ND Council of College Faculties
IVN Meeting
November 13, 2007

Members Present: Mike Porter (Bottineau), Milan Christianson (NDSCS), Ann Smith (NDSCS), Gilbert Kuipers (VCSU), LoAnn Nelson (LRSC), Patti Heisler (MaSU), Lisa Borden-King (MiSU), Shirley Wilson (BSC), James Wright (BSC), Ernst Pijning (MiSU), Harlene Hatterman-Valenti (NDSU), Neil Mueller (NDSU), Jon Jackson (UND)

Members Absent: Donald Poochigian (UND), Tom Barnhart (NDSU), Fernando Quijano (DSU), Les Bieber (WSC)

Guests: Mike Hillman, Robert Larson

The meeting was called to order at 8:07 a.m. by Chair, Shirley Wilson

Approval of minutes of October 10, 2007 – (Ann moved, Neil seconded) Minutes approved

AAC Report: Harlene: AAC met via conference call on Nov 6th: They discussed the Washington Center Scholarship program and how ND students could fit into that. There is a short timeline so this may be for next fall. We also received an update regarding online and dual credit tuition rates. This issue arose due to a brochure from UND that it offered online general education courses for half the price. An update will be provided in the December meeting as this would appear to be in conflict with policies regarding Board approval of tuition rates. In regards to the drop/add dates, it was decided that the drop/add date has to fit with financial aid so that the add date corresponds to financial aid 100% and the drop with no record date. Therefore, the add date will be 11 days into the semester and the drop date will be 11 weeks into the semester. NDSU continues working on the open source code for the library system. Providing access to student information of those withdrawing from an institution was considered but AAC decided this was inappropriate. Items for discussion regarding the SBHE were brought up at the end of the meeting.

Mike Hillman: UND has had correspondence courses for a long time. UND converted their correspondence courses to an electronic correspondence format. So these are different than other online courses – they don’t fit in a term as students can work at their own pace. The Board establishes the standard tuition rates but has delegated to the Chancellor the ability to designate lower rates for distance education. Of the 12,000 students who took online courses only 300 took the UND courses. Clearly, there is a back door process and the AAC will want to discuss this as a policy issue.

The SBHE report was delayed
Old Business:

**Arts and Humanities:** Neil asked who else from NDSU is serving on the Arts and Humanities Summit committee. Shirley will send the organizer’s email to Neil so he can contact her.

**Promotion:** Nothing has been done in relation to this issue due to both time and uncertainty resulting from recent conversations about both promotion and the TIAA-CREF issue. It was noted that right now there is consideration being given to allowing faculty to bring in “x” years of service to the NDUS system. Whether or not these years should be count towards the TIAA-CREF concept should be carefully considered.

**Legislative Expectations/Worthiness:** Nothing new since last meeting

**Professional Development committee:** No one present

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**Timing of our elections:** The NDUS system tries to send new SBHE members to the Association of Governing Board conference. There has been discussion about sending the faculty member serving on the board to the meeting but the timing of the elections makes this a problem as the conference is in March or April. Numerous solutions to this were discussed including moving elections (which is somewhat problematic in relation to campus election dates), creating a dual position in which the CCF president serves one year as President and then another year as the SBHE representative.

**Online education and faculty governance:** Ernst Pijning initially raised this issue following the newspaper report about a degree that seemed to go through the NDUS system. Ernst wonders how we can guarantee courses and professionalism if faculty members do not have control over online courses. Ann mentioned that at her institution online courses are copies of the on campus courses so they have already been approved. Ernst indicated that is the same process at MSU. Patti indicated that in the program the Chancellor was referring to courses are offered across many institutions but one institution confers degree. Mike Hillman said that there were a number of institutions who wanted to get into online delivery but didn’t want to trigger the expense of a site visit (NCA) and the NDUS was designated/recognized as a delivery system. It is a delivery mechanism only. Robert Larson stated that the NDUSO has no authority to offer a degree. The first degree to go online happened to be the Associate of Arts degree. In this program, each student has a home campus and the degree is conferred by that campus. Ernst asked who does the program review? Robert indicated that the institution offering the degree is responsible for the program review.

**Compensation Report:** Cathy McDonald/NDUS Office: Every two years the NDUS Office helps put together a compensation report that is provided to the legislature. She recently sent a draft timeline for the process this go around. We will need to appoint up to four members for this go around. Cathy discussed the timeline. The aim is to have the final report to Chancellors Cabinet by March 19th. The final report and recommendations
will be sent to the board by April 3rd. CCF approved the timeline. The members will be chosen when we meet at the SBHE meeting. CCF will let Cathy know.

**HERI report:** This is separate from the compensation report. Mike Hillman: We need to measure employee satisfaction and the HERI survey is a good way to do this. The information collected helps explain to legislators in as quantified a manner as possible the stressors we put on faculty and how to alleviate those stressors. We have sent out joint letters requesting participation. Shirley helped with this last year. In answer to a question concerning access to the results, Mike indicated that a lot of data is available in the report but the data files because they are anonymous are available to anyone asking. Robert stated that this year it will be an online survey (just more than 2000 faculty members participating). AAC members have been asked to serve as a contact point for Robert’s office. He will also need a contact in each IT department. In addition to the questions that are part of the regular survey there can be 20 additional multiple choice questions incorporated into the survey. Five questions will be system generated but 15 can be will be campus specific. We need to have the questions in place by the end of the Fall semester. The window for the survey is Nov 1 – March 31. A campus could select a shorter time span, say Jan 15 – Feb 29th. Each institution can do their own window though. Robert is working on IRB approval for the survey. Jon asked what is needed from CCF. Robert indicated that participation is really important so as we start to make the invitations come out, etc we need to spread the word to our colleagues that this is really important. You can sign off and save and re-sign in to finish at a later time. Participation was not very high last time.

**P-16 Task Force:** Mike responded to questions regarding the status of the P-16 task force. P-16 agency members have been meeting and are continuing to make recommendations regarding the P-16 initiative. The American Diploma Project is an example of an initiative that may be recommended to the Governor.

**Direct Deposit:** Electronic banking may be safer than non-electronic banking. Overall this seems like a good plan. We should check and find out what effect switching banks would have.

**Non-renewal of faculty:** Milan’s campus is looking for a policy and are currently planning on adopting the BSC plan. Milan wondered if any other institutions have any input. If so, please let him know.

**Textbook committee:** Jon and some others continue to work on this issue.

**Meeting on Thursday with SBHE:** Colonial Room in the Student Union will be our gathering place. In relation to faculty salary/compensation, Tom will bring his six foot poster board. Should we all talk or have a spokesperson? It was decided that we would decide this when we arrived on Thursday.
Presidential Search Committees: The faculty at UND were concerned about the amount of faculty representation on the committee. But, that said, the search committee as constituted has done a remarkable job. They have held fast to some faculty principles articulated by faculty at meetings across campus. Shirley indicated that while this is a good thing, we remain concerned about how faculty members were selected.

Meeting was ended at 10:50.