

Williston State College
Faculty Senate
August 19, 2019
11:30 AM, Stevens Hall 116

1. Call Meeting to Order at 11:03am by Kim Weismann
2. Members present: Amanda Davis, Faye Krogen, Lynne Raymond, Richard Stenberg, Kari Lesmeister, Bob Benson, Jessalyn Bachler, Ken Quamme, Kim Weismann (President)
3. Approval of minutes from April 11, 2019—Amanda Davis moved to approve. Jessalyn Bachler seconded. Motion carried.
4. Approval for electronic April 17, 2019 minutes.—Lynne Raymond moved to approve. Faye Krogen seconded. Motion carried.
5. **PREVIOUS BUSINESS**
 - a. Curriculum Policy and Procedure—no update
 - b. P3—updated this morning by Dr. Miller.
6. **NEW BUSINESS**
 - a. Parking lots—Kim will take this to Executive Cabinet.
 - b. Military refund policy—Faye Krogen moved to approve. Amanda Davis seconded. Motion carried.
 - c. Test Proctoring policy—
 - d. Proctor form— Amanda Davis moved to approve. Ken Quamme seconded. Motion approved.
 - e. Test proctoring procedure—Amanda Davis moved to approve. Jessalyn Bachler seconded. Motion carried.
 - f. Honorary degree policy and procedure—Amanda Davis moved to approve. Lynne Raymond seconded. Motion carried.
 - g. General instruction procedures update—Ken Quamme moved to approve. Bob Benson seconded. Motion carried.
 - h. Online course design and instruction policy—Amanda Davis moved to approve. Ken Quamme seconded. Motion carried.
 - i. Online course design and instruction procedure—Amanda Davis moved to approve. Ken Quamme seconded. Motion carried.
 - j. Speech assembly and expression policy (free speech)—Bob Benson moved to approve. Ken Quamme seconded. Motion carried.
 - k. Publication banner chalking policy—Lynne Raymond moved to approve. Richard Stenberg seconded. Motion carried.
 - l. Kim Weismann PD request—Amanda Davis moved to approve. Faye Krogen seconded. Motion carried.
 - m. Grad audit communication with advisors—It was requested that when students are emailed and they are missing classes or other requirements for graduation, advisors be copied on the email. Kim will take this forward to the Student Affairs area.
 - n. Academic Dishonesty Procedure—Lynne Raymond moved to approve. Richard Stenberg seconded. Motion carried.
 - o. Accessibility Support Policy—Lynne Raymond moved to approve. Jessalyn Bachler seconded. Motion carried.
 - p. Accessibility Support Procedure—Lynne Raymond moved to approve. Jessalyn Bachler seconded. Motion carried.

- q. Other—Kim starts representing faculty on Executive Cabinet. She will request a budget from Michelle for Professional Development.

7. **ADJOURNMENT—12:23pm**

8. NEXT MEETING: September 4, 2019 at 4:00