

**Williston State College
Senate Council
August 20th 10:00am
Stevens Hall 114**

Chair/President:

Katie Renville

Members:

Jessalyn Obenchain

Amanda Davis

Yulia Koveleva

Keri Fedler

Kari Lesmeister

Wyatt Olson

Richard Stenberg

Susan Zimmerman

Staff Rep-Ashley Kaneko ABSENT

Student Rep- Neil Person ABSENT

1) MEETING CALLED TO ORDER

- a) Katie Renville, 10:01 AM

2) APPROVAL OF PREVIOUS MINUTES (APRIL, 2026)

- a) 1st motion Richard Stenberg
- b) 2nd Susan Zimmerman
- c) Approved

3) PREVIOUS BUSINESS

- a) Faculty Handbook – Update
 - i) Will be posted on website after approval from Faculty council
 - ii) Will be monitored by HR
 - iii) No org chart yet, can be linked as soon as HR produces a new one

4) NEW BUSINESS

- a. Key Policy
 - a. Minor edit recommendations
 - b. Current concerns with locations of keys for making policy and doors needing individual keys

- c. New Facilities requests more clarification of who has keys and easier use of keys
- b. IRB Procedure
 - a. Edits
 - b. Concerns with lack of dates with updates lists and current experiments
 - c. Update terms to current positions and terms
 - d. Took out non-WSC member requirement
 - e. Change VPAA appointment duties to include assistance from deans
 - f. Change annual appointments to committee to “as needed”
 - g. Needs review of federal guidelines to ensure everything is up to date
 - h. Will be brought to next meeting for approval
- c. Copyright Policy 620
 - a. Need overhaul of policy due to excessive information and potential outdated information
 - b. Document will be brought to next meeting for review
- d. Post-Tenure Rubric
 - a. Minor formatting suggestions
 - b. If person needs accommodations for the portfolio, they need to talk to HR individually
 - c. No additional suggestions and will be brought to Faculty Council
- e. Schedule Fall Monthly Meetings
 - a. September, Friday 18th 1:00-2:00
 - b. October, Friday 9th 1:00-2:00
 - c. November, Friday 13th 1:00-2:00
 - d. December, Wednesday 2nd 8:00-9:00

5) OTHER BUSINESS

- a) None

6) ADJOURNMENT

- a) 11:09 AM

7) NEXT MEETING – TBD

- a) September, Friday 18th 1:00-2:00