Information Senate Coordinating Council Minutes

Monday, November 18, 1:00 PM

Meadow Lark, Memorial Union

**Present:** Canan Bilen-Green (chair), Heather Higgins-Dochtermann (secretary), John Woolsey, Molly Secor-Turner, Erin Gillam, Carlos Hawley, Elizabeth Cronin, Maggie Latterell, Matthew Friedmann, Joe Vollmer

**Absent:** Amanda Booher, Megan Ramsett, Carl Ludewig, Mason Rademacher

**Review of October 14, 2019 Meeting Minutes**

**Policies Discussed**

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| 1. | **103** | **EQUAL OPPORTUNITY/AFFIRMATIVE ACTION POLICY ON THE ANNOUNCEMENT OF POSITION OPENINGS** – John Woolsey – V1 10/28/2019. Responsible Office approved on 10/29/19. **L**egal counsel approved 10/31/2019. Faculty Senate Consent Agenda for next meeting. Staff Senate Input for next meeting. Student Government Consent Agenda for next meeting. |
| **2.**  | **151** | **CODE OF CONDUCT – Molly Secor-Turner – V1 11/08/2019.** Routed to Responsible Offices 11/08/2019. VP for Faculty & Equity approved 11/08/2019. HR approved 11/14/2019.Routed to legal counsel on 11/15/2019. Once legal counsel approves the following will occur: Faculty Senate Input for next meeting. Staff Senate Input for next meeting. Student Government Input for next meeting. |

**Carryover (updates from last meeting in red)**

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| 1. | **100** | **EQUAL OPPORTUNITY AND NON-DISCRIMINATION –** Claudia Simon – V1 04/25/2019. Responsible Offices approved 04/25/2019.Legal counsel approved 06/12/19. Student Government approved 9/8/19. Staff Senate approved 11/6/19. Faculty Senate approved 10/14/19. Sent to Provost 11/14/2019.  |
| 2. | **134.1** | **WORKPLACE AND FAMILY/DEPENDENT RESPONSIBILITIES** – Dan Friesner – V3 03/22/2019. Routed to Responsible Offices 01/28/2019. Responsible Offices approved 1/31/2019 and 2/4/2019. Routed to legal counsel on 2/4/2019. Legal counsel submitted memo 03/07/2019. SCC Secretary forwarded memo to Dan Friesner 03/07/2019. At 03/22/2019 CSWF meeting suggested changes by legal counsel were approved. Routed to Responsible Offices 03/22/2019. Responsible Offices approved 3/25/2019 and 04/02/2019. Legal counsel approved 04/23/2019.Staff Senate approved on 6/5/19. Student Government approved on 9/8/19. Faculty Senate approved on 9/9/19.Provost signed on 9/17/19. Sent to President on 9/17/19. On 9/25/19 Assistant to President emailed *“He is in the process of reviewing it and discussing some concerns with pertinent people.”* On 10/2/19 Assistant to President emailed “*Due to schedules, it will probably be next week before I have an update for you unfortunately.”* On 10/9/19 Assistant to President emailed, “*It’s been a very busy couple of weeks for the President so he has not finished up with this policy yet. I promise we will be in touch as soon as he has a response.”* On 10/17/19 Assistant to President emailed*, “This was discussed at the System level and the President has been advised not to approve this policy.”* |
| 3. | **154** | **FREEDOM OF SPEECH, EXPRESSION, AND ASSEMBLY –** Laura Oster-Aaland – V1 08/20/19. Mandated by NDUS and North Dakota law. Presidential exception pursuant to *Policy 714, Section 6: “The President has the authority to adopt interim policies and procedures concerning matters for which legislative authority is delegated by the State Board of Higher Education to campus legislative bodies. Any adoption of an interim policy or procedure must include notice to all Senates prior to or at the time the policy or procedure takes effect. Not later than six months of its effective date, the President shall present the interim policy or procedure to the various Senates for review and their decision, subject to the President's approval or veto, concerning whether the policy or procedure should be continued, revised or discontinued.”* President and legal counsel approved request for interim approval of revisions on 08/23/19.Student Government approved 9/15/19. Staff Senate approved 11/6/19. Faculty Senate discussed on 10/14/19 and will vote on 11/18/19. |
| 4. | **156** | **DISCRIMINATION, HARASSMENT, AND RETALIATION COMPLAINT PROCEDURES –** Heather Higgins-Dochtermann – V1 10/04/18. Approved by Responsible Office 10/8/2016. Routed to legal 11/26/2018. Legal provided memo (not legal review) on 1/11/2019 denying approval. Equity Office emailed legal counsel 2/4/2019 with memo asking for comments. Legal emailed response 2/14/2019. SCC met 02/21/2019. Staff Senate approved 3/6/2019. Student Government approved 3/17/2019. Faculty Senate approved 04/08/2019. Follow up memo sent to legal counsel 04/15/2019. Legal counsel emailed on 04/22/19 again denying approval. |
| 5. | **158** | **ACCEPTABLE USE OF ELECTRONIC COMMUNICATIONS DEVICES –** Enrique Garcia – V1 09/05/19. Responsible Offices approved on 09/05/19 and 09/06/19. Legal counsel approved 09/10/19. Student Government approved 10/20/19. Staff Senate approved 11/6/19. Faculty Senate approved 10/14/19. Sent to Provost 11/14/2019. |
| 6. | **162** | **SEXUAL AND GENDER-BASED HARASSMENT, SEXUAL MISCONDUCT, AND TITLE IX –** Heather Higgins-Dochtermann – V1 10/18/18. Approved by Responsible Office 10/22/2016. Routed to legal 11/26/2018. Legal provided memo (not legal review) on 1/11/2019 denying approval. Equity Office emailed legal counsel 2/4/2019 with memo asking for comments. Legal emailed response 2/14/2019. SCC met 02/21/2019. Student Government approved 2/24/2019. Staff Senate approved 3/6/2019. Faculty Senate approved 04/08/2019. Follow up memo sent to legal counsel 04/15/2019. Legal counsel emailed on 04/22/19 again denying approval. Housekeeping changes made on 05/10/19. Other changes to be held in abeyance.  |
| 7. | **163.2** | **ANTI-BULLYING POLICY** – Daniel Friesner – V3 03/07/2017 – All 3 senates had the opportunity to review the policy and provide feedback to the policy review committee. Dan Friesner said that the Commission on the Status of Women Faculty met on 8/30/17 and will not have the policy ready until early November. Waiting for approval of 151 as thesechanges are incorporated into that policy.  |
| 8. | **336** | **EXAMINATIONS AND GRADING –** Carlos Hawley – V1 04/04/2019. Responsible Office approved 04/08/2019**.** Legal counsel approved 04/23/2019. Staff Senate approved on 6/5/19. Student Government did not approve on 9/8/19. Faculty Senate did not approve on 9/9/19. Policy sent back to Carlos Hawley on 10/15/19.  |
| 9. | **350.1** | **BOARD REGULATIONS ON ACADEMIC FREEDOM AND TENURE; ACADEMIC APPOINTMENTS –** Canan Bilen-Green – V1 08/27/19.Approved by Responsible Office on 08/30/19.Legal counsel approved 09/05/19. Student Government approved 9/15/19. Staff Senate approved 11/6/19. Faculty Senate approved 10/14/19. Sent to Provost 11/14/2019. |
| 10. | **601** | **CODE OF STUDENT CONDUCT –** Laura Oster-Aaland – V1 08/15/19. Presidential exception pursuant to *Policy 714, Section 6: “The President has the authority to adopt interim policies and procedures concerning matters for which legislative authority is delegated by the State Board of Higher Education to campus legislative bodies. Any adoption of an interim policy or procedure must include notice to all Senates prior to or at the time the policy or procedure takes effect. Not later than six months of its effective date, the President shall present the interim policy or procedure to the various Senates for review and their decision, subject to the President's approval or veto, concerning whether the policy or procedure should be continued, revised or discontinued.”* President, Provost, and legal counsel approved request for interim approval of revisions on 08/20/19.Student Government approved 9/15/19. Staff Senate approved 11/6/19. Faculty Senate approved 10/14/19. Sent to Provost 11/14/2019. |
| 11. | **710** | **COMPUTER AND ELECTRONIC COMMUNICATIONS FACILITIES -** Enrique Garcia – V1 09/05/19.Responsible Office approved on 09/18/19. Legal counsel approved 10/2/19. Student Government approved 10/20/19. Staff Senate approved 11/6/19. Faculty Senate approved 10/14/19. VP of Finance & Administration approved 11/14/2019.Sent to President 11/15/2019.  |
| 12. | **713.1** | **LITIGATION HOLD –** Wendy McCrory – V1 06/18/2019. Responsible Office approved 06/25/2019**.** Legal counsel approved 07/29/19.Student Government approved 9/15/19. Staff Senate approved 11/6/19. Faculty Senate approved 10/14/19. VP of Finance & Administration approved 11/14/2019. Sent to President 11/15/2019. |

**Housekeeping Changes Completed – FYI Only**

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| 1. | **151.1** | **EXTERNAL ACTIVITIES AND CONFLICTS OF INTEREST –** Updated to gender neutral language.  |

**Discussed Items**

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| **1.** |  | SCC continued to discuss how long to wait when policy changes are approved by Faculty Senate, Staff Senate, and Student Government but not signed by legal counsel, the Provost, or the President based on SCC members’ past discussions.Dr. Bilen-Green drafted version 1 and presented at the October SCC meeting. Based upon that discussion, version 2 was drafted and discussed at this meeting. Version 2 approved. Dr. Gillam made the motion and Dr. Hawley seconded the motion. All present voting members voted in favor of the changes.  |

**Next Meeting**

**Monday, December 9, 2019**

**1:00 pm**

**Peace Garden Room, MU**