

Meeting Minutes

March 18, 2024

- I. Call to Order
 - Meeting called to order at 3:00 pm
- II. Attendance and Substitutions
 - Harmon for Ross
 - Yan for Mathew
 - See Appendix 1 for attendance record
- III. Adoption of the Agenda
 - MOTION to Adopt the Agenda (Smith/Secor)
 - MOTION to Move Special Order to after the Consent Agenda (Gillam/Smith)
 - MOTION passed unanimously
- IV. Approval of Meeting Minutes from February 26, 2024
 - Minutes approved by unanimous consent
- V. Announcements
 1. David Cook, President
 - No announcements, open to questions
 - Ceded time to Laura Oster-Aaland (VP for Student Affairs and Institutional Equity)
 - Hiring an external firm focused on employee well-being
 - History of creating surveys about well-being but not a strong history of actionable items coming out of those surveys
 - Educating the campus about what employee engagement is
 - One additional survey in the future followed by development of action plans specific to different units
 2. David Bertolini, Provost
 - System-level review about tuition waivers (undergraduate and graduate)
 - Still ongoing
 - Audit on overload → looking for a piece in a policy about minimum number of credits taught per faculty member
 3. Warren Christensen, Faculty Senate President
 - Shared governance summit occurring on Thursday, March 21
 - VP Wallman assembling a group to collect information about what technology is most valuable to faculty in the classroom

4. Erin Gillam, Faculty Senate Past-President
 - No announcements
 5. Jeremy Jackson, Faculty Senate President-Elect
 - Recap of resignation and thanks to Faculty Senate
 6. Kristi Steinmann, President of Staff Senate
 - Open forum for campus summarizing the discussion and actionable outcomes from the summit
 - Hope that in April or May senate meetings, can vote to adopt updates to governance principles
 7. Kaylee Weigel, President of Student Government
 - Campaigning for student government started today
 - Statement regarding proposed changes to Policy 333.1
 - See Appendix 3 for the full statement
- VI. Committee and Other Reports
- None
- VII. Consent Agenda
1. UCC Report
 - MOTION to Approve (McWood/Magel)
 - MOTION passed unanimously
- VIII. Special Order
- Election to fill the Vacant President-Elect position
 - MOTION to Postpone (Gillam/Smith)
 - McWood: asked for clarification on how people express their interest
 - Can email the FS President or bring nomination to the floor during the election
 - McGrath: question about how not having FS President-Elect impacts the workings of Faculty Senate
 - Christensen: Should not be too disruptive given current responsibilities of FS President-Elect
 - MOTION passed unanimously
- IX. Unfinished Business
1. Policy 331.1 - Course Syllabus
 - MOTION to Approve (Steig/Akhmedov) (from February FS meeting)
 - MOTION to Amend such that syllabus should be posted by the first day a class is scheduled to meet (Huseynov/Magel)
 - Larson: Does not support the motion
 - Based on Weigel's comments, the proposed amendment

- does not prioritize student needs
 - Hong: Concern about adjunct faculty having access in time and what would happen if faculty have a major life event that impacts their ability to upload their syllabus
 - Gillam: Other policies protect faculty who have major life events and issues with blackboard should be seen as a technology problem to be fixed
 - MOTION to Amend Fails (5 AYE; 31 NAY; 5 ABSTAIN)
 - See Q1 in Appendix 2 for voting record
 - MOTION to Amend such that syllabi should be posted the Friday before the start of the semester (Larson/Boonstoppel)
 - Clarification on when
 - Weigel: 3-day business window would be ideal, but the Friday before classes would alleviate some concerns, specifically about freshmen having access to their syllabi during Welcome Week.
 - McWood: Asked if final vote on policy can be postponed to allow senators to gather more feedback from faculty
 - Haug: supports the motion
 - Tangen: supports the motion
 - Boonstoppel: Supports the motion
 - MOTION to Amend Passed (30 AYE; 6 NAY; 4 ABSTAIN)
 - See Q2 in Appendix 2 for voting record
 - MOTION to Approve Policy 333.1
 - MOTION passed (37 AYE; 1 NAY; 2 ABSTAIN)
 - See Q3 in Appendix 2 for voting record
2. Policy 350.1 - Board Regulations on Academic Freedom and Tenure; Academic Appointments
- MOTION to Approve Policy 350.1 (Wood/Travers)
 - Introduction to policy changes by Dr. Alan Denton
 - Overall goal is to provide more transparency and clarity about faculty position conversions, which do occur on our campus
 - Rao: question about whether a position being converted would be publicly open as a new position
 - Denton: no, this would not be required. Additional details, such as changes to job description, would be required and are why the support of the unit is required for such a conversion.
 - Hearne: Asked for clarification about what is meant by “unit”
 - Denton: This is referring to an administrative unit, which is generally a department but can take other forms

- Nelson: Would units need to develop additional guidelines for their PTE policies?
 - Denton: No required changes to unit-level PTE policies should be required to accommodate conversions
- Steig: Identified 4d1 and 4d2 as having discrepancies between the two sections (same vs lower rank – look at language).
 - Denton clarified why the 2 sections are built out differently
- Hearne: concern that conversion from TT to non-TT could end tenure at NDSU
 - Denton: intent of the policy is not related to addressing tenure as a policy
- Benna: Asking about 3 years of service requirement from non-tenure to tenure line
 - Denton: allows time for faculty member to have a sufficient record to demonstrate merit for such a conversion
- MOTION to Amend to strike “or lower” from section 4d1 (Steig/Benna)
 - Steig: “or lower” piece could potentially serve as a deterrent for those looking to make that conversion (CLARIFY)
 - Denton: Sees this as a reasonable amendment
 - Wood: Potential that colleagues could vote no based on the rank being the same (i.e. could reduce faculty support for a candidate’s conversion)
 - Haug: supports the motion. Someone who has earned a promotion as a PoP should be able to retain it as a TT faculty because they have already gone through that process.
 - Li: does not support the motion because the current language does not prohibit one from keeping their current rank
- MOTION to Amend Passed (26 AYE; 10 NAY; 4 ABSTAIN)
 - See Q4 in Appendix 2 for voting record
- Li: what is the logic about the conversion being one-way only rather than potentially going back and forth over time?
 - Denton: idea was to keep it simple
- Boonstoppel: clarified language in policy that implies units will need to modify their own policies to accommodate conversions
 - Denton: in the absence of any specific policy at the unit level governing any conversions, then the unit would make a recommendation.
- Smith: Is there a period of evaluation at new percentages/job descriptions before a faculty member is re-evaluated?
 - Denton: this policy only deals with the change in academic appointment, not the change in position description

- Hong: What happens if there is conflict between assessments for PTE Committee and Department Chair?
 - Denton: No appeal process built into the policy
 - Denton: Positive recommendations needed through the whole process
- MOTION to Approve Policy 350.1 passed (37 AYE; 1 NAY; 3 ABSTAIN)
 - See Q5 in Appendix 2 for voting record
- 3. Revision of the Faculty Senate By-laws
 - MOTION to Consider Revisions of the Faculty Senate Bylaws (McWood/Gillam)
 - Christensen: Some senators have requested additional changes to the bylaws, specifically elevating Policy 352 to a permanent standing committee of the Faculty Senate
 - More details on bylaws changes to come
 - MOTION to Consider passed (38 AYE; 2 NAY; 1 ABSTAIN)
 - See Q6 in Appendix 2 for voting record
- 4. Policy 335 - Academic Integrity in Instructional Contexts
 - MOTION to Approve (McWood/Nelson)
 - MOTION to Approve Policy 335 passed (37 AYE; 0 NAY; 4 ABSTAIN)
 - See Q7 in Appendix 2 for voting record
- X. Adjournment
 - MOTION to Adjourn (Smith/Benton)
 - MOTION to Adjourn approved
 - Meeting adjourned at 4:29pm

Appendix 1. Attendance Record for March 18, 2024 Faculty Senate Meeting

Last Name	First Name	March 18		Last Name	First Name	March 18
Akhmedov	Azer	X		Rao	Jiajia	X
Ambrosio*	Tom			Roberts	David	
Amiri	Ali	X		Ross	Darrell	P
Andrianova	Anastasiya			Secor	Gary	X
Barabanov*	Nikita			Smith	Matthew	X
Benna	Justin	X		Steig	Jayne	X
Benton	Brad	X		Sun	Rex	X
Boonstoppel	Sarah	X		Tangen	Jodi	X
Choi	Bong-jin	X		Travers	Steve	
Choi	Juwon			VanSickle	Candace	X
Christensen	Warren	X		Vold	Jessica	X
Del Rio Mendoza	Luis	X		Wood	Scott	X
Gao	Jerry	X		Wu	Xiangfa	X
Gillam	Erin	X				
Hatterman-Valenti	Harlene	X				
Haug	Karla	X				
Hearne	Robert	X				
Hershberger	John					
Hong	David	x				
Huseth-Zosel	Andrea	X				
Huseynov	Fariz	X				
Jackson	Jeremy	X				
Jeong	Inbae	X				
Kilina	Svetlana	X				
Kirkpatrick	Sarah	X				
Kryjevskaja	Mila	X				
Larson	Jamee	X				
Law	Quincy					
Li	Jin	X				
Magel	Ken	X				
Mathew	Febina					
Mataic	Dane	X				
Matthew	Sijo	X				
McGrath	Ryan	X				
McWood	Leanna	X				
Nelson	Kjersten	X				
Peltier	Allison					
Rahman	Mukhlesur	X				

*indicates Alternate 47 voting senators
 X = Present Quorum = 25.8 (26
 P = Proxy senators must be present)

Appendix 2. Voting Record for March 18, 2024 Faculty Senate Meeting

Participant	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>Q5</u>	<u>Q6</u>	<u>Q7</u>
Azer Akhmedov	ABSTAIN	AYE	AYE	AYE	AYE	AYE	AYE
Justin Benna	NAY	AYE	AYE	AYE	AYE	AYE	AYE
Bradley Benton	NAY	AYE	AYE	-	AYE	AYE	AYE
Sarah Boonstoppel	NAY	AYE	AYE	AYE	AYE	AYE	AYE
Bong-Jin Choi	NAY	AYE	AYE	AYE	AYE	AYE	AYE
Luis Del Rio Mendoza	NAY	NAY	AYE	AYE	AYE	AYE	AYE
Jerry Gao	NAY	AYE	AYE	NAY	AYE	AYE	AYE
Erin Gillam	NAY	AYE	AYE	AYE	AYE	AYE	AYE
Jason Harmon	NAY	ABSTAIN	AYE	ABSTAIN	AYE	AYE	ABSTAIN
Harlene Hatterman-Valenti	ABSTAIN	ABSTAIN	ABSTAIN	NAY	AYE	AYE	AYE
Karla Haug	NAY	AYE	AYE	AYE	AYE	AYE	AYE
Robert Hearne	NAY	AYE	AYE	AYE	NAY	NAY	AYE
Yongtao Hong	AYE	AYE	AYE	NAY	AYE	AYE	AYE
Andrea Huseth-Zosel	NAY	AYE	AYE	AYE	AYE	AYE	AYE
Fariz Huseynov	NAY	AYE	AYE	NAY	AYE	AYE	AYE
Jeremy Jackson	ABSTAIN	ABSTAIN	ABSTAIN	ABSTAIN	ABSTAIN	ABSTAIN	ABSTAIN
Inbae Jeong	NAY	-	AYE	AYE	AYE	AYE	AYE
Svetlana Kilina	NAY	AYE	AYE	AYE	ABSTAIN	AYE	AYE
Sarah Kirkpatrick	NAY	AYE	AYE	AYE	AYE	AYE	AYE
Mila Kryjevskaja	NAY	AYE	AYE	NAY	AYE	AYE	AYE
Jamee Larson	NAY	AYE	AYE	AYE	AYE	AYE	AYE
Jin Li	NAY	AYE	AYE	NAY	AYE	AYE	AYE
Kenneth Magel	NAY	NAY	AYE	AYE	AYE	AYE	AYE
Dane Mataic	NAY	AYE	AYE	NAY	AYE	AYE	AYE
Sijo Mathew	NAY	AYE	AYE	AYE	AYE	AYE	AYE
Ryan McGrath	NAY	AYE	AYE	AYE	AYE	AYE	AYE
Leanna McWood	AYE	AYE	AYE	AYE	AYE	AYE	AYE
Kjersten Nelson	NAY	AYE	AYE	AYE	AYE	AYE	AYE
Md Mukhlesur Rahman	NAY	AYE	AYE	AYE	AYE	AYE	AYE
Jiajia Rao	NAY	ABSTAIN	-	AYE	AYE	AYE	AYE
Gary Secor	AYE	AYE	AYE	AYE	AYE	AYE	AYE
Matthew Smith	NAY	AYE	AYE	AYE	AYE	AYE	AYE
Jayme Steig	NAY	NAY	AYE	AYE	AYE	AYE	AYE
XIN Sun	ABSTAIN	AYE	AYE	ABSTAIN	ABSTAIN	AYE	AYE
Jodi Tangen	NAY	NAY	AYE	AYE	AYE	AYE	AYE
Steven travers	NAY	AYE	AYE	ABSTAIN	AYE	AYE	ABSTAIN
Candace Vansickle	AYE	AYE	AYE	AYE	AYE	AYE	AYE
Jessica Vold	NAY	NAY	NAY	NAY	AYE	AYE	AYE

Participant	Q1	Q2	Q3	Q4	Q5	Q6	Q7
Scott Wood	NAY	AYE	AYE	NAY	AYE	AYE	ABSTAIN
Xiangfa Wu	AYE	NAY	AYE	NAY	AYE	AYE	AYE
Guiping Yan	ABSTAIN	AYE	AYE	AYE	AYE	NAY	AYE
COUNT AYE	5	30	37	26	37	38	37
COUNT NAY	31	6	1	10	1	2	0
COUNT ABSTAIN	5	4	2	4	3	1	4
TOTAL COUNT	41	40	40	40	41	41	41

Appendix 3. Statement made by Student Body President, Kaylee Weigel

To NDSU Faculty Senate,

March 18th, 2024

As the elected leader of the students at NDSU, and after discussions with members of Student Government, I would like to address some comments mentioned in the previous Faculty Senate meeting regarding proposed changes to Policy 331.1. I am sharing this statement on behalf of myself, the Student Body President. I was elected by my peers to advocate on their behalf, and I would not be an acceptable leader if I did not speak up when difficult matters need to be addressed.

This syllabus policy change may seem trivial to some. Many of you may already adhere to this practice. However, the reason for presenting this change is because your colleagues, and the vast majority of faculty at NDSU, do NOT post their syllabi in a timely manner. This change was proposed based on student feedback received in Student Government during the last academic year, which was further reinforced this academic year, and based on student feedback that was brought to me from the Welcome Week Team and the Dean of Students Office.

The inability of incoming students to access any course information aside from the bulletin description until just before class is a significant cause of anxiety. Each semester, we require all our students to enroll in classes without any understanding of what the expectations will be. This is akin to asking you all to apply for a job without knowing the job duties and having you show up to your first day without an idea of what the job will entail. This mystery job is hardly one many would willingly apply for, and it is unfair we expect our students to do the same. That is further worsened by not allowing our students access to course objectives and expectations with enough time to adequately prepare for their semester.

After observing the discussion at your February meeting regarding Policy 331.1, I acknowledge that an amendment may be warranted to accommodate instances involving instructors hired after the three- business day window. While such occurrences may be infrequent, a revised exception could alleviate concerns expressed by you and your fellow colleagues.

Additionally, I recognize that some may perceive the three-business day window as overly extensive and rigid. However, this timeline is deliberate: it allows students to access syllabi and course details prior to Welcome Week, allowing adequate time to prepare. It also allows Welcome Week leads to assist incoming freshman in accessing this information, which was also brought to me as feedback to improve. This timeframe was also chosen because it does align with the contractual obligations of 9-month faculty. Some faculty members I spoke with mentioned that their contract start date would not allow much time

to prepare a syllabus with the proposed requirements. I recognize that concern, and I am sure you can empathize with our current students who have no time to prepare for their classes with the current policy as it stands.

Furthermore, the HLC requires faculty to provide syllabi in a timely manner. I would argue that providing syllabi on the day of class is not timely, and a larger window would satisfy this accreditation standard. In the 2022-2023 academic year, Student Senate originally proposed a larger window for requiring syllabi to be posted based on UND's policy. UND has a "[preview week](#)", during which all syllabi and Blackboard courses must be opened a week before classes start. However, this was rejected by your body last spring, and based on your feedback, we opted to shorten the window to three business days. Student Senate heard and was responsive to the concerns raised, but a required early posting is still necessary. It seems as though we as an institution are behind the times in implementing this requirement.

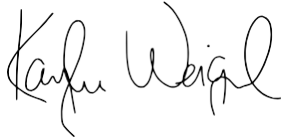
Additionally, this policy change was designed to support student success, retention, and preparation for courses. This aligns with your priorities for the year: Faculty Senate adopted "Student recruitment, retention, and well-being" as a priority for this academic year during your October meeting. To my knowledge, Faculty Senate has not made significant progress in this area, and it is not assigned to any committee or ad hoc. This policy change was initiated based solely on student feedback and student needs, and it provides an opportunity for you all to address one of your priorities.

I acknowledge that many of you see this as an additional job requirement. To be transparent, that is the intent. Some comments made in your February meeting were against this policy and mentioned that faculty do not want this to be a requirement so administration won't use it as a performance indicator or to be "weaponized" against. To that, I am disappointed. There is no excuse to leverage poor student service as an action against the administration. I do not appreciate student success and accessibility being used as bargaining chips in that fight. Even if you say you care for students, not holding your colleagues accountable for providing inadequate student support is an action that does not match your words. NDSU is supposed to be student-centered, and implementing accountability for faculty who are not student-focused should be inherent.

Today, I speak not only as a representative of the student body but also as someone who has experienced a transformative journey during my five years at this institution. I've witnessed firsthand the impact our policies and classroom environments have on students. As a student who almost transferred because of the academic experience, faculty support for student success is vital for their retention, persistence, and carrying on the legacy of NDSU.

This policy change is best for students. Early access to course information and expectations is best practice. We are a student-centered institution, and we fail to put that as our focus. Although I was extremely disappointed at the comments made during the last Faculty senate meeting, I am greatly appreciative of those of you who have discussed with me and expressed your support for this change as it stands. In the interest of student success and the future generation we are building at NDSU, I implore you all to pass an early syllabus posting requirement as the changes currently stand. I encourage you all to prioritize the needs of our current students and recognize how this one small action can have a monumental impact on student success and retention.

Sincerely,



Kaylee Weigel
Student Body President