

NDSU Faculty Senate Minutes
March 9, 2020
Memorial Union Plains Room

- I. Call to order
 - a. Meeting called to order at 3:0X pm

- II. Attendance
 - a. Substitutions
 - i. Jun (Jeffrey) Chen for Ruilan Tian
 - ii. Ellen Rubenstein for John Creese
 - iii. Andrew Huseth-Zosel for Mary Larson

- III. Approval of previous meeting minutes from February 10, 2020
 - a. Move to Approve (Sassi/Johnson)
 - b. Approved by acclamation

- IV. Adoption of the agenda
 - a. Lyman: Motion to move UCC report to New Business – automatically moved
 - b. Motion to approve agenda with UCC report moved to New Business (Lyman/Reindl)

- V. Announcements
 - a. President Bresciani
 - i. Not present, no announcements

 - b. Margaret Fitzgerald, Interim Provost
 - i. Not renewing contract with Digital Measures – please encourage faculty to download their DM documents before our March 14 subscription ends
 - ii. Mike Borr is the COVID-19 manager for NDSU
 - Working in advance on how to manage potential disruptions

 - c. Molly Secor-Turner, Faculty Senate President
 - i. No announcements

 - d. Carlos Hawley Faculty Senate President-Elect
 - i. No announcements

 - e. Elizabeth Cronin, Staff Senate President
 - i. Not present, no announcements

 - f. Mason Rademacher, Student Body Vice President
 - i. Discussed COSGA meeting (national student government organization)
 - ii. Mason Rademacher won an award for his work with NDSU student government
 - iii. Voting for next Student Body President and Vice President coming up soon

- g. Lindsey Pouliot, Open Educational Resources Grants
 - i. Discussed grants for adopting open educational resources in your classroom
 - ii. Provided data on rising textbook expenses and tendency for NDSU students to not purchase textbooks due to cost issues
 - iii. \$110,000 allocated by ND legislature to pursue OERs at NDUS campuses
 - iv. Discussed OER use by an NDSU Professor of Practice, Dr. Kimberly Booth
- h. Alicia Laferriere, Bookstore Updates
 - i. New book adoption system rolled out in Spring 2020
 - ii. Adoption system includes personalized link for book adoptions
 - iii. Students can charge up to \$1,000 for textbooks on their account in the first three weeks of the semester
 - iv. Book store can provide additional information about course materials, such as library resources or online resources that will be used in the course
 - v. Turning Point Technology classroom technology now part of student fees, so available for use in all courses

VI. Committee Reports

- a. Summer Session Ad Hoc Committee (Lyman)
 - i. Memo to Provost Fitzgerald included in today's agenda
 - ii. Proposed name change from "Summer School" to "Summer Sessions"
 - iii. Summer Sessions now has its own webpage
 - iv. Goal to release course offerings for entire academic year (including Summer) at the same time to allow student planning for taking summer courses
 - v. No change to budget model for Summer Sessions 2020

VII. Consent agenda

- a. Policy 722: Export Control
 - i. MOTION: Move to Approve (Gillam / Lyman)
 - ii. Motion approved by acclamation

VIII. Unfinished Business

a. SROI Introductory Paragraph

The Student Course Experience Survey serves several important functions at NDSU. Instructors use this data to improve course design, adjust their teaching strategies, and document their teaching effectiveness. As you complete this survey, you will be prompted to reflect on several aspects of your learning experience. We encourage you to provide comments on what was most helpful for you as a learner, and what the instructor could do to strengthen the course in the future.

Final Language after Two Amendments (additions in blue, deletions in red, original language in black): The Student Course Experience Survey serves several important functions at NDSU. Instructors use ~~these~~^{is} data to improve course design, adjust their teaching strategies, and document their teaching effectiveness. As you complete this survey, you will be prompted to reflect on several aspects of your learning experience. We encourage you to provide comments on what was most helpful for you as a learner⁷, and what the instructor could do to strengthen the course in the future.

b. MOTION: Move to Approve (Pieri / Lyman)

c. Approval by acclamation

IX. New Business

a. UCC Report

- i. Inactivate HNES 452 only – Keep 652, so delete HNES 652 from inactivation list

X. Adjourn

a. Motion to Adjourn (Pieri / Gillam)

b. Adjourned at 3:43 pm

**University Curriculum Committee
For Faculty Senate Meeting on March 9, 2020**

New Programs
COMM – undergraduate certificate in Advertising
ME/PHYS – B.S.M.E. with a dual major in Physics

Program Changes
ACCT – Master of Accountancy – updated elective list to reflect currently offered courses.
ADHM – B.S./B.A. Apparel, Retail Merchandising & Design – four different options have been created to provide a career-specific curriculum.
BIOL – B.S./B.A. Biological Sciences – removing courses that are no longer taught and adding different required and elective courses to options.
CJ – B.S./B.A. Criminal Justice – removing required courses that duplicate content in other required courses for the major.
CSCI – Graduate certificate – Cybersecurity – restructured to clarify requirements for students.
ENTR – minor in Entrepreneurship – added ECON 402 as an elective.
HNES – Master of Science in Health, Nutrition and Exercise Science – added additional courses for the Leadership in Physical Education and Sport option.
MPH – Master of Public Health – added two accelerated program options.

General Education Recommendations
ANTH 204 – recommended for approval in the Social & Behavioral Sciences and Cultural Diversity categories.
CFS 210 – recommended for revalidation in the Science and Technology category.
COMM 110 – recommended for revalidation in the Communications category.
POLS 115 – recommended for revalidation in the Social & Behavioral Sciences category.
PSYC 111 – recommended for revalidation in the Social & Behavioral Sciences category.
SPAN 401 – recommended for revalidation in the Communications category.
STAT 330 – recommended for revalidation in the Quantitative Reasoning category.
TIPS 101 – recommended for approval in the Humanities & Fine Arts and Cultural Diversity categories.

New Courses			
Subject	No.	Title	Effective Term
CSCI	642	Problem Solving in Computer Science Education	Summer 2020
ENTR	440	International Entrepreneurship	Fall 2020
HNES	737	School-Wide Physical Activity Promotion	Summer 2020
POLS	762	New Institutionalism in Political Science	Fall 2020
STAT	711	Basic Computational Statistics Using R	Summer 2020
STAT	712	Applied Statistical Machine Learning	Summer 2020
STAT	713	Introduction to Data Science	Summer 2020
STAT	714	Statistical Big Data Visualization	Summer 2020
THEA	230	Introduction to Theatrical Rendering	Fall 2020
TIPS	101	Introduction to Native American & Indigenous Studies	Fall 2020

Course Reactivation			
Subject	No.	Title	Effective Term
BUSN	280	Introduction to Business	Fall 2020
MGMT	752	Organizational Restructuring	Fall 2020

Course Changes								
From:				To:				
Subject	No.	Title	Crs.	Dept	No.	Title	Crs.	Effective Term
ANTH	481/681	Qualitative Methods in Cultural Anthropology	3	ANTH	481/681	Ethnographic Research Methods	3	Fall 2021
AS	441	National Security Affairs/Preparation for Active Duty I	3	AS	441	National Security/Leadership Responsibilities & Commissioning Preparation I	3	Fall 2020
AS	442	National Security Affairs/Preparation for Active Duty II	3	AS	442	National Security/Leadership Responsibilities & Commissioning Preparation II	3	Spring 2021
EDUC	738	Administration of Elementary Schools	2	EDUC	738	Administration of K-12 Schools	2	Fall 2020
EMGT	481	Disaster Analysis	3	EMGT	281	Disaster Analysis	3	Fall 2020
EMGT	261	Disaster Preparedness	3	EMGT	361	Disaster Preparedness	3	Fall 2021
EMGT	262	Disaster Mitigation	3	EMGT	362	Disaster Mitigation	3	Fall 2020
EMGT	264	Disaster Recovery	3	EMGT	364	Disaster Recovery	3	Fall 2020

Changes in Course Descriptions and/or Requisites				
Subject	No.	Title	Prerequisite/Co-requisite/Description Change	Effective Term
ANTH	481/681	Ethnographic Research Methods	Desc: Focuses on qualitative research methods, with an emphasis on ethnographic methods used in cultural anthropology and sociology. Instruction in the theoretical orientations and ethics underlying immersive participant-observation fieldwork, and application of its central practices, including key informant and in-depth interviews, document and photo collection, journaling and reflective memos, and qualitative data analysis.	Fall 2021
AS	441	National Security/Leadership Responsibilities & Commissioning Preparation I	Prereq: AS 111, AS 112, AS 211, AS 212, AS 311, AS 312	Fall 2020
AS	442	National Security/Leadership Responsibilities & Commissioning Preparation II	Prereq: AS 111, AS 112, AS 211, AS 212, AS 311, AS 312, AS 441	Spring 2021
CE	212	Civil Engineering Graphic Communications	Prereq: none	Fall 2020
CE	483	Contracts and Specifications	Prereq: junior or senior standing	Spring 2020
COMM	476	Advertising Campaign Practicum	Prereq: COMM 376 or COMM 377 and COMM 470. Restricted to Communication professional majors and minors.	Spring 2021
COMM	704	Qualitative Research Methods in Communication	Prereq: COMM 700, COMM 701	Summer 2020
EDUC	738	Administration of K-12 Schools	Desc: The course provides school leaders with common elements of leadership and management as they apply to the K-12 principalship. Practical applications in the K-12 setting will be considered.	Fall 2020
MGMT	752	Organizational Restructuring	Desc: This course aims to provide students with a fundamental understanding of organizational design and restructuring, and exposes them to a broad range of activities-involved organizational restructuring, such as mergers and acquisitions, reorganization, and downsizing. The emphasis is placed on the driving forces and mechanisms of organizational restructuring and its impacts on organizations and employees.	Fall 2020
MICR	352	General Microbiology II	Desc: Further exploration and application of microbiological concepts introduced in MICR 350 in a manner that develops skills important for successful completion of a microbiology degree and success in careers related to microbiology.	Spring 2021

Course Inactivation			
Subject	No.	Title	Effective Term
HNES	452/ 652	Nutrition, Health and Aging	Fall 2020

Policy Change Cover Sheet

This form must be attached to each policy presented. All areas in red, including the header, must be completed; if not, it will be sent back to you for completion.



If the changes you are requesting include housekeeping, please submit those changes to ndsuscc@ndsuscc.edu first so that a clean policy can be presented to the committees.

SECTION: **722 Export Controls**

1. Effect of policy addition or change (explain the important changes in the policy or effect of this policy).
Briefly describe the changes that are being made to the policy and the reasoning behind the requested change(s).

- Is this a federal or state mandate? Yes No
- Describe change: The proposed change to the Export Control Policy is to add that NDSU will act in accordance with US government sanction programs. Sanctions are separate from the export control laws and regulations but are political and economic decisions put in place by the federal government for the purpose of protecting national interests. Failure to comply with sanction programs has similar ramifications to the individual and institution as failing to comply with the export control laws and regulations.
2. This policy change was originated by (individual, office or committee/organization):
- Office/Department/Name and the date submitted: Jolynne Tschetter, RCA
- Email address of the person who should be contacted with revisions, jolynne.tschetter@ndsuscc.edu

This portion will be completed by Heather Higgins-Dochtermann.

Note: Items routed as information by SCC will have date that policy was routed listed below.

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

Senate Coordinating Committee:

Faculty Senate:

Staff Senate:

Student Government:

President's Cabinet:

The formatting of this policy will be updated on the website once the content has final approval. Please do not make formatting changes on this copy. If you have suggestions on formatting, please route them to ndsuscc@ndsuscc.edu. All suggestions will be considered, however due to policy format guidelines, they may not be possible. Thank you for your understanding!

North Dakota State University

Policy Manual

SECTION 722 EXPORT CONTROL

SOURCE: NDSU President

1. North Dakota State University is committed to acting in accordance with all applicable U.S. Government export regulations [and sanctions programs](#). NDSU requires ALL faculty, staff, students, and other University personnel to be aware of, and comply with, [U.S. export control laws and sanctions laws and regulations](#), and NDSU's policy and procedures thereto.

HISTORY:

New	November 30, 2015
Housekeeping	August 28, 2019

memo

North Dakota State University

To: Interim Provost Margaret Fitzgerald
From: Katie J. Lyman & Molly Secor-Turner
CC: President Bresciani, Jody Dewald, Melissa Lamp, Chanchai Tangpong
Date: 2/24/2020
Re: Summer Sessions Update

Dear Interim Provost Fitzgerald,

At the full Faculty Senate meeting September 2019, then Interim Provost Ken Grafton alluded to a new *ad hoc* committee he wanted to create with the goal of developing strategies to increase enrollment for Summer School. At the September 30, 2019 Faculty Senate Executive Committee meeting, Katie Lyman and Molly Secor-Turner agreed to lead the initial conversations with a group of individuals to understand the complexities as well as consider possible solutions for this initiative. The committee consisted of: Interim Provost Ken Grafton, Jody Dewald, Melissa Lamp, Chanchai Tangpong, Katie Lyman, and Molly Secor-Turner. The first meeting was October 15, 2019, and the group met every few weeks for updates and new strategies.

To date, the group has been successful with the following:

- Met with multiple constituents across campus including, but not limited to the following: Registrar's Office, IT Department, Office of Bruce Bollinger, Career and Advising Center, and individual department/college meetings. These meetings allowed us to forge relationships, understand the intricacies of multiple offices, and proceed with specific initiatives.
- Changed the name from Summer School to Summer Sessions.
- Summer Sessions now has a dedicated webpage for students and faculty for easy access and quick answers specific to the non-traditional term. <https://www.ndsu.edu/summer>.
- Consideration of specific marketing campaigns and ideas for curriculum redesign to assist students either graduate sooner or with enhanced credentials (e.g, certificates, minors, etc.).
- Incoming freshmen now have the opportunity to enroll in a course the summer between their Senior year of high school and commencement of the full college experience at NDSU. We are hopeful students will take advantage of this opportunity and successfully complete college courses in preparation for more immersive experiences.
- Initial conversations were had with the Registrar's Office about considering a release of the entire 2020-2021 academic term with summer courses included. Although there has been personnel transition at both the Registrar and Provost positions, we are hopeful this initiative will still flourish, as we believe the release of courses for the entire academic year could help students, staff, and faculty plan accordingly.
- The current budget model was discussed with explanations from Jody Dewald. As committee members, we heard feedback from multiple people about the concern of less revenue returning to local funds. As such, we investigated new ideas so as to maximize the return to departments.

The following factors have influenced further progress by this committee:

- The release of the NDSU Ad hoc Budget Committee Recommendations to all NDSU faculty January 2020 suggested an expansion of course offerings (Recommendation #5).

memo

- The finalization of the 2020-2025 Strategic Plan with priorities related to Academic and Research Excellence as well as Student Success and Achievement.
- Transformations in key leadership positions such as the Interim Provost, Registrar, Director Assessment & Accreditation.
- Budget constraints during the current fiscal year that does not end until June 30, 2020.
- A renewed focus on budgetary concerns and solutions for the future.
- The formation of a search committee to hire a permanent Provost.

Our recommendations are as follows:

- Continue with newly implemented strategies and monitor progress in specific areas.
- Have future discussions with the new permanent Provost who will have curriculum acumen novel to NDSU and the existing Summer Sessions model.
- Explore new opportunities to gather input from a diverse group of constituents (academic term 2020-2021) from across campus to ensure all aspects of the non-traditional session are considered.
- Suspend any new initiatives until a permanent Provost is hired such that he/she can provide insight and direction based on a multifactorial model and vision set forth by the Strategic Plan.

Please let us know if you have any questions or concerns about any of the aforementioned topics. Should you have any direction for this particular *ad hoc* committee, we certainly welcome your guidance. Thank you for your time and consideration of this committee report.

Sincerely,
Katie J. Lyman
Molly Secor-Turner