Old:** "...formation of an ad hoc Senate committee(s) to recommend ..."

**New:** "...formation of a special (ad hoc) Senate committee to recommend"

### 10- Article VI, Section 1:

**Old:** "... proposed by the Senate or..."

**New:** "... proposed by the Senate in a regular meeting or..."

**Old:** "... for the next regular meeting of the Senate."

**New:** "... for the next regular meeting of the Senate under General Order."

11- Article VI, Section 3: [Amiri: "two-third of the ballots cast" and "two-thirds vote" are the same thing]

**Old:** "... approved by two-third of the ballots cast..."

**New:** "... approved by a two-thirds vote..."

12- Article V, Section 1.c: extra "." is removed.

13- Article III, Section 10: Extra "," is removed.

14- Article II, Section 14: Extra space is removed.

15- Document footer is updated.

## **FS Constitution:**

### **Proposed changes/additions:**

#### Article III: Membership:

##### Section 1

- Assistant of practice, associate of practice, professor of practice
- Another point of discussion: Emeritus faculty eligibility

# NDSU Faculty Senate Bylaws

## Article I: Faculty Senate Membership

### Section 1.

Each representation unit shall have one elected Faculty Senator (hereto within referred to as "Senator") for every fifteen eligible faculty members (see Constitution Article 3, Section 1), or major fraction thereof, assigned to the representation unit as of October 1 of the previous academic year. Faculty members, regardless of their location (e.g., Agriculture Experimental Station and the NDSU Extension Service), shall be counted in and vote with their assigned representation unit.

### Section 2.

Members of representation units, including senior lecturers, assistant/associate/full professors of practice, assistant/associate/full professor of research, assistant/associate/full professors, chairs/heads/or their equivalents, assistant/associate deans, and deans shall be eligible to vote for representatives.

### Section 3.

The following are considered representation units for the purposes of determining Senate (hereto within referred to as "Senate") seats:

1. College of Agriculture, Food Systems, and Natural Resources
2. College of Arts, Humanities, and Social Sciences
3. College of Business
4. College of Engineering
5. College of Human Sciences and Education
6. College of Health Professions
7. College of Science and Mathematics

### Section 4.

The Senate President (hereto within referred to as "President") with the assistance of the Senate Secretary (hereto within referred to as "Secretary") will stagger Senate terms so that approximately one-third of the Senators from each representation unit are elected each year. Each unit shall hold a meeting to elect the necessary Senators by April 15 of each year for the term to begin in May of that year.

### Section 5.

Terms of office shall begin on the Tuesday following Spring Commencement. The term of office of an elected Senator shall be three years. Senators cannot be reelected for consecutive terms.

### Section 6.

If a Senator must vacate her/his seat, the vacancy shall be filled by a special election within the

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unit from which she/he was elected. The term of a member under these circumstances shall commence immediately and shall be for the duration of the absence or unexpired term of the regularly elected member.

#### **Section 7.**

A Senator may be removed from office by way of a two-third majority vote at a regular Senate meeting, followed by a two-third majority vote at the next meeting. This action may never be part of a consent agenda. In the event a Senator is removed, the President will inform the relevant academic unit to elect another Senator before the Senate meets in its next regular meeting.

#### **Section 8.**

All Senators are expected to:

1. Attend all Senate meetings. If unable to attend the meeting, the Senator must find a competent substitute (who is not already a Senator) to act as her/his proxy at the meeting. Said proxy will have all rights and privileges accorded a regular Senator. The Senator must provide signed notification of the substitution to the Secretary prior to start of the meeting.
2. Prepare for Senate meetings, including reading the agenda and all attachments prior to the meeting.
3. Participate in meetings, as long as doing so advances the business of the Senate.
4. Disseminate Senate information to their individual representation units.
5. Gather opinions and other information from their representation units concerning Senate activity.
6. Show proper decorum during meetings.

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## Article II: Organization and Faculty Senate Operation

### Section 1.

Administrative officers of the Senate consist of the President, the President-Elect, and the Immediate Past President.

### Section 2.

The President-Elect shall be elected for a one-year term by the Senate at the last meeting of the academic year. The President-Elect will be elected from the roster of current or former Faculty/University Senators.

### Section 3.

At the end of the term, the President will assume the role of the Immediate Past President, and the President-Elect will succeed the President for a one-year term of office. In the event the outgoing President is unable or unwilling to serve as the Immediate Past President, the President will appoint another past Faculty/University Senate President as a replacement for the position of Immediate Past President.

### Section 4.

During their respective terms the President-Elect, the President, and the Immediate Past President will not represent their representation units in the Senate.

### Section 5.

The authority of the President-Elect, the President, and the Immediate Past President will be terminated before the end of its term if she/he loses eligibility, voluntarily resigns with eligibility or is removed from office by the Senate with/without eligibility.

1. Voluntary resignations shall be tendered before the Senate at its regular meetings.
2. Removal of the President, President-Elect or Immediate Past President by the Senate requires a two-third vote at a regular Senate meeting, followed by a two-third vote at a special meeting of the Senate convened in not more than two weeks after the first meeting. The second meeting will be convened and presided by a Special Returning Officer who will be appointed by the Senate immediately after the first vote. The removed officer shall not complete her/his term as a Senator.
3. In the event that the authority of the President is terminated, but the President-Elect is still in good standing, the President-Elect will assume the role of President to finish the term left by the removed President and then she/he will start her/his originally elected term.
  - a. The removed President will not serve as Immediate Past President.
4. The assumed President may wish to appoint one of the Senators to assist in the duties of the President-Elect. This appointment does not necessarily imply automatic elevation to the full position of President-Elect at the end of the term. In the event that the authority of the President-Elect is terminated, the Senate will vote to replace the President-Elect at the next regular meeting of the Senate. These actions may never be part of a consent agenda.

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5. In the event the authority of the Immediate Past President is terminated, the President will appoint the most recent eligible Past President to serve in that capacity.
6. In the event that the authority of both the President and the President-Elect is terminated at the same time:
  - a. If the authority of the Immediate Past President is still in good standing, then she/he will convene and preside the Senate meeting to elect a new President and the President-Elect in not more than two weeks.
  - b. If the authority of the Immediate Past President is also terminated, then a Special Returning Officer appointed by the Senate will convene and preside over the election of the President and the President-Elect in not more than two weeks. Article II, Section 5.5 will then be used to fill the position of the Immediate Past President.

#### **Section 6.**

Duties of the President shall include the following:

1. Preside at all meetings of the Senate.
2. Set the agenda of the Senate in consultation with the Senate Executive Committee.
3. Serve on the Senate Coordinating Council.
4. Chair the Senate Executive Committee.
5. Introduce the President at the State of the University Address.
6. Appoint committee members, as outlined in Articles IV and V.
7. Coordinate the dissemination of information relating to Senate activities.
8. Represent the Senate on administrative councils.
9. Provide the Secretary and the incoming President with an annual report summarizing the Senate activities for the preceding year.
10. Moderate the official faculty listserv.

#### **Section 7.**

Duties of the President-Elect shall include the following:

1. Assist the President in executing the duties of the office.
2. Serve as President during any absence by the President.
3. Serve on the Executive Committee.
4. Serve on the Senate Coordinating Council.
5. Represent the Senate to the Staff Senate and the Student Government.

#### **Section 8.**

Duties of the Immediate Past President shall include the following:

1. Advise the President and the President-Elect regarding past practices and other matters for the maintenance of continuity from one administration to the next.
2. Preside over regular Senate meetings in the absence of both the President and the President-Elect.
3. Serve on the Executive Committee.
4. Undertake duties outlined in Article II, Section 9.2-9.4 in the absence of the Secretary at a

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Faculty Senate meeting.

#### Section 9.

The administrative role of Secretary shall be appointed by the Faculty Senate. Office of the provost may (or will?) provide logistic assistance to the secretary to fulfil their duties as described below. the Secretary is not a voting member of the Senate. The duties of the Secretary shall include:

1. Acquire the agenda and related attachments, if any, from the President, then prepare and disseminate the agenda in accordance with Article II, Section 13.
2. Maintain a current roster of Senators and record attendance to confirm a quorum.
3. Collect and read the member substitution authorizations at the meeting.
4. Record and prepare meeting minutes.
5. Disseminate meeting minutes according to Article II, Section 16.
6. Schedule a room for all Senate meetings.
7. Maintain a permanent record of Senate minutes.
8. Maintain a permanent record of annual reports submitted by the President and Chairs of Senate committees.
9. Maintain records of standing committee membership.
10. Prepare updated versions of the Constitution for distribution.
11. Archive all past versions of Constitutions and Bylaws.
12. Verify the eligibility of Senators and committee members.

13. Assist the Faculty Senate President with moderating the official faculty listserv.

**Deleted:** The administrative role of Secretary shall be appointed by Office of the Provost;

**Deleted:** <#>Perform other appropriate tasks as assigned by the President in consultation with Office of the Provost.

#### Section 10.

Regular meetings of the Senate shall be held at 3:00 pm 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 yet in session at least one week prior to the second Monday of the month.

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#### Section 11.

Special meetings may be called by the President or on petition of one-third of the membership of the Senate.

#### Section 12.

Meetings of the Senate shall be open to the public; however, debate on some of the agenda items may be deemed closed at the discretion of the Senate. For closure to occur, a motion to enter executive session must be made and seconded, and a majority vote must be achieved. If the motion is approved, all non-Senators will be asked to leave except the Secretary and Parliamentarian; the Senate can also exempt some invited guests to stay in the executive session. At each Senate meeting the University President, Provost, Student Body President, and Staff Senate President will be invited to make announcements. The President may allow other non-Senators to speak and/or provide reports. However, only Senators may make motions and only Senators may vote on motions before the Senate.

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### Section 13.

Senate meetings shall be conducted under Robert's Rules of Order, Newly Revised. The Senate will confirm the appointment of a person not on the Senate to serve as Parliamentarian. Whenever doubt arises on questions of procedure the President or a Senator may ask the Parliamentarian for a ruling. There is no term limit for Parliamentarian.

### Section 14.

The primary business of the Senate is to review, propose, and approve of policy with respect to the following matters:

1. Academic freedom, including rights and responsibilities.
2. All curricular matters, including establishment, dissolution, and substantial changes to degree programs.
3. Research and scholarship.
4. Admissions standards and prerequisites.
5. Requirements for regular certificates and degrees.
6. Regulations regarding attendance, examinations, grading, scholastic standing, and honors.
7. Teaching quality.
8. Professional standards and criteria for positions accorded academic rank.
9. Policies and procedures for promotion, tenure, and evaluation.
10. And other academic matters.

The agenda for each regular meeting shall be posted to the Senate website at least one week before each meeting. Any member of the Senate may request of the President that an item be placed on the agenda. The order of business for Senate meetings shall be as follows:

1. Adoption of the agenda.
2. Approval of the previous meeting minutes.
3. Announcements.
4. Committees and other reports.
5. Consent agenda.
6. Unfinished business.
7. New business.
8. Adjournment.

In consultation with the Senate Executive Committee, general and special order items can be added to the agenda as necessary.

At the October meeting, the primary order of business will be planning and prioritizing Senate goals for the academic year. The order of business for this meeting will be as follows:

1. Adoption of the agenda.
2. Approval of the previous meeting minutes.
3. Announcements.
4. Consent agenda.

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5. Special order: Planning and prioritizing Senate action for the year.

6. Adjournment.

The President, in consultation with the Executive Committee, may add an urgent piece of new or committee business to this meeting if the timing is critical.

**Section 15.**

A quorum of at least 55 percent of the total voting membership of the Senate shall be present in order to conduct Senate business.

**Section 16.**

The minutes of the meeting shall be posted to the Senate website by the Secretary within one week after the meeting.

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## Article III: Faculty Senate Committees

### Section 1.

Duties of standing committees include:

1. Selecting a chair who will serve as a liaison to the Senate.
2. Initiating and reviewing policy and policy changes in their areas of responsibility.
3. Providing their recommendations to the Senate for action.
4. Consulting with and providing advice to the Administration, students, and staff when requested to do so.
5. Promptly and responsively discharging their duties.

### Section 2.

The Senate shall confirm the membership of all standing committees, except the Standing Committee on Faculty Rights.

### Section 3.

Committees shall determine their own procedural rules. However, no committee shall conduct business without a majority of members present. Each committee will keep such records as necessary to conduct business. In addition, every Senate Committee (except Academic Integrity, Conflict of Interest Advisory, Executive, Faculty Rights, and Grade Appeals) will make an oral report of progress to the Senate at the President's request. Committees will also submit a written report at the end of the academic year.

### Section 4.

Individual representation units will determine their own methods for selecting members of standing committees consistent with Articles IV and V. Unit representatives shall be faculty members as defined by the Senate's Constitution, unless otherwise specified under the committee description. Such membership shall be presented to the Senate at the first meeting of each academic year. Committee members will serve two-year terms for at most four consecutive years, unless otherwise specified under the committee description. Committee service begins and ends at the last Senate meeting of the spring semester, unless otherwise specified.

### Section 5.

After the Senate has approved membership in the standing committees, each committee will meet and elect a chair, who will communicate all committee business to the Senate. The Senate Executive Committee has the right to remove the chair of a standing committee and seek a replacement from the standing committee membership if the chair is not effectively performing their duties.

Faculty members with part time or interim appointment as chair/head or equivalent may be eligible to serve on Faculty Senate Standing Committees. In special circumstances faculty with greater than 50% appointments as chair/head or equivalent may serve on Faculty Senate Standing committees with the approval of Faculty Senate.

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## Section 6.

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

## Section 7.

The Senate may create special committees as it deems necessary. Special committees shall be commissioned by a majority vote of the full Senate. Faculty Senate President shall appoint members of special committees. However, Senate approval is required for appointment of special committee members who are not members of the Faculty Senate. The duties of a special committee should not duplicate work being done by or usurp the responsibility of a standing committee without approval by said standing committee. Such committees shall be discharged upon the completion of their assigned duties.

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## Article IV: Faculty Senate Standing Committees

### Section 1. Academic Integrity

1. Voting membership (seven members):
  - a. One tenured faculty member from each representation unit.
    - i. Full professor is preferred.
    - ii. An associate professor may be appointed.
2. Non-voting membership:
  - a. There are no non-voting members for this committee.
3. Terms and limits:
  - a. Two-year term.
  - b. Limit of four consecutive years (two terms).
  - c. No designation about non-consecutive terms.
4. Committee responsibilities:
  - a. Provide investigative assistance on cases involving academic misconduct as described in Policy 326.
  - b. Select panels composed of three persons competent to investigate allegations. Such panels may include members from outside the University.
  - c. Review and recommend policies pertaining to academic integrity.

### Section 2. Budget

1. Voting membership (eight members):
  - a. One faculty member from each representation unit.
  - b. One faculty representative of the Graduate School, designated by the Dean of the Graduate School.
2. Non-voting membership (two members):
  - a. Non-voting members shall consist of the Provost (or designee) and Vice President for Finance and Administration (or designee).
3. Terms and limits:
  - a. Three-year term
  - b. Limit of two consecutive terms (six years).

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- c. Terms shall be staggered, so that new members have at least one year to become familiar with the committee and its work.
  - d. Unless by necessity, no more than one third of the committee may be in their first year of service to the committee.
  - e. To maintain continuity within ongoing budgetary discussions, the outgoing Chair of the committee will continue to serve for at least the year following their term.
    - i. If the outgoing Chair is no longer the representative of an academic unit, they will serve in a non-voting, advisory capacity.
    - ii. If the outgoing Chair is reappointed/re-elected to represent their academic unit, then they will return to normal committee membership.
4. Committee responsibilities:
- a. Become familiar with the University budget process.
  - b. Develop a set of guiding principles which align with strategic priorities, with the intent of informing University budget decisions from a faculty perspective.
  - c. Solicit input regarding the budget process from a wide range of faculty and on an ongoing basis.
  - d. Serve as a resource for the Provost in budget matters.
  - e. Act as a conduit of information between faculty and Administration for budget discussions and decisions.

### Section 3. Conflict of Interest Advisory

- 1. Voting membership (five members):
  - a. Five tenured faculty members.
  - b. These faculty members are recommended by the Executive Committee and appointed by the President.
  - c. No two committee members may have primary appointments in the same representation unit.
  - d. In the event that a member of the committee recuses her/himself from the committee for a particular case or is recused by committee vote, the committee will appoint a replacement, first considering those who have previously served on the committee.
- 2. Non-voting membership:
  - a. There are no non-voting members for this committee.
- 3. Terms and limits:
  - a. Two-year term.
  - b. Limit of four consecutive years (two terms).
- 4. Committee responsibilities:
  - a. Serve as an advisory body to the Administration on the issue of conflict of interest.
  - b. Initiate and review policies concerning conflict of interest and make recommendations regarding such policy to the Senate.
  - c. Hear and rule on appeals of decisions in conflict of interest cases.

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- d. Act in accordance with procedures approved by the Senate, specifically Policy 151.1.

#### Section 4. Council of College Faculties

1. Voting membership (three members):
  - a. Three faculty members elected to staggered three-year terms.
  - b. The faculty shall elect each spring by secure electronic ballot a faculty member to serve.
2. Non-voting membership:
  - a. There are no non-voting members for this committee.
3. Terms and limits:
  - a. Three-year term.
  - b. No restriction on consecutive terms.
4. Responsibilities:
  - a. All responsibilities and procedures are determined by the Constitution and Bylaws of the Council of College Faculties.

#### Section 5. Diversity, Equity, and Inclusion

1. Voting membership (eight members):
  - a. Seven faculty members; one from each representation unit.
  - b. One faculty representative from the Commission on the Status of Women Faculty
    - i. Recommended by the Executive Committee. The Executive Committee shall strive for representation from diverse groups.
    - ii. Appointed by the President.
2. Non-voting membership (one member):
  - a. Vice Provost for Faculty Affairs and Equity.
3. Terms and limits:
  - a. Two-year term.
  - b. Limit of four consecutive terms.
4. Committee responsibilities:
  - a. Review, revise, and propose policies to ensure that rights and considerations of diverse groups or faculty are included in NDSU policy, practices, and procedures.
  - b. In particular, the committee will explore and identify ways that NDSU can be more inclusive for diverse faculty including women, people of color, LGBTQ (lesbian, gay, bisexual, transgender, and/or queer) people.

#### Section 6. Executive Committee

1. Voting membership (ten members):
  - a. One Senator from each representation unit.
  - b. The President.
  - c. The Immediate Past President.
  - d. The President-Elect.

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2. Non-voting membership (five members):
  - a. One faculty representative of the Graduate School, designated by the Dean of the Graduate School
  - b. One faculty representative of the Provost's Office, designated by the Provost.
  - c. One faculty representative from the Commission on the Status of Women Faculty.
  - d. The Secretary.
  - e. The Parliamentarian.
3. Terms and limits:
  - a. ~~One-year term.~~
  - b. ~~Limit of two consecutive terms.~~
4. Committee responsibilities:
  - a. Meet and organize for the academic year during the first week of the fall semester.
  - b. Delegate tasks to Senate committees
  - c. Review the progress of Senate committees.
  - d. Set the agenda for upcoming Senate meetings.
  - e. Interpret, when necessary, provisions of the Constitution and the Bylaws.

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## Section 7. Faculty Affairs

1. Voting membership (seven members):
  - a. One faculty member from each representation unit.
2. Non-voting membership (two members):
  - a. One faculty representative from the Commission on the Status of Women Faculty
  - b. One faculty representative of the Graduate School, designated by the Dean of the Graduate School.
3. Terms and limits:
  - a. Two-year term.
  - b. Limit of four consecutive years (two terms).
  - c. No designation about consecutive terms.
4. Committee responsibilities include:
  - a. Review policies and procedures relating to faculty affairs such as academic freedom, promotion, tenure, and evaluation, teaching, and service.
  - b. Review and recommend revisions to the personnel sections of the Faculty Handbook concerning faculty affairs.
  - c. Review the Ombudsperson's annual report and perform an annual interview and written evaluation of the Ombudsperson and office (to be submitted to the Ombudsperson and Provost at the end of each fall semester). The review and evaluation shall be conducted by a subcommittee comprised of at least three faculty members with broad college representation who do not possess any actual or perceived conflict of interest with the Ombudsperson's Office.

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## Section 9. Faculty Rights

1. Voting membership (five members):
  - a. Five members, each from different representation units.
    - i. Restricted to tenured full professors who do not hold an administrative appointment in an academic or non-academic unit.
    - ii. Elected by the faculty each spring by secure electronic ballot.
  - b. In the event that a member of the committee recuses her/himself from the committee for a particular case or is recused by committee vote, the committee will appoint a replacement to serve for that case.
    - i. The replacement will preferably be a faculty member who has previously served on the committee.
    - ii. Broad representation, while a worthwhile goal, is not always achievable. However, the replacement member should be from a different representation unit than the other four members, if reasonably possible.
    - iii. Members sitting on an appeal shall complete that appeal even if the member's term expires while the appeal is pending.
2. Non-voting membership:
  - a. There are no non-voting members for this committee.
3. Terms and limits:
  - a. Five-year term.
  - b. Begins and ends on August 15.
  - c. No consecutive term limit has been set.
4. Committee responsibilities:
  - a. Responsibilities and procedures are determined by directives of the North Dakota State Board of Higher Education.

## Section 10. General Education Committee

5. Voting membership (10 members):
  - a. One faculty member from each of the following Colleges: Agriculture, Food Systems, and Natural Resources; Arts, Humanities and Social Sciences; Business; Engineering; Health Professions; Human Sciences and Education; Science and Mathematics
    - i. Each representative College shall also select an alternate faculty member to serve in case of recusal or absence.
  - b. Two faculty members from each of the following Colleges:
  - c. One undergraduate student, appointed by the Student Government.
  - d. Only a voting faculty member will be elected as Chair, and the Chair shall have served at least one year on the committee.
1. Non-voting membership (four members):
  - a. Director of Assessment and Accreditation
  - b. One representative of the Registrar's Office, designated by the Registrar.
  - c. One representative of the Libraries, designated by the Dean of Libraries.

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- d. One representative from Institutional Research, designated by Institutional Research.
- 2. Terms and limits:
  - a. Three-year terms
  - b. No consecutive terms for voting members. No restriction for non-voting members.
  - c. Terms shall be staggered so that no more than one-third of the members are new.
- 2. Committee responsibilities:
  - d. Review new general education courses to ensure and validate that the general education outcomes are being met.
  - e. Complete the revalidation of courses and experiences on a periodic, five-year timeline to ensure that general education outcomes are being met. The course revalidation should be staggered to review approximately 20% of the general education courses each year.
  - f. Review General Education Appeal petitions.
  - g. Develop and maintain a plan for assessment of General Education Program-level learning outcomes.
  - h. Conduct periodic assessment of students' attainment of general education learning outcomes.
  - i. Develop a university policy governing the policy and procedures for general education revalidation
  - j. Perform other appropriate duties as assigned by the Senate.
  - k. Selecting two representatives and one alternate for the North Dakota General Education Council.

## Section 11. Grade Appeals Board

- 1. Committee purpose:
  - a. To provide an avenue for students to challenge any grade they believe to have been unfairly assigned.
- 2. Voting membership (twelve members; ten alternates):
  - a. One faculty member and one alternate from each representation unit.
    - i. These faculty are elected by their representation unit.
  - b. One faculty representative of the Graduate School, designated by the Dean of the Graduate School.
  - c. Three students and three student alternates selected by the Student Government.
    - i. Students should be full-time students.
    - ii. Students should have a minimum 2.00 cumulative grade point average.
    - iii. Students should be of junior standing.
  - d. One representative from the Provost's Office, who will also serve as Board Chair
- 3. Non-voting membership:
- 4. Terms and limits:

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- a. Three-year term.
- b. No consecutive term-limit has been designated.
- 5. Committee responsibilities:
  - a. Hear charges of inequitable or prejudiced academic evaluations and provide redress for improper evaluation.
  - b. Act in accordance with procedures approved by the Senate, specifically Policy 337.

#### **Section 12. Program Review**

- 1. Voting membership (eleven members):
  - a. One tenured faculty member from each representation unit.
    - i. Each representation unit shall also select an alternate faculty member to serve in case of recusal.
  - b. One faculty representative of the Graduate School, designated by the Dean of the Graduate School.
  - c. One faculty representative of the Provost's Office, designated by the Provost.
  - d. Two students selected by the Student Government.
- 2. Non-voting membership:
  - a. There are no non-voting members for this committee.
- 3. Terms and limits:
  - a. Four-year term.
  - b. Limit of two consecutive terms.
- 4. Committee responsibilities:
  - a. Develop criteria and procedures for review of academic programs.
  - b. Perform a continuing review of graduate and undergraduate academic programs with regard to such factors as mission, need, quality, cost, and contribution to other programs.
  - c. Address concerns and make recommendation to the Senate regarding duplication of programs and courses.
  - d. Recommend policies for University support to individual programs.
  - e. Coordinate the time of and use of external program reviews by accrediting agencies and/or other expert evaluators in its review of specific academic programs.

#### **Section 13. Research and Consulting**

- 1. Voting membership (eight members):
  - a. One faculty member from each representation unit.
  - b. One faculty representative of the Graduate School, designated by the Dean of the Graduate School.
- 2. Non-voting membership (one member):
  - a. One representative of the Vice President for Research and Creative Activities, designated by the Vice President for Research and Creative Activities.
- 3. Terms and limits:

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- a. Two-year term.
- b. Limit of four consecutive terms.
- 4. Committee responsibilities:
  - a. Initiate and review policies related to University research and consulting issues and make recommendation for consideration of said policy to the Faculty Senate.
  - b. Review research development programs and provide technical and funding reviews for faculty proposals submitted to the development programs.

#### **Section 14. Technology and Instructional Services**

- 1. Voting membership (eight members):
  - a. One faculty member from each representation unit.
  - b. One faculty representative of the Graduate School, designated by the Dean of the Graduate School.
- 2. Non-voting membership (one member):
  - a. Three representatives from Information Technology (IT) Division.
  - b. One student representative appointed by Student government
- 3. Terms and limits:
  - a. Two-year term.
  - b. Limit of four consecutive terms.
- 4. Committee responsibilities:
  - a. An annual review of IT support services to the NDSU teaching and research communities.
  - b. Make recommendations for Senate approval of any changes proposed by the IT Division regarding policy, implementation procedures, or classroom and instructional technologies.
  - c. Formulate recommendations regarding needs of the faculty that are unmet by the IT Division.
  - d. Serve as the liaison between the Senate and the IT Division's administration.

#### **Section 15. University Curriculum**

- 1. Voting membership (ten members):
  - a. One tenured faculty member from each representation unit.
    - i. Each representation unit shall also select an alternate faculty member to serve in case of recusal or absence.
  - b. One tenured faculty representative of the Graduate School, designated by the Dean of the Graduate School.
  - c. Two students, one graduate and one undergraduate, appointed by the Student Government.
  - d. Only a voting faculty member will be elected as Chair, and the Chair shall have served at least one year on the committee.
- 2. Non-voting membership (two members):
  - a. One representative of the Provost's Office, designated by the Provost.

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- b. One representative of the Registrar's Office, designated by the Registrar.
- 3. Terms and limits:
  - a. Four-year term.
  - b. No consecutive terms for voting members. No restriction for non-voting members.
  - c. Terms shall be staggered, so that no more than one-third of the members are new.
- 4. Committee responsibilities:
  - a. Develop criteria and procedures for submitting, evaluating, and approving courses, experiences, and program proposals for curriculum and course changes.
  - b. Coordinate and recommend actions on proposals for curriculum and course changes that have been received from the colleges.
  - c. Request the formation of a special (ad hoc) Senate committee to recommend policies for the evaluation of transfer credit, policies for graduation, and make other recommendations as needed.
  - d. Perform other appropriate duties as assigned by the Senate.

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## Article V: Joint Standing Committees

### Section 1. Senate Coordinating Council

1. Voting membership (six members):
  - a. One representative of the Faculty Senate as appointed by the Faculty Senate
  - b. President. One representative of the Staff Senate as appointed by the Staff Senate President.
  - c. One representative of Student Government appointed in accordance with the Student Government Code.
  - d. Faculty Senate President.
  - e. Staff Senate President.
  - f. Student Body President.
2. Non-voting membership (three members):
  - a. Vice President for Finance and Administration (or designee).
  - b. Two representatives from Office of the Provost to facilitate meetings and maintain records
    - i. The council may decide to invite policy initiators to the meetings as non-voting members to explain policy changes.
3. Terms and limits:
  - a. No term or limit on consecutive terms has been designated.
4. Committee responsibilities:
  - a. Review policy to determine first whether it is ready to bring to any of the Senates or whether it should be returned to the policy makers for clarification and revision.
  - b. Coordinate the distribution of policies to the appropriate Senate body consistent with the Faculty Senate, Staff Senate, and Student Government constitutions.
  - c. Send policies that have been voted on to appropriate channels at NDSU for final approval.
  - d. Serve in a liaison capacity regarding the Faculty Senate, Staff Senate, Student Government, and Administration.

### Section 2. Campus Space & Facilities

1. Voting membership (seventeen members):
  - a. One faculty member from each representation unit.
  - b. Three staff members, appointed by the Staff Senate.
  - c. Three student members (graduate, undergraduate, and on-campus), appointed by the Student Government.
  - d. One faculty representative of the Graduate School, designated by the Dean of the Graduate School.
  - e. Provost (or designee).
  - f. Registrar.

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- g. Vice President for Finance and Administration (or designee).
- 2. Non-voting membership (four members):
  - a. Director of Facilities Management.
  - b. Chair of the Department of Architecture and Landscape Architecture.
  - c. Assistant to the Director of the North Dakota Agricultural Experiment Station.
  - d. One representative of the Libraries, designated by the Dean of Libraries.
- 3. Terms and limits:
  - a. No term or limit on consecutive terms has been designated.
- 4. Committee responsibilities:
  - 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 review changes in University space allocation, including classrooms and laboratories.
  - c. Review proposed building projects and major building renovations prior to presentation to the State Board of Higher Education and the 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.

### Section 3. Library

- 1. Voting membership (thirteen members):
  - a. One faculty member from each representation unit.
  - b. Two students (one undergraduate and one graduate), appointed by the Student Government.
  - c. One staff member, appointed by the Staff Senate.
  - d. One representative from Information Technology Services
  - e. One faculty representative of the Graduate School, designated by the Dean of the Graduate School.
  - f. Dean of Libraries.
- 2. Non-voting membership:
  - a. There are no non-voting members for this committee.
- 3. Terms and limits:
  - a. No term or limit on consecutive terms has been designated.
- 4. Committee responsibilities:
  - a. Formulate policy recommendations for the NDSU Libraries.

### Section 4. University Athletics

- 1. Committee purpose:

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- a. The University Athletics Committee serves as the NDSU Athletics Advisory Board, as described in the constitution of the National Collegiate Athletics Association (NCAA).
- 2. Voting membership (sixteen members):
  - a. One faculty member from each representation unit.
  - b. Two students.
  - c. Student Body Vice President.
  - d. President of the Student-Athletes Advisory Council.
  - e. Two representatives of the Staff Senate.
  - f. Director of Intercollegiate Athletics.
  - g. Senior Women's Administrator.
  - h. Faculty Athletics Representative.
- 3. Non-voting membership:
  - a. There are no non-voting members for this committee.
- 4. Terms and limits:
- 5. Committee responsibilities:
  - a. Promote compliance with principles of conduct as defined by the NCAA.
  - b. Act as the Board of Appeals for athletic grievances.
  - c. Initiate and review policies concerning University athletics and make recommendations for consideration of said policy to the Senate. Such areas of concern include guidelines for athletic schedules, guidelines for participation in postseason activities, awards for excellence in athletics, and eligibility of athletes.
  - d. Review upcoming issues at intercollegiate conference meetings and recommend institutional positions.
  - e. Review the budget of the athletic programs prior to its approval by the University President.
  - f. Stimulate interest in athletic events throughout the University community.

## Section 6. University Assessment

- 1. Voting membership (seventeen members):
  - a. One faculty member from each representation unit.
  - b. One representative from the General Education Committee.
  - c. One faculty representative of the Graduate School, designated by the Dean of the Graduate School.
  - d. Provost (or designee).
  - e. Two students (one undergraduate and one graduate), appointed by Student Government.
  - f. One representative from the Division of Student Affairs and Enrollment Management.
  - g. One representative from the NDSU Extension Service.
  - h. One representative from the Office of Institutional, Research and Analysis.

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- i. One representative from Distance and Continuing Education.
  - j. Director of the Office of Accreditation and Assessment.
- 2. Non-voting membership:
  - a. There are no non-voting members for this committee.
- 3. Terms and limits:
  - a. No term or limit on consecutive terms has been designated.
- 4. Committee responsibilities:
  - a. Periodic review of the assessment of student learning in undergraduate and graduate academic programs, within the units in the Division of Student Affairs and Enrollment Management and in the NDSU Extension Service.
  - b. Develop procedures for annual reporting of assessment activities by departments and other academic units, units in the Division of Student Affairs and Enrollment Management, and the NDSU Extension Service on their assessment activities.
  - 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 Senate, the Provost, the Vice President for Agriculture and University Extension, and the Director of the NDSU Extension Service.

## Article VI: Amending the Bylaws

### Section 1.

Amendments to the bylaws may be proposed by the Senate in a regular meeting or by a petition signed by twenty-five percent of the Faculty. At a meeting of the Senate where the amendment is proposed, a vote will be cast to determine whether to consider the amendment at the next regular Senate meeting. If two-third of the votes cast are in favor of the bylaws change, it will be added to the agenda for the next regular meeting of the Senate under General Order.

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### Section 2.

The Secretary of the Senate will distribute the proposed amendment to all members of the faculty no later than nine days after the Senate votes to consider the amendment at their next regular meeting.

### Section 3.

At the next regular meeting of the Senate, if approved by a two-third vote, the change will be submitted to the University President.

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### Section 4.

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

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## Faculty Senate Constitution

### Article I: Preamble

#### Section 1.

The administration and faculty of North Dakota State University share responsibility for governance and effective management of the academic affairs of the University. In addition, shared governance mandates involving stakeholders in all aspects of the University mission. As such, faculty, staff, and students exercise this responsibility in their respective domains. To this end, the faculty accepts the responsibility of crafting, reviewing, and approving policies concerning the Academic and Extension missions of NDSU.

### Article II: Responsibilities

#### Section 1.

The Faculty Senate is the University's legislative body responsible for the review and approval of policy with respect to the following matters:

- a. Academic freedom, including rights and responsibilities
- b. All curricular matters, including establishment, dissolution, and substantial changes to degree programs
- c. Research and scholarship
- d. Admissions standards and prerequisites
- e. Requirements for regular certificates and degrees
- f. Regulations regarding attendance, examinations, grading, scholastic standing, and honors
- g. Teaching quality
- h. Professional standards and criteria for positions accorded academic rank
- i. Policies and procedures for promotion, tenure, and evaluation
- j. And other academic matters

#### Section 2.

The Faculty Senate will also review, recommend, and participate in the formulation and exercise of policy with regard to:

- a. Institutional priorities
- b. The allocation of institutional resources
- c. Academic organization
- d. Administrative procedures and organizational structure
- e. Appointment and promotion of administrators
- f. Issues related to intellectual property
- g. Honorary degrees
- h. Other matters of interest to the faculty

## Article III: Membership

### Section 1.

Membership in the Faculty Senate consists of elected representatives from non-administrative, half-time or greater appointments from the following groups: faculty who hold the academic rank of professor, associate professor, assistant professor, professor of practice, associate professor of practice, assistant professor of practice, senior lecturer, instructor, or research faculty.

### Section 2.

The following, whether full or part time or interim, are considered administrative positions: Chair/Head/or equivalent, Assistant/Associate Dean, Dean, Vice President, Assistant/Associate Vice President, Provost, and President.

## Article IV: Amendments

### Section 1.

Amendments to the Constitution may be proposed by the Senate or by a petition signed by twenty-five percent of the faculty. The Secretary of the Senate will distribute the proposed amendment to all faculty no later than nine days after the amendment is submitted for approval.

### Section 2.

No later than thirty days nor earlier than seven days after the amendment is distributed, the faculty shall vote by secure electronic ballot on the proposed changes. If approved by two-thirds of the ballots cast, the change will be submitted to the University President for concurrence and then forwarded to the North Dakota State Board of Higher Education for consideration.

### Section 3.

When approved by the North Dakota State Board of Higher Education, the changes shall become effective immediately.

## **XI. New Business**

### ***Item Summary***

#### **3. Formation of an ad-hoc committee for internationalization and global engagement**

This item is related to forming an ad-hoc committee charged with developing a coherent university strategy to pursue internationalization in all its forms, that is, through infusion of an international dimension in all aspects of academic activity: teaching, research and service. In the context of a globalized world, international engagement and connections are more crucial than ever. A strategic promotion and support of internationalization initiatives on campus would position the university to attract scholars and students from abroad, and increase its visibility internationally.