

Williston State College Faculty Senate Minutes Unapproved

November 13th, 2024

3:00pm, Stevens Hall 114

Chair:

Katie Renville

Members:

Richard Stenberg

Matt Peterson

Brandon Lee

Keri Fedler --Kari Lesmeister attended for Keri Fedler

Gail Raasakka

Hunter Erickson

Jessalyn Bachler

Susan Zimmerman

Staff Rep-Carol Campbell

Student Rep-

- 1) **Call Meeting to Order :** *Meeting was called to order at 3:05 p.m. by Katie Renville.*
- 2) **Minutes from October:** *Motion made by Matt Peterson and seconded by Susan Zimmerman to approve minutes from the October meeting. Motion passed unanimously*
- 3) **Old Business**
 - a. **Policy 411.02** -*Nothing new to report on this.*
 - b. **Supervisor Eval**-*Discussed at executive cabinet meeting recently and plans to proceed with this moving forward.*
 - c. **Faculty Handbook**- *Each department needs to appoint a representative to assist with the handbook revision. It will be called an employee handbook versus faculty handbook. Faculty and staff will work together on the handbook. Plans to start this project after the first of the year. Senators to bring forth names of their department's rep at next senate meeting.*
- 4) **New Business:**
 - a. **Staff Senate Rep:** *Faculty senate representative for staff faculty meetings will be Susan Zimmerman with Matt Peterson as the back up if Susan unable to attend. Staff Senate meets the 2nd Tuesday of the month at 1 p.m.*
 - b. **Faculty Senate Bylaws**-*Were approved by Executive Cabinet.*
 - c. **Thanksgiving Dinner:** *Plan for the Thanksgiving Dinner is going to be different than how it was done in the past. Plan is for resident life to purchase the food and have the "dinner" on the Wednesday before Thanksgiving with students, staff and faculty sharing the meal.*

- d. **Update from Meeting with President:** *Katie was given the update on tenure from the SBHE by Dr. Hirning. Katie reported the SBHE is split and plan to ask the Presidents of the colleges and universities for their input. Dr. Hirning did share that most of the SBHE members do agree with the academic affairs proposal.*
-On December 20 2024 after the e portfolio work, there are plans for a meal for faculty and staff with years of service awards being given. Harrison in HR has been asking faculty for start dates.
-Advertising for a Train ND executive director and also an operations manager. Those two positions have been posted and depending on candidates, they may also assigned as the CTE director dependent on qualifications.

e. Approve Policies

- i. **701.42 Faculty Workload and Compensation:** *Discussion on this policy and course caps, waitlists etc.. Motion made by Hunter Erickson and seconded by Richard Stenberg to accept the changes in the 701.42 policy. The other policies are tabled until the next Senate meeting.*
- ii. 702.41 Administration of Salary Increase Funds
- iii. 607.42 Faculty Parental Leave Benefits Policy
- iv. 607.46 Sick and Dependent Leave; Family Leave (Academic Staff)
- v. 608.26 Employees – Non-renewal and Dismissals
- vi. 609.02 Communications Proficiency
- vii. 610.02 Oath for Teachers
- viii. 611.22 Employee Responsibility and Activities; Intellectual Property
- ix. 611.56 Employee Responsibility and Activities: Outside Employment and Consulting Practices; Use of Institutional Property

5) **Next Meeting:** *December 11, 2024 3:00pm*

6) **Adjournment:** *Motion made to adjourn by Kari Lesmeister and seconded by Brandon Lee. Meeting adjourned at 4:00 p.m.*