

Meeting Minutes

September 12, 2022

- I. Call to Order: 3.00pm.
- II. Attendance: See Appendix 1.
- III. Adoption of the Agenda.
 1. Motion to approve: Smith/Wood
 - i. Approved unanimously.
- IV. Approval of Meeting Minutes from May 9, 2022.
 1. Approved by unanimous consent.
- V. Announcements.
 1. David Cook, President
 - i. Starting to meet everyone, have not met everyone yet, and would like the opportunity to meet.
 - ii. Gave a sense of priorities and to get feedback. After touring the state, is building on the Strategic Plan. Has talked to all Colleges and many departments.
 - a. Retention. We have to think about enrollment and retention as a priority. We have a real situation in front of us in terms of enrollment and financial outlook. The funding formula is based on the student credit-hour production, which was welcomed by our institution while enrollment was growing, as we were getting revenue. Then, enrollments dropped and we have a budget shortfall the next budget biennium, plus we will be down in enrollments for the next two-three years. We also get a cash cut if the enrollments are down. This is why we have to do something about it and we have many opportunities, and charged Registrar Hunt to lead the retention efforts for students. Retention is important and we want our students to be successful and keep the students that are here.
 - b. R1 status. Helps with supporting the faculty, has moved the VP for RCA under his direction.
 - c. Wellness. Met with people and groups, and wellness has come up many times. His predecessor had the President's

Council for Campus Wellbeing, and he likes that idea. He wants the council to “carry more water” as the students’ mental health issues are not going away. He met with advisors today and received feedback on taking actions that do not cost a lot of money. Thought about parental leave and how that can be supported. Intends to advocate for wage increases that are not baked into tuition revenue.

- d. Diversity, Inclusion and Respect. Has asked Registrar Hunt to co-chair the council with VP Bilen-Green. Goal is to go out to communities to have conversations and agree to disagree on diversity and inclusion.
 - e. Land-grant status. The state loves the institution and we have lots of resources that allow us to do better. Share ideas, suggestions, and feedback on the President’s website (https://www.ndsu.edu/president/share_your_ideas/).
- iii. Request from Sen. Selekwa: Engineering is in trouble, as it does not have enough space for students. Part of engineering is student activities, designing projects. They do not have enough space to store materials for lab activities. Students are doing well in competitions and asks the President to create more building space for engineering students to conduct their activities. Pres. Cook, happy to speak to that issue. A process at the state level allows us to raise funds for capital projects. We have real challenges, as engineering enrollments are dropping, so we have to figure out how to present that in Bismarck. We need to match about \$20-25 million for the engineering building, and we have to reach out to donors, rather than ask for money in Bismarck. It is a hard sell in Bismarck, but confident we can work out a plan.
 - iv. Question from Sen. McGrath: Do you have any insights on the Incentive-based Budget Model to grow enrollment. Put the responsibility on Deans and Provost, when generating revenue around courses, but the idea of incentivization is to use that money to support students who need it most. The idea is to put the academic leaders at the helm in leading that model; plan will be completed about 90% in the next 30-60 days.
- 2. Margaret Fitzgerald, Provost
 - i. Will be doing listening sessions with Faculty Senators: October 24, 3:00-4:00pm in MU Meadowlark; October 27, 3:00-4:00pm in MU Nueta. This is an opportunity to discuss matters of concern, post-

Senate meetings, elaborate on things on the agenda, etc. It's like office hours with the Provost.

3. Anastassiya Andrianova, Faculty Senate President
 - i. Welcomed all Senators. She is fourth English faculty, second international woman, and first Ukrainian to serve as FS President. Welcomed new Senators by name.
 - ii. Decorum and titles. This is a formal meeting: address Senate members by title and last name. Review these rules and procedures in the new Faculty Senate Handbook on the FS website (https://www.ndsu.edu/facultysenate/about_faculty_senate/faculty_senator_handbook/).
 - iii. Inauguration. Save the date: Friday, September 30, 10:00am in Festival Concert Hall. Hopes to see all Senators to welcome Pres. Cook to our community. Program is 45 minutes, followed by a 30-minute reception; business attire.
 - iv. Faculty Senator Handbook is now available on the Faculty Senate website. It is a living document, revised periodically.
 - v. Next meeting, in October, is set aside for planning our priorities for the year. Please gather feedback from your constituents, reach out to executive committee members.
 - vi. Senate Secretary. Have not filled this position yet. Reach out to constituents to apply for this university-level service position. Any faculty is eligible but cannot be current Senator.
4. Florin Salajan, Faculty Senate Past-President
 - i. Welcomed back new and returning Senators.
5. Warren Christensen, Faculty Senate President-Elect
 - i. No announcements.
6. Fred Hudson, Staff Senate President
 - i. Introduced himself. Works in communications in RCA. Having spent the past couple of years in unusual circumstances, he appreciates the shared governance model and hopes to see that continuing.
 - ii. Remote work. Initiated a survey on remote work in the Staff Senate that has helped HR develop good practices/guidelines for remote work. Created an ad hoc committee and requested input from staff and faculty administrators, via survey. Received about 700 responses. Respondents wanted some flexibility, maybe about one day per week or a few days per month. Presented the information to Pres. Cook, who was surprised we did not have a

policy on this, and asked the Staff Senate to talk to faculty, students, HR, etc. HR Director Genkinger was charged for coming up with practices, talked with Student Government and Faculty Senate Execs for ideas on how to move forward. Approached it with a common-sense attitude, practical view. If flexibility is possible, extend that to staff, with reasonable checks and balances, based in part on trust that staff are doing their work. Keeping in mind are notions of inclusivity and common-sense. Also recognized that certain jobs cannot be done remotely and will not force those individuals to do those jobs remotely. Happy to share the quantitative and qualitative results. 82% of respondents indicated working remotely is important for continued work at the university. Retention of staff is key. At this point, getting closer to implementing this practice, still allowing for some time for people to provide input. The goal for rollout is October 1, open to comments and suggestions.

- iii. Question from Sen. McGrath: to relay this information to unit faculty, how will this be sent? Pres. Hudson clarified it would come from the HR Director.

7. Christian Walth, Student Body President

- i. Exciting to see so many people in the room. Shared an overview of the Student Government: Student Senate, Student Court, Executive Branch: 12 executive representatives.
- ii. For the first time, Student Government has filled almost all positions, needs two representatives from HP – asked faculty in HP for assistance with identifying two more students.
- iii. Will be doing wheelchair softball to raise awareness about disabled students. Higher Education day, hosted by SG, inviting legislators to speak with students, tentatively scheduled for after Election Day. Events for diversity and equity on campus.
- iv. If FS needs help from students, feel free to let SG know.
- v. Request from Sen. Selekwa: we have to sensitize key political leaders in Bismarck to lend more support for building spaces for engineering students. Response from Pres. Walth: will reach out to legislators and would love to work with Engineering Student Senators and happy to work with FS on this.

8. Phil Hunt, Registrar

- i. Welcomed everyone back. Annual FERPA training is live, the deadline is October 17, information on how to access is in the

emails he sent out. If not finding it, feel free to request it again. It is not a policing task, feel free to email him or his staff to assist you with that.

- ii. Question from Sen Arnold: Curious about new scheduling system, has difficulty working with it, and the delays she experienced. Registrar Hunt clarified that the Registrar's Office is still working with departments to figure out scheduling problems. Classroom scheduling link is available on the resources page on the Registrar's page for faculty's review.
 - iii. Question from Sen. Smith: about your appointment to the Retention Council; how can faculty be involved? Responded he wants to have inclusive representation on the Council on Retention, will reach out to departments for nominations. If Senators have suggestions for nominations, reach out and identify who could serve on the committee. The purpose of the Council is to take feedback and operationalize ideas, develop best practices to improve retention on campus. Sen. Smith specifically suggested that the Registrar reach out to DBER (Discipline-Based Education Research) Faculty given their expertise in teaching practices that improve retention.
9. Kim Anvinson, Director, NDSU Bookstore
- i. Wants to get feedback on the delay issues around the adoption of the new acquisition platform. 3,000 sections had to be redone by bookstore staff which led to delays. Invited questions on what they could do to better serve students on bookstore/textbooks delays.
 - ii. Question from Sen. Gao: Confusion about the time between placing textbook orders and delivery of book orders. Responded the website was not ready, but that issue has been addressed.
 - iii. Comment from Sen. Selekwia: Some adopted books have been used over many years, it should not be required that the faculty re-adopt the book. By default, if you do not hear from the faculty, bookstore should assume the same book is adopted. Responded that this makes the bookstore nervous and needs confirmation because instructors teaching course sections could change, and so could the books they use. Bookstore staff needs responses, communication and confirmation from the faculty on course materials, subscriptions and textbooks.

- VI. Committee and Other Reports.
- VII. Consent Agenda.

1. UCC Report
 - i. No report. Item was skipped.
- VIII. Unfinished Business.
 1. None.
- IX. General Order.
 1. Policy 352
 - i. Motion to approve: Smith/McGrath
 - a. Discussion
 - a. Sen. Smith: concerns regarding research language in 2.2.2.1.3. Individuals who work outside of “local” communities (regional or global) may not be reflected in this language. Committee on 352 open to adopting language to reflect that.
 - i. Motion to amend: Smith/Berg
 1. Discussion
 - a. Add “local/regional/global.” Friendly amendment to remove “local” from the language (“local community”). Question whether to change singular “community” to plural “communities.”
 - i. Motion passed: 36 AYE; 2 NAY; 0 ABSTAIN - (See Appendix 2. Q1).
 - i. Motion to postpone: Roberts/Selekwa
 1. Discussion
 - a. Sen. Danielson asked how does it work if we do not discuss it? Pres. Andrianova suggested sending comments/feedback to committee on Policy 352 (address to Dan Friesner).
 - i. Motion passed: 37 AYE; 1 NAY; 0 ABSTAIN - (See Appendix 2. Q2).
- X. New Business.
 1. None.
- XI. Adjournment at 4:29pm: Fellows/Akhmedov
 - i. Passed unanimously.

Appendix 1: Attendance

Last Name	First Name	Substitution	Present
AKHMEDOV	Azer		X
AMIRI	Ali		X
ANDRIANOVA	Anastassiya		X
ARNOLD	Lisa		X
BERG	Eric		X
BRYNJULSON	Rebecca		X
BUMGARNER	Jeff		X
CHOI	Bong-jin		X
CHOI	Juwon		X
CHRISTENSEN	Warren		X
CREESE	John		X
EMANUELSON	Pam	WEBER, C.	X
FELLOWS	Kristen		X
GAO	Jerry		X
HAUG	Karla		X
HERSHBERGER	John		X
HONG	David		X
HUSETH-ZOSEL	Andrea		X
HUSEYNOV	Fariz		X
JEONG	Inbae		X
KILINA	Svetlana		X
KIRKWOOD	Matthew		X
KRYJEVSKAIA	Mila		X
LARSON	Jamee		X
LAW	Quincy		X
LIN	Zhibin		X
MARCH	Raymond		
MATTHEW	Sijo		X
MCGRATH	Ryan		X
NORDSTROM	Onnolee		X
PELTIER	Allison		X
PHILBRICK	Candace		X
RAHMAN	Mukhlesur		X
RAO	Jiajia		
ROBERTS	David		X
ROSS	Darrell		X
SALAJAN	Florin		X
SECOR	Gary		X
SELEKWA	Majura		X

SMITH	Matthew	X
TANGEN	Jodi	X
TRAVERS	Steve	X
VOLD	Jessica	X
WOOD	Scott	X
YAN	Guiping	X
ZHANG	Qi	X

Appendix 2: Voting Record

Session Name	Active Participants	Question Count
09-12-2022 4:21 PM	34	2

Participant	Q1	Q2
AKHMEDOV, Azer	AYE	AYE
BERG, Eric	AYE	AYE
BRYNJULSON, Rebecca	AYE	AYE
BUMGARNER, Jeffrey	AYE	NAY
CHOI, Bong-Jin	AYE	AYE
CHOI, Juwon	AYE	AYE
CHRISTENSEN, Warren	AYE	AYE
CREESE, John	AYE	AYE
FELLOWS, Kristen	AYE	AYE
GAO, Jerry	-	AYE
HAUG, Karla	AYE	AYE
HONG, Yongtao	AYE	AYE
HUSETH-ZOSEL, Andrea	AYE	AYE
HUSEYNOV, Fariz	AYE	AYE
JEONG, Inbae	AYE	AYE
KIRKWOOD, Matthew	AYE	AYE
KRYJEVSKAIA, Mila	AYE	AYE
LARSON, Jamee	AYE	AYE
LAW, Quincy	AYE	AYE
LIN, Zhibin	AYE	AYE
MATHEW, Sijo	AYE	AYE
NORDSTROM, Onnolee	AYE	AYE
PHILBRICK, Candace	AYE	AYE
RAHMAN, Md Mukhlesur	AYE	AYE
ROBERTS, David	AYE	AYE
SALAJAN, Florin	NAY	AYE
SECOR, Gary	AYE	AYE
SELEKWA, Majura	NAY	AYE
SMITH, Matthew	AYE	AYE
TANGEN, Jodi	AYE	AYE
TRAVERS, Steven	AYE	AYE
VOLD, Jessica	AYE	AYE
WEBER, Christina	AYE	AYE

ZHANG, Qi

AYE

AYE

Some Senators were unable to access online voting. Their votes are recorded below:

Q1: AYE: Arnold, Gao, Hershberger, McGrath, Yan; NAY: 0; ABSTAIN: 0.

Q2: AYE: Arnold, Hershberger, McGrath, Yan; NAY: 0; ABSTAIN: 0.