



*State Normal School faculty
and walk bridge, early 1890s*



VALLEY CITY
STATE UNIVERSITY

Baselines
2016-17

Important Dates

Fall Semester 2016

- Monday–Friday, Aug. 15–19 Welcome Week
- Monday, Aug. 22 Registration/Classes start at 4 p.m.
- Tuesday, Aug. 23 First full day of classes
- Monday, Sept. 5 Holiday—Labor Day
- Monday–Saturday, Sept. 19–24. Homecoming Week
- Saturday, Sept. 24 Homecoming
- Thursday, Oct. 13. Founders Day
- Friday, Nov. 11 Holiday—Veterans Day
- Thursday, Nov. 24. Holiday—Thanksgiving
- Monday–Friday, Dec. 12–16. Finals Week

Spring Semester 2017

- Monday, Jan. 9 Registration/Classes start at 4 p.m.
- Tuesday, Jan. 10. First full day of classes
- Monday, Jan. 16 Holiday—Martin Luther King Jr. Day
- Monday, Feb. 20. Holiday—Presidents Day
- Monday–Friday, March 13–17 Spring Break
- Monday, March 20. Classes resume/Summer registration opens
- Friday, April 14 Holiday—Good Friday
- Monday–Friday, May 8–12 Finals Week
- Saturday, May 13. Commencement

Baselines 2016–17

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The aim of *Baselines* is to provide a concise source of essential information for VCSU faculty and staff at the beginning of each academic year, serving as an introduction to the university for new members of the campus community and as a refresher for returning members.

VCSU Defining Commitments

MISSION

Valley City State University is a public, regional university offering exceptional programs in an active, learner-centered community that promotes meaningful scholarship, ethical service, and the skilled use of technology. As an important knowledge resource, the University offers programs and outreach that enrich the quality of life in North Dakota and beyond. Through flexible, accessible, and innovative baccalaureate and master's programs, VCSU prepares students to succeed as educators, leaders, and engaged citizens in an increasingly complex and diverse society.

VISION

Valley City State University will be nationally recognized for advancing important collaboration, fostering innovative engagement, and promoting noteworthy transformation. Through effective use of best practices in technology, teaching, and learning, VCSU will be a destination university for students in North Dakota and throughout the region, extending its reach and influence beyond the campus boundaries.

UNIVERSITY PURPOSES

1. Award degrees in education, business, and the liberal arts and sciences, with all students documenting their competency in Aesthetic Engagement, Communication, Global Awareness, Technology, Collaboration, Effective Citizenship, Problem Solving, and Wellness.
2. Deliver a quality educational experience in an innovative culture and a technologically enhanced environment.
3. Serve the best interests of our students, region, and society.
4. Lead in effectively applying information media technologies for learning.
5. Promote the appreciation of diversity, a multicultural perspective, and global awareness.

CORE VALUES

- *Mission Driven:* We are committed to a learner-centered philosophy. We make education meaningful with positive relationships and effective practices.
- *Quality and Integrity:* We have high expectations for results, integrity, and positive interpersonal relations in all we do.
- *Innovation:* We are flexible, creative, and free to try new things. We have a strong work ethic, positive attitude, and open mind. We embrace change.
- *Community:* We trust each other, we work well together, and we are involved with our local and extended communities.
- *Diversity:* We believe that diversity of all kinds enriches the quality of thought, discussion, and learning.

Web Locations for Key VCSU Policies and Documents

VCSU Documents web page: www.vcsu.edu/documents/

VCSU University Catalog: catalog.vcsu.edu

VCSU Student Handbook: www.vcsu.edu/documents/

VCSU Policy Manual: www.vcsu.edu/documents/policymanual/

V201 Constitution of the Valley City State University Faculty Association: www.vcsu.edu/documents/policymanual/vp.htm?p=266

V202 Constitution and Bylaws of the Staff Senate of Valley City State University: www.vcsu.edu/documents/policymanual/vp.htm?p=267

V301.01 Defining Commitments: www.vcsu.edu/documents/policymanual/vp.htm?p=269

302.04.01 VCSU Committee Structure: www.vcsu.edu/documents/policymanual/vp.htm?p=1958 (also see p. 7)

V308.01 VCSU Employee Code of Conduct: www.vcsu.edu/documents/policymanual/vp.htm?p=1677

V605.09 Faculty Responsibilities: www.vcsu.edu/documents/policymanual/vp.htm?p=364

V605.13 Office Hours and Faculty Presence: www.vcsu.edu/documents/policymanual/vp.htm?p=368

VCSU Strategic Plan 2015–17

“Defining Great: The VCSU Difference”

Valley City State University’s previous strategic plan, “Success 2015,” came to a close in June 2015. VCSU has developed a two-year strategic plan that responds to the new North Dakota University System strategic plan—“Daring to be Great: The NDUS Edge”—and maps a course for growth and improvement.

1. Growth: Grow the university to meet the needs of North Dakota and beyond.

This goal uses wording from our new mission/vision statement and speaks to the intent of almost every program’s plan to retain and recruit students. The goal includes strategies for marketing, student recruitment and retention, and program development.

- 1.1 Enhance marketing efforts
- 1.2 Recruit a diverse, well-prepared student body
- 1.3 Increase retention rates
- 1.4 Expand program options to meet the needs of North Dakota and the region
- 1.5 Recruit and retain a quality workforce

2. Optimization: Provide resources for growth and high priority programs.

This goal focuses on the resources and the efficiencies necessary to support growth and program optimization. The goal includes strategies related to facilities, process efficiencies, and program optimization.

- 2.1 Complete the program optimization process (P.O.P.) and update budget and planning processes based on the task force reports.
- 2.2 Develop office and program efficiencies
- 2.3 Improve physical facilities
- 2.4 Improve technology infrastructure

3. Collaboration: Work with stakeholders to develop relationships and opportunities.

Collaboration with stakeholders, including campus entities, workforce partners, the community, and NDUS campuses, is vital to VCSU’s continued success and student engagement. This goal includes strategies relating to advisory boards, internal program synergies, community involvement, and the development of articulations, partnerships, and internship/practicum activities.

- 3.1 Improve interdepartmental communication
- 3.2 Establish practicum and internship locations for non-education programs
- 3.3 Collaborate and cultivate relationships with external stakeholders
- 3.4 Increase employee engagement in shared governance and campus community/culture (“the VCSU Difference”)

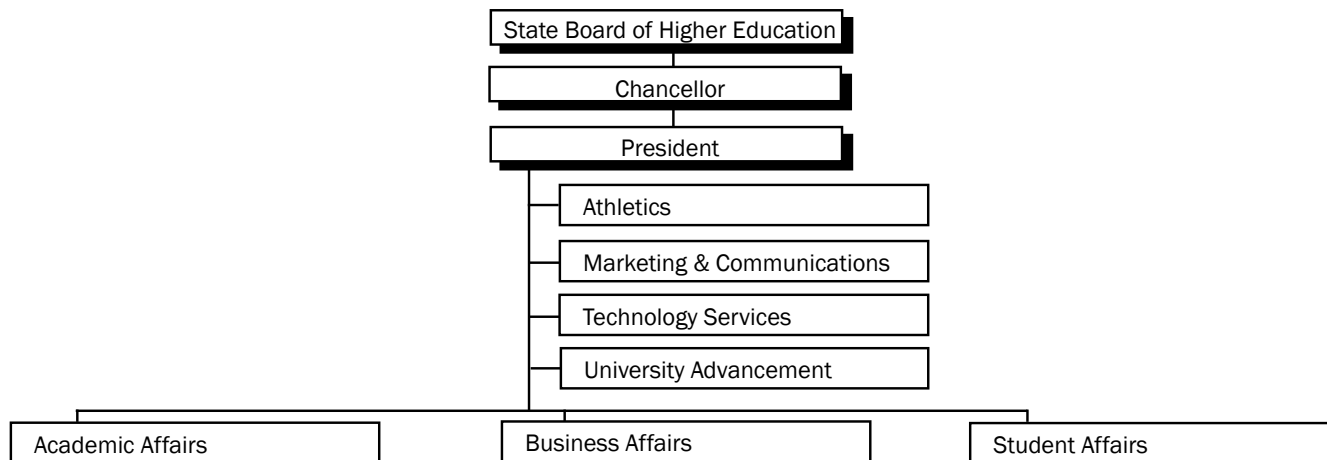
4. Success: Deliver quality, engagement, and breadth of experience.

All of our programs have a significant impact in developing successful graduates. This goal speaks to the breadth of experiences students, faculty, and staff have on campus, and to the importance of delivering quality in all programs, including student life, academic programs, work experiences, professional development, and campus interactions.

- 4.1 Promote engaged learning opportunities that result in a high-quality teaching and learning environment.
- 4.2 Increase attention on research (e.g., undergraduate research, faculty research, graduate action research)
- 4.3 Support specific student populations (e.g., early entry, international, at-risk, online)
- 4.4 Promote health and safety (physical and electronic environments)
- 4.5 Increase effective use of assessment and data
- 4.6 Improve program quality; pursue program accreditation and compliance
- 4.7 Increase professional development, job training, and cross-training.
- 4.8 Cultivate a supportive work environment

To report Strategic Plan progress and view accomplishments, visit www.vcsu.edu/president/vp.htm?p=3439.

VCSU Administrative Organization



Administrative Areas

Academic Affairs

- 12 Academic Departments
- Distance Learning and Faculty Development
- Centers:
 - Great Plains STEM Education Center
 - Prairie Waters Education and Research Center
 - Don Muga Career and Technical Education Leadership Center
- Graduate Studies
- Institutional Research and Assessment
- Learning Center
- Library
- Registrar
- Student Academic Services

Athletics

- Athletic Administration and Support
- 14 Athletic Programs

Business Affairs

- Business and Financial Service
- Employee Services
- Facilities Services: Risk Management
- Grants
- Human Resources
- Payroll

Marketing & Communications

- Faculty Materials Center
- Marketing/Communications Support
- Media Relations
- Social Media
- Sports Information

Technology Services

- Data Centers and Virtualization
- Enterprise Applications
- Network and IT Security
- Technology Services Desk

Student Affairs

- Career Services
- Counseling
- Enrollment Services
- Dining Services
- Diversity and Student Success
- Health Services
- Resident Life
- Retention
- Student Financial Aid
- Student Union: Bookstore
- Student Activities

University Advancement

- Alumni Relations
- VCSU Foundation: Donor Relations and Fundraising

August 2016

VCSU Committee Structure

VCSU committees are divided into two groups: Faculty Association committees, and Administrative Committees/Advisory Groups. More information regarding the committees can be found in VCSU policy 3.02.04.01 (available online at www.vcsu.edu/documents/policymanual/vp.htm?p=1958).

Faculty Association Committees are described in the Faculty Association Constitution, available in VCSU policy V201. These committees include the following:

- Academic & Scholastic Standing Committee
- Constitution Review Committee
- Council of College Faculties
- Curriculum Committee
- Diversity Waiver Selection Committee

- Faculty Advocacy Committee
- Faculty Senate
- Financial Aid Committee
- General Education Council
- Graduate Council
- Teaching & Learning Committee
- Promotion & Tenure Committee
- Standing Committee on Faculty Rights
- Teacher Education Committee

Administrative Committee and Advisory Groups are usually chaired by an administrator. The following are University Committees:

- Academic Assessment Committee
- Academic Policy and Affairs Council
- Admissions Appeals Committee
- Campus Inter-Functional Team (CIFT)

- Campus Inter-Functional Forum (CIFF)
- Executive Team
- Institutional Review Board
- Judicial Council
- Marketing Committee
- President's Cabinet
- Staff Personnel Board
- Staff Senate
- Student Grievance Committee
- Teacher Education Appeals Committee
- Technology Advisory Committee
- University Hearings & Appeals Board
- University Policy Committee
- VCSU Diversity Committee
- VCSU Loss Control

Senate Rosters

FACULTY SENATE

Anthony Dutton, president
Bob Anderson, vice president
Susan Kilgore, secretary
Kathleen Bennet Zahn
Preston Bush
Curt Hill
Rachelle Hunt
Jason Laczkoski
Steve Listopad
Rick Ross
Jodi Shorma
Brenda Tyre
Margaret Dahlberg, vice president
for academic affairs
Courtney Dixon, student
representative
JenniLou Russi, Council of College
Faculties representative

STAFF SENATE

Kaleen Peterson, past president
Kelli Heath, president
Sarah Larsen, vice president
Kari Bodine, secretary

Kevin Knight
Adam Longmore
Mike Nix
John O'Day
Becky Sundstrom
Kevin Tulp

Ex Officio

Wesley Wintch, vice president for
business affairs
Jennifer Larson, human resources
director
Greg Carlson, State Staff Senate
representative

STUDENT SENATE

Jordan Bushaw, president
Niklas Ernst, vice president
Katelyn Willer, treasurer
Hannah Gress, secretary
Wyatt Schilling, North Dakota Student
Association representative
Rae Beaver
Alexandra Cardenas
Paige Fettig

Kathleen Gallais
Jaycee George
Hannah Gress
Jacob Johnson
Shelby Johnson
Steph McCann
Ashley Metcalf
Paige Meyer
Morgan Nalley
Strella Navalta
Alexa Nichols
Myra Nysetvold
Trinity Potts
Brittany Roney
Michaela Scherr
Oscar Suniga
Baylee Swenson
Dillon Thomas
Steven Velarde

New People, New Roles (since Aug. 31, 2015, includes redefined positions)

NAME	POSITION	START DATE
Heather Bates	Athletic Trainer	Aug. 1, 2016
Al Bernardo	User Services Librarian	Sept. 1, 2015
Kari Bodine	Career Services Coordinator	Aug. 1, 2016
Nichole Brockopp	Accounts Payable Specialist	Oct. 2, 2015
Derek Burchill	Accounting Assistant	Sept. 1, 2015
Kelsie Jo Carter	Counseling Services Intern	Aug. 1, 2016
Travis Clark	Instructor, Social Science	Aug. 16, 2016
Laura Dennhardt	Assistant Professor, Science	Aug. 16, 2016
Jay Determan	Graduate Assistant Athletic Trainer	Aug. 16, 2016
Brock Drenth	Assistant Professor, Art	Aug. 16, 2016
Daniel Eppen	Building Services	Oct. 19, 2015
Amy Fuglestad	Instructor, Language and Literature	Jan. 1, 2016
Nicholas Galt	Assistant Professor, Science	Aug. 16, 2016
Richard Gruman	Heat Plant Operator	Sept. 1, 2015
Kelli Heath	Media Communications Specialist	July 16, 2016
Daryl Heise	Maintenance/Carpenter	Nov. 30, 2015
Haley-Jo Jenrich	Administrative & Assessment Assistant, SEGS	June 20, 2016
Joan Klein	Assistant Professor, SEGS	Aug. 16, 2016
Jason Kremer	Assistant Football Coach/Lecturer	July 1, 2016
Even Lago	Building Services	June 1, 2016
Joseph Marini	Graduate Assistant Cross Country/Track and Field Coach	Aug. 16, 2016
Erik Matth	Assistant Football Coach	Aug. 16, 2016
Ryan Montgomery	Head Men's Basketball Coach	Aug. 16, 2016
Monica Moore	Learning Center Coordinator/Retention Specialist	July 6, 2016
Jeffrey Moser	Instructor, Business	Aug. 16, 2016
Joshua Mower	Graduate Assistant Cross Country/Track and Field Coach	Aug. 16, 2016
Angela Poole	Assistant Professor, Kinesiology and Human Performance	Aug. 16, 2016
Steve Rindfleisch	Assistant Volleyball Coach	August 2016
Peter Smithhisler	Vice President for Student Affairs	June 1, 2016
Karl Sorby	Assistant Men's Basketball Coach	Aug. 16, 2016
Nathan Stewart	Director of Athletics	July 29, 2016
Courtney Titus	Assistant Women's Basketball Coach	Aug. 16, 2016
Kai Western	Assistant Professor, Communication Arts	Aug. 16, 2016
Wesley Wintch	Vice President for Business Affairs	Aug. 31, 2015

Overview of North Dakota University System (NDUS)

The North Dakota University System is a unified system of higher education governed by the State Board of Higher Education. Organized in 1990, the system includes two research universities, four regional universities (including Valley City State University) and five community colleges.

Led by the chancellor, the NDUS staff supports the State Board of Higher Education's mission to enhance the quality of life for all those served by the NDUS as well as the economic and social vitality of North Dakota.

NDUS MISSION AND VISION

Mission

To enhance the quality of life for all those we serve and the economic and social vitality of North Dakota through the discovery, sharing and application of knowledge

Vision

Leading the nation in educational attainment through access, innovation and excellence

CONTACT INFORMATION

North Dakota University System
10th Floor, State Capitol
600 East Boulevard Ave, Dept. 215
Bismarck, ND 58505-0230

701-328-2960
701-328-2961 (fax)
ndus.office@ndus.edu
www.ndus.edu

WEB LINKS TO NDUS MANUALS

SBHE Policy Manual

www.ndus.edu/makers/procedures/sbhe/

NDUS Procedures Manual

www.ndus.edu/makers/procedures/ndus/

NDUS Human Resource Manual

www.ndus.edu/makers/procedures/hr/

