

**Williston State College  
Faculty Senate Agenda  
October 21, 2022  
8:00 am, Stevens Hall 116**

**Attendance:**

Kari Lesmeister	Gail Raasakka	Hunter Erickson
Matt Peterson	Lynne Raymond	Ken Quamme (for Tim DeLorme)
Amanda Davis	Wendy McGinley	Derek VanderMolen
Jenae Hunter- Staff Senate rep		

1. Meeting called to order- 8:02 am by Wendy M.
2. Minutes from September 16, 2022- Stand as presented
3. OLD BUSINESS
  - a. Conflict of Interest Policy 308.4 update
    - i. Policy is now uploaded and is a fillable form
    - ii. This form is completed when an individual is hired
4. NEW BUSINESS
  - a. Dr. Hirning monthly meeting update- Wendy met with Dr. Hirning and discussed several items including overload credits for faculty. Dr. Hirning related no policy to date and one would be needed to do anything
  - b. Criminal History Record Checks- Job Applicants/Employees Policy Update:
    - i. Personnel- Section 602.3
    - ii. Policy update-
      1. Wording was updated
      2. Changes: Benefitted, non-benefitted and volunteers
      3. Motion was made by Amanda D. to send the policy to Faculty Council, Gail R. seconded the motion. Motion carried.
  - c. Wendy opened discussion on an Overload Policy for faculty-should there be one? This topic was raised several years ago in CCF, currently CCF is not addressing this issue. Discussion brought questions and comments:
    - i. Should WSC limit number of credits faculty can teach a semester
    - ii. Goal to cap overload credits-if a faculty member goes over the cap- VP of Instruction could allow overload credits
    - iii. Policy should be flexible
    - iv. CTE (some have specialty contracts with overload) and Nursing contracts have different overload guidelines
    - v. Wendy presented overload policies currently at other 2 and 4 year institutions
    - vi. Wendy discussed this issue with Dr. Hirning
    - vii. Wendy contacted Lisa Johnson and Lisa will bring the topic to Academic Affairs on November 2nd.

viii. Discussion on this topic was tabled until feedback from Lisa Johnson is presented

5. OTHER

- a. Staff Senate Update- Wendy met with Jenae on October 20
- b. State Staff Senate meeting- Information was brought forth regarding tuition waivers
  - i. Jenae explained the Employee tuition/fee waiver at any NDUS institution and give dependents 50% off tuition/fees at any NDUS institution. Parameters would be set for those eligible.
  - ii. Faculty senate related they are in favor of these waivers
- c. Policies reviewed by Staff Senate will have acknowledgment on the bottom of policy with Viewed/Presented with the date viewed on the policy. Matt P. made motion for this to added to policy forms, Ken Q. seconded the motion. Motion carried.

6. ADJOURNMENT- Wendy M. adjourned meeting at 8:50 am

7. NEXT MEETING- Friday November 18<sup>th</sup>, 8:00 am