

**Williston State College
Faculty Senate Minutes
March 3, 2023
4:00 pm, Stevens Hall 116**

Attendance:

Matt Peterson	Lynne Raymond	Derek VanderMolen (President)
Amanda Davis	Gail Raasakka (Teams)	
Tim DeLorme	Hunter Erickson-(Teams)	

Richard Stenberg-Guest
Carol Campbell- Staff Senate representative (Teams)
Chris Kadrmas- Student Senate representative (Teams)

1. Meeting called to order- 4:05PM by Derek VanderMolen (hereafter Derek V.)
2. Minutes: February 2nd minutes- edit of one sentence noted
 February 10th minutes-no edits noted
 Both sets of minutes Stand Approved with edits
3. PREVIOUS BUSINESS
 - a. University Mace Policy & Procedure-This will be Policy 1915 regarding the Mace at graduation
 - i. Discussion and editing of this policy ensued
 - ii. Authors of this policy-Amanda D. and Richard S. will continue to work on the wording of the policy.
 - iii. Email vote will be used to approve by Faculty Senate in order to move the policy forward to Faculty Council.
 - b. HB 1446- Tenure-Pilot Programs
 - i. WSC Faculty Senate sent statement aligned with CCF opposition letter when this bill was being discussed in committee session
 - ii. This bill passed in the House and is now in the Senate-no progress to date
 - iii. CCF is currently working on a statement to present to the State Senate
 - iv. State Board of Higher Ed came out in opposition of this bill
 - v. Updates have been made to the bill and there are still concerns regarding its legality and with the constitution
 - vi. Derek v. related information about the Academic Freedom Alliance's interest in helping CCF with testimony. They are preparing a statement as well.
 - vii. Derek V. asked if Senate would like to do something- Matt P. related we should make a statement as before with the CCF statement. Derek will keep Senate posted on when the CCF statement is completed

- c. Sunshine Committee-
 - i. Last Senate meeting, we discussed changes and there is no policy or bylaws -only a one page document regarding Sunshine Committee
 - ii. Senate will not make a move to change it unless Staff Senate wants changes too.
 - iii. Sunshine Committee will need to make any decisions regarding changes
 - iv. As of August 2022- there are 2 bags of money (one Staff, one Faculty) to be used for Sunshine Committee
 - v. Faculty Sunshine Committee representative will continue to give cards, etc when needed and also give when a pet dies. Cards are signed from WSC Sunshine Committee
 - vi. Need to relay information to Faculty Council that there are 2 separate bags of funds – so donations for faculty are given to our representative-Amanda D.

 - d. Senate Representatives-
 - i. Derek V. asked if any changes have been made since 2 senators' terms will expire in May. Tim said they discussed it in their meeting. Hunter spoke up via Teams stating he would be willing to stay on for another term. This will be brought back to his department to make it official.
 - ii. Derek V. noted he forgot to bring up at his department meeting.

 - e. Other- No other previous business noted
4. NEW BUSINESS-
- a. Policy 604 and 604.4-Faculty Evaluation. The current policy focuses on grievances not faculty evaluation. Derek V. has re-written the policy to address faculty evaluations. There is information in the Procedures. These changes need to be voted on so the Policy wording reflects the topic.
 - i. Amanda D. made motion to approve the amended version of 604.4 policy. Matt P. seconded the motion. No Discussion. Motion carried.
 - ii. Policy will now go forward to Faculty Council

 - b. Procedure 604 and 604.4
 - i. Derek V. amended the procedures and clarified procedures, adding Online Evaluations.
 - ii. The .4 was dropped from 604.4
 - iii. Giving the actual date the policy was approved and ensuring History of the policy is correct
 - iv. Matt P. made motion to approve the amended procedures to 604, Amanda D. seconded the motion. Discussion: Matt P. asked to leave changes for Faculty Council to see-formatting issues. Motion carried.

 - c. CCF- Constitution Ratification-
 - i. CCF has approved current Constitution/Bylaws with

- ii. Derek V. asked if we wanted to ratify these changes. Derek made the motion for WSC Faculty Senate to ratify to current CCF Constitution/Bylaws. Gail R. seconded the motion. Discussion: None. Motion Carried.
- d. Officers for 2023-2024 (President, Vice President, Recorder)- Derek V. related Senate needs to keep this in mind to be addressed at April meeting.
 - i. Matt P. asked if Derek V. would consider being a non-voting and continue on as Faculty Senate President, he replied unsure at this time.
 - ii. Senators need to check with their departments-President does not have to be a senator, Vice President and Recorder do have to be active senators.
- e. Rank and Tenure Committee- This committee reports to the Faculty Senate-it is a branch of the Senate.
 - i. Minutes from this committee need to be put in an accessible place for Senate-a system is being worked on to organize the minutes.
 - ii. Amanda D. suggested setting up a Teams Folder under the Faculty Senate files for organizing and keeping meetings for this committee.
- f. Overload Policy- Dr. Hirning asked that the Senate reconsider creating a policy.
 - i. Dr. Hirning was asked if he would respect the Senate's decision. Dr. Hirning thinks there needs to be a policy. (This topic was addressed in the small group who met with Dr. Hirning)
 - ii. Dr. Hirning and the interim VPAA's have now implemented their own guide limit overload since there is no policy. A senator related they were told overload of 6 credits would be the limit and there has to be justification for more overload credits be taught.
 - iii. Nursing overload has workload units that are different and outside of this 6 credit overload limit being implemented.
 - iv. Suggestion was made to table this topic with plans to address it in next Faculty Council meeting.
 - v. Amanda D. made the motion to table the procedure of Overload Policy, Gail R. Seconded the motion. Discussion- Question was raised will the current interim VPAA's also cut their overload credits. No vote is needed due to this is a procedural issue.
- g. Other-VPAA job description issues. Faculty Senate sent a letter to Dr. Hirning and Sandi L. (acting HR) with our concerns over the inaccurate information regarding duties and committees and wording of qualifications. Dr. Hiring replied and related address issues with HR. No reply from Sandi L. to date. Job posting is not on Higher Ed site yet.
 - i. Derek V. will create another letter to send to Sandi L. on Monday March 6th with concerns over the inaccurate information and concerns over this job description. Check email over weekend for update and review of letter.

- h. Kim W. requested that Faculty Senate review UNIV information and data since interim VPAA wants the course removed. Matt P. will draft a letter from Faculty Senate in support of keeping UNIV. courses. Check email regarding review of his letter. Information on UNIV data will be put on Teams.

- 5. OTHER-
 - a. Staff Senate- Information will be reviewed next Faculty Senate meeting
 - b. Student Senate- Information will be reviewed next Faculty Senate meeting

- 6. ADJOURMENT- Derek V. adjourned meeting at 5:47pm