

**Williston State College  
Faculty Senate Minutes  
April 28, 2023  
3:30 pm, Stevens Hall 116**

**Attendance:**

Matt Peterson	Lynne Raymond	Derek VanderMolen (President)
Amanda Davis	Gail Raasakka (via Phone)	Kari Lesmeister
Tim DeLorme	Hunter Erickson	

Matt Singer-Guest

Carol Campbell- Staff Senate representative

1. Meeting called to order- 3:34PM by Derek VanderMolen (hereafter Derek V.)
2. Minutes: March 31<sup>st</sup> minutes stand approved as presented.
3. PREVIOUS BUSINESS-
  - a. Reviewed that Faculty Senate had approved 604.4 and 612. Need Faculty Council to approve these in Fall since no time to address in last Faculty Council meeting.
  - b. Proposed change to Policy/Procedure 1915- Graduation Mace.
    - i. Suggested edit was to switch a. and b. on the policy to give priority to retiring faculty. Matt P. made motion to approve as amended, Amanda D. seconded the motion. No discussion. Motion carried.
    - ii. Amanda D. made motion to have this amended Policy/Procedure 1915 be presented to Faculty Council for a vote via email in order to have it official before graduation. Faculty Council will be asked to review and vote by Friday May 5<sup>th</sup>. Hunter E. seconded the motion. No discussion. Motion carried.
  - c. Overload Policy-
    - i. Faculty Council voted in favor to create a policy and procedure. This will need to be addressed by Senate next academic year.
  - d. UNIV Course Position Statement-
    - i. A Statement of Support was created by Matt P. regarding support for keeping the UNIV courses. Discussion ensued as to what to do with this statement. Suggestions to share statement with the new VPAA, should the courses be kept as a graduation requirement, and course time offerings need to be addressed. At this time Senate will hold on to the document.

- e. Faculty President for 2023-2024-
    - i. Various individuals have been approached and declined. No nominations to date. Derek V. discussed issue with interim VPAA's. Discussion ensued regarding process- Senate elects all officers, Vice President and Recorder must be a Senate member. Council can nominate candidates for President position and Faculty Senate votes on the candidates presented.
  - f. Professional Development Policy/Procedure-
    - i. Update on this was reviewed citing efforts to gather past information from committee formed 9 years ago and from a 2002 document. This policy/procedure will address how to get funding for faculty professional development. Comment was noted to check with Maren F. for additional information for this policy/procedure.
  - g. Statement on LMS-
    - i. NDUS system office needs feedback from WSC faculty whether to automatically renew Blackboard or look for another LMS platform to implement in the future. Derek V. asked Senators to go back to departments and get feedback as soon as possible. Math & Science department is evenly split on keeping Blackboard and finding a new LMS. Derek V. needs feedback from all departments by Friday May 5<sup>th</sup>.
  - h. Other-
    - i. Amanda D. ask to resign from Vice President position for next academic year. She will continue to serve as Senator from Math & Science department.
      - 1. Derek V. reminded Senate that when an officer vacancy occurs, this position needs to be filled during the next Faculty Senate meeting per Senate bylaws. Vice President must be a member of Senate.
    - ii. Matt P. made motion to name Faye Krogen, Faculty Emeritus. Amanda D. seconded the motion. No discussion. Motion carried. Her name will not appear in the graduation program since it has gone to press.
4. NEW BUSINESS-
- a. Business & Trades Department Concerns-
    - i. Three-step Reading system for approval of policy/procedures. Discussion focused on: this system would slow down the process of getting Senate business completed in a timely manner, need to take information back to departments for review, need to carefully review wording in motions and documents and have drafts reviewed by Senators.
    - ii. Amanda D. made the motion that Faculty Senate feels a three-step reading process would impede its' ability to provide timely decisions on Senate matters. Moving forward Senators will make an effort to thoroughly

review wording of motions and be cognizant of department feedback when necessary. Kari L. seconded the motion. No discussion. Motion carried.

- iii. Question was posed -does Faculty Senate enforce policy and procedure violations?
  - 1. Discussion focused on a procedure violation that was dealt with by the department in which it occurred by meeting with all parties involved. Then it was brought to Senate to view this procedure violation. Senate heard the concern and acted appropriately.
  - 2. It was noted that Senators can forward meeting invites/agendas to faculty, but the Faculty President cannot per bylaws. Bylaws state the Faculty President can only send out agendas to Senate members for Faculty Senate meetings.
- iv. Time period to rescind vote-
  - 1. Votes can be changed up until the vote is announced per Roberts Rules of Order. The member wanting to rescind their vote can have the whole Senate Faculty reconsider the motion.
- v. Invite to Send Off for Lynne R. and Brittney O. announced.

5. OTHER-

- a. Staff Senate - Carol C. reviewed discussions held in Staff Senate on Sunshine committee, Chancellor visit, how to increase Staff morale and retention and need for ideas, Summer cookouts will resume. Suggestion was made by Derek V. to bring back the semi-regular Staff & Faculty Senate meetings.
- b. Student Senate- No update
- c. CCF-Derek V. related the CCF Constitution's changes have been ratified and in place. He has one more year as representative for WSC on CCF. He was re-elected as President of CCF. He will not be on Faculty Senate next academic year. Faculty Senate will need to think about a new CCF representative in the future when Derek V.'s term ends.

6. ADJOURNMENT- Meeting adjourned 5:28PM

7. NEXT MEETING- TBA