Senate Coordinating Council Minutes

Thursday, October 4, 11:00 AM

Peace Garden, Memorial Union

**There are no meeting minutes from October 4 due to no new policies to be discussed.**

**Introduction of guests.**

**Policies to be Discussed** (new; comments from legal; new version submitted; etc.)

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**Carryover**

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| 1. | **133** | **EDUCATIONAL POLICY** – Karin Hegstad & Colette Erickson – V1 04/05/2017 – Routed to Matt Hammer on 4/11/17. Matt returned policy to Colette Erickson for clarification; Karin Hegstad is reviewing the language. Waiting for V2. 12/12/17 – emailed Karin on status; no response. 01/29/18 – emailed Karin on status; no response. 2/22/18 – Karin emailed that on 7/11/17 she had responded to Colette and Emily Moench and that Colette would contact Matt’s office to determine if the suggested modification was adequate. Colette indicated that she sent V2 to legal. She will forward to Kelly. V2 02/22/2018 - was received 03/22/18. Legal signed policy 05/15/18. Routed to all three senates for information on 9/11/18. SG approved 9/16/18. |
| 2. | **151** | **CODE OF CONDUCT** – Heather Higgins-Dochtermann – V2 12/12/2017 - Received V2 12/12/17. Routed to legal 1/24/18.Memo received from Legal 7/19/18 and forwarded to reviser. SCC recommended that the CSWF try to connect with the provost and legal to discuss this policy. |
| 3. | **154** | **DISTRIBUTION OF LITERATURE** – Mary Asheim – V1 8/01/2018 – signed by legal 9/4/18. Routed to all three senates for information on 9/11/18. SG approved 9/16/18. |
| 4. | **155** | **ALCOHOL AND OTHER DRUGS: UNLAWFUL AND UNAUTHORIZED USE BY STUDENTS AND EMPLOYEES** – Mary Asheim – V1 08/15/2018 – Legal signed 8/23/18. Presidential Exception approved 8/23/18. Routed to FS and SS for information; routed to SG for input on 9/11/18. SG approved on 9/23/18. |
| 5. | **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. |
| 6. | **333** | **CLASS ATTENDANCE POLICY AND PROCEDURE** – Charlene Wolf-Hall – V2 09/01/2017 – Routed to Faculty Senate and Student Senate for input.Student Senate – Failed 10/1/17. Requested recommended changes from Student Senate.Not approved by Student Senate on 10/1/17 and FS on11/13/17.Recommended changes were sent to original requester.Waiting for V3. 02/09/18 - V3 received. Routed to resp. office; approved 03/01/18. Routed to legal; signed 3/21/18 with a small addition to one sentence. Calla will request a marked up copy from Charlene Wolf-Hall; route to FS and SG for input, SS for info. 4/4/18 – Staff Senate approved; 4/9/18 - Faculty Senate did not approve; 4/22/18 – Student Government approved; 4/20/18 – UCC submitted a document addressing the concerns Faculty Senate indicated in their meeting when they did not approve the policy. Policy version should have changed to V4 with the small addition legal made to section 3 of policy on 3/21/18. V4 dated 03/21/18 is the current version of the policy to be routed along with the Guidelines and Responses to Faculty Questions and Concerns. Route to FS for input. FS approved policy at 05/07/18 mtg with some changes. V5 05/08/2018 was forwarded to Legal 05/10/2018 and signed 07/02/18. Was notified 8/20/18 that this was to be a Presidential Exception, sent to President, signed 8/20/18 and posted on web. Previously approved by FS. Routed to SS and SG for information on 9/11/18. SG approved 9/16/18. |
| 7. | **352** | **PROMOTION, TENURE AND EVALUATION** – Alan Denton – V1 04/19/2018 – Approved by Responsible Office 4/20/18. Routed to legal 4/20/18. SCC decided that when this policy was received from legal, it could then be routed /to FS for input, SS and SG for information. Policy signed by legal 07/19/18. Routed to FS for input; routed to SS and SG for info on 8/22/18. FS will be continuing discussion at 10/8/18 mtg. SS approved 9/5/18. Is on SG agenda for 10/7/18 mtg. |
| 8. | **400** | **PURCHASING GENERAL POLICIES** – Stacey Winter – V1 05/15/2018 – Signed by legal and Provost 6/22/18. Presidential Exception approved 7/12/18**. Routed to all three senates for information on 9/11/18. SG approved 9/23/18.** |
| 9. | **601** | **RIGHTS AND RESPONSIBILITIES OF COMMUNITY: A CODE OF STUDENT CONDUCT** – Mary Asheim – V2 8/22/2018 – signed by legal 8/23/18. Presidential exception, signed 8/23/18. Routed to FS and SS for information; routed to SG for input on 9/11/18. SG approved 9/23/18. |
| 10. | **603** | **SEXUAL MISCONDUCT AND TITLE IX COMPLIANCE** – Canan Bilen-Green – V1 02/20/18 – Delete this policy due to policy content being included in Policy 162 and process content being included in Policy 156. Routed to resp. office; approved 3/8/2018. Routed to legal; signed 3/21/18. Route to FS, SS, and SG for information. Routed 4/5/18. FS – mtg 5/7/18; SS – approved 4/4/18; SG – approved 4/15/18. Policy was not on FS agenda 5/7/18 meeting. Will be on 9/10/18 meeting agenda. FS approved 9/10/18. Policy routed to Provost. |
| 11. | **611** | **STUDENT TRAVEL POLICY** – Charlene Wolf-Hall – V1 12/01/2016 – Submitted with Policy 333 because the two are connected. Routed to all 3 senates for input. Faculty Senate returned Policy 333 to the committee. Keep in carryover until we receive Policy 333 V3.Policy was approved by FS: 2/27/17; SS: 2/8/17; SG: 3/26/17.333 approved by Presidential Exception on 8/20/18, forwarding this policy to MH for review 9/5/18. |
| 12. | **703** | **NDSU CARD TERMS AND CONDITIONS** – Wendy McCrory – V1 02/02/18 – Routed to resp. office; approved 2/22/18. Routed to legal; signed 3/21/18. Route to FS, SS, and SG for information. Wendy contacted me 4/4/18 and indicated the wrong version of this policy was submitted and it should be pulled from FS and SG agendas. She will resubmit a corrected version and it will start at the beginning of the process. V2 07/25/2018 received. Resp. office approved 8/28/18. Legal signed 9/4/18. Routed to all three senates for information on 9/11/18. SG approved 9/16/18. |
| 13. | **714** | **SENATE COORDINATING COUNCIL** – Canan Bilen-Green – V1 10/25/2017 – Routed to all three senates for information 11/9/17. FS approved 12/11/17. Policy reviser is retracting this version and will be making additional revisions to the policy regarding membership and quorum information. Will submit V2. 02/21/18 – V2 received. 2/22/18 - Approved by Responsible Office. Will route to legal. If MH approves, will route to senates for information. 3/9/18 – routed to legal; 3/21/18 - Returned with memo indicating that SCC should not have quorum requirements. If SCC decides to proceed with quorum requirements, change them to reflect a less restrictive requirement e.g. a majority of voting members. Canan will email a new draft to SCC members and if everyone approves then we will forward to legal. V3 4/11/18 was approved by SCC members and routed to legal on 4/20/18. Legal signed policy 07/19/18. Policy forwarded to Provost. The last comment was in error, it should go to senates before Provost. Routed to all three senates for information on 9/11/18. |

**Housekeeping Changes Completed – FYI Only**

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| 1. | **130** | **ANNUAL LEAVE** – Section 2.2 updated how employee is to report their leave of absence to their supervisor. |
| 2. | **515** | **TRAVEL – EMPLOYEES** – In-state meal allowance and lodging reimbursement amounts changed. |

**Discussion Items**

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**Next Meeting**

**Thursday, November 1, 2018**

**11:00 am**

**Peace Garden Room, MU**