

ACADEMIC SENATE MINUTES

DATE: April 12, 2007

PRESENT: Agnes Samples
Rakesh Sah
Audrey ConnerRosberg
Johanna Mitchell
Karen Heikel (ex-officio)

Mark Hardt
Sandie Rietz
Lorrie Steerey
Tedee Cuomo (student)

ABSENT: Noreen Lee
Bruce Brumley – *excused*
Gershon Bulgatz – *excused*
Matt Redinger – *excused*
David Garloff (ex-officio)
Gary Young (ex-officio)
John Cech (ex-officio)
Terrie Iverson (ex-officio)

Alicia Esteves (student)
Keith Edgerton – *excused*
Craig McKenzie – *excused*

Tasneem Khaleel (ex-officio)
Mary Susan Fishbaugh (ex-officio)
George White (ex-officio)
Stacy Klippenstein (ex-officio)

GUEST: David Davison

PRESIDING: Audrey ConnerRosberg, Chair

Audrey ConnerRosberg called the meeting to order at 3:38 p.m. in the Bridger room.

The minutes of March 29 were accepted as presented.

I. DISCUSSION/ACTION ITEMS

A. Graduate Committee's Proposal to Purchase "Turnitin" Software David Davison, Chairperson

Dr. Davison stated that the Graduate Committee has had several meetings to discuss concerns about plagiarism and Turnitin (turn-it-in) software. He noted that there are two kinds of plagiarism: students who do it in error and are unaware of where the line is drawn (this is the majority), and students who do it intentionally and expect they won't get caught. The Committee agreed to put a positive spin on the problem and get the

Turnitin software so students can check their papers *before* they are handed in to their instructor. The software gives the students a report of how well they have paraphrased and such, and the students can then make changes before turning in their assignments. The student can also turn in the Turnitin report with their assignment, if the instructor so chooses. The student's paper also goes into the Turnitin database, so students cannot plagiarize other students' work. However, because the paper has been entered into the database, a student cannot submit the same paper again for a second check. It will come back as copied from the first submission.

Dr. Davison also noted that many of today's students are unaware that plagiarism is wrong. We can help our students recognize the parameters and standards of using others' work. Turnitin is not a unique answer, but it has the widest national acceptance. It would be up to each instructor whether to use it or not in his or her classes. The cost of use would be based on the size of our campus, and for MSUB it would be approximately \$6,500.

⇒ Motion by Lorrie Steerey, seconded by Johanna Mitchell that **the Senate strongly supports the Graduate Committee's proposal to purchase Turnitin software.**

Mark Hardt stated that he has used the Turnitin software and it works very well. It will tell you the original source of information, so you will also know if a reference is cited correctly. The software basically tells you a percentage of similarity, and each instructor would decide what percentage is acceptable.

It was noted that if instructors are using this program, or expecting their students to use it, it should be noted in the course syllabus. It was cited that it wouldn't need to be on the course syllabus, but it should probably be in the student handbook and/or the catalog.

⇒ Motion carried.

II. ITEMS FOR INFORMATION

Item 66 AAS in Process Plant Technology. Modification of an existing program.

Item 66.a PPT 152 Safety Investigation. Delete course.

Item 66.b PPT 201 Introduction to Process Controls. Delete course.

Item 66.c PPT 202 Advanced Instrument Control Systems. Delete course.

Item 66.d TRID 185 Introduction to Industrial Power Systems. New course.

Item 66.e PPT 130 Process Diagrams for Process Technology. New course.

Item 66.f PPT 135 Instrumentation and Control Systems. New course.

Item 66.g PPT 161 Process Plant Safety II. New course.

Item 66.h PPT 207 Boilers, Accessories and Basic Operations. New course.

Item 66.i PPT 210 Turbines, Accessories and Basic Operations. New course.

Item 66.j PPT 220 Quality Control Practices. New course.

Item 66.k PPT 225 Plant Investigation and Troubleshooting. New course.

Item 66.L PPT 151 Process Plant Safety. Change title to Process Plant Safety I.

Item 68 Minor in Business Administration. Modification of an existing program.

⇒ Motion by Lorrie Steerey, seconded by Sandie Rietz to **accept Items 66, 66.a, 66.b, 66.c, 66.d, 66.e, 66.f, 66.g, 66.h, 66.i, 66.j, 66.k, 66.L, and 68 for information.**

⇒ Motion carried.

III. ITEMS – FIRST READING

Item 69 Writing, Technology, and Experiential Learning Requirements. Text for the 2007-2009 undergraduate catalog. As revised by the Academic Foundations Committee.

⇒ Motion by Lorrie Steerey, seconded by Mark Hardt to **approve Item 69 on first reading.**

Dr. Hardt noted that the AFC removed some archaic language and revised the text of this section.

⇒ Motion carried.

⇒ Motion by Lorrie Steerey, seconded by Mark Hardt to **waive second reading of Item 69.**

⇒ Motion carried.

IV. DISCUSSION/ACTION ITEMS CONTINUED

B. Dean Karen Heikel: Summer Session

Karen Heikel, Dean of the College of Professional Studies and Lifelong Learning, stated that management of Summer Session has been moved to her College from the Provost's Office. Dean Heikel noted that her background is in a Summer Session system of compressed courses in three, four, or five weeks. This system works for some courses, but not all.

Recently the College hosted "Summer on Ice" where 400 people came through and 58 people registered for summer courses. They also surveyed students (via email) concerning what they would like changed for summer. They requested such things as more hours for the Library and the food services and we are working to expand those. CPSLL has been sending electronic postcards every week about what has been improved for Summer Session. Postcards have also been sent to high school seniors since summer is the last chance they will have to take a course with a reduced cost through the Connections program. Dean Heikel has tried to work out problems with overlap of courses that students may want to take at the same time.

The Provost Council has agreed for summer 2008 that the schedule will be moved up. Summer classes will start the Monday after Commencement. This is in response to a majority of students who responded in the survey that they would like Summer Session to start earlier. The whole summer schedule will be shifted earlier, which will eliminate the problem of the third session running into the start of Fall semester. The schedule will be three five-week terms. They are also working on a schedule of five three-week terms. Online for summer will be two overlapping, ten-week sessions. It was noted that the overlap may be a problem for such courses as Accounting I and II. Students will not have finished Accounting I and Accounting II will already be starting.

It was noted that with this schedule, Summer Session classes will start before grades are due for Spring. It was cited that online students probably won't care that much when their classes start, so those at least should have a week off between Spring semester and Summer Session.

It was observed that we have many elementary and secondary teachers who take summer classes, and they won't even be out of school until June. They completely miss the first session, and with this earlier time-table they miss part of the second session as well. This situation could result in a large loss of FTE.

It was noted that the Senate did discuss Summer Session changes a few weeks ago, and agreed that the schedule should be left as it is.

It was cited that a situation could arise where the Deans negotiate to move courses around so that there are no time conflicts, and in the process end up having faculty teach all three sessions of the summer. Those faculty would have absolutely no time off during the summer and they would most likely refuse to teach all three sessions, which would lead to hiring of barely competent or incompetent part-time instructors at the last minute.

It was noted that we will also lose all the students who come home to Billings from Bozeman or Missoula and take a course. Bozeman and Missoula go a week later in May than MSUB does, so those students would be unable to take a first session course.

Dean Heikel noted that the Provost Council has already agreed to use this new schedule for Summer 2008. It was cited that most faculty have not heard about or been consulted on this change. It was noted that the Deans should inform their faculty of this change as soon as possible.

⇒ Motion by Lorrie Steerey, seconded by Sandie Rietz to **ask each Dean to meet with their faculty prior to April 23, 2007, to discuss the Summer 2008 schedule.**

It was stated that there has been a lack of faculty input on the decision to change the Summer Session schedule.

⇒ Motion carried.

C. Budget Shortfall

Dr. ConnerRosberg stated that, at Provost Council yesterday, they learned that we are about \$1 million in the hole. Please take some time to think about ways to handle this problem. There were four suggestions at Provost Council:

- Increase the maximum number of students in a class
- Combine duplicate courses
- Eliminate low enrolled courses that are not necessary
- Consider programs that have a new hire to increase FTE

Stacey Horsfall, Budget Officer, is going to try to make it to our April 26 meeting to talk about the deficits.

Dr. Heikel noted that another suggestion was a total hiring freeze.

The meeting adjourned at 5:03 p.m.

rjrm