

ACADEMIC SENATE MINUTES

DATE: April 27, 2006

PRESENT:	Agnes Samples	Mark Hardt
	Rakesh Sah	Sandie Rietz
	Bruce Brumley	Audrey ConnerRosberg
	Lorrie Steerey	Johanna Mitchell
	Keith Edgerton	Gershon Bulgatz
	Noreen Lee	Craig McKenzie
	Matt Redinger	Tasneem Khaleel (ex-officio)
	Mary Susan Fishbaugh (ex-officio)	

ABSENT:	David Garloff (ex-officio)	Curt Kochner (ex-officio)
	Mary McNally (ex-officio)	Kirk Lacy (ex-officio)
	John Cech (ex-officio)	George White (ex-officio)
	Terrie Iverson (ex-officio)	

GUESTS:	Jane Howell	Mike Campbell
----------------	-------------	---------------

PRESIDING: Keith Edgerton, Chair

Keith Edgerton called the meeting to order at 3:42 p.m. in room B57 of the College of Technology, and conferred the chairpersonship to Audrey ConnerRosberg, Chair Elect.

The minutes of April 20 were accepted as presented.

I. WELCOME NEW SENATORS:

College of Business: Rakesh Sah

College of Technology: Bruce Brumley

At-Large: Audrey ConnerRosberg, Lorrie Steerey, Johanna Mitchell, Keith Edgerton, Gershon Bulgatz

II. DISCUSSION/ACTION ITEMS

A. "Back to School Conference" Guest: Jane Howell

Ms. Howell noted that the Provost has asked Mary Susan Fishbaugh, Sharon Weatherwax-Ripley, David Garloff, and herself to organize a conference-style beginning to the next academic year. In response to the criticism that most of the meetings in the pre-fall calendar cover the same things, they will be starting a conference with presentations and breakout sessions the first three days faculty are due back, August 22-24. This should help eliminate repetition and also share important projects with many groups. Topics are not yet set, but may include instructional strategies, Academic Foundations, advising, and so on. They will request that the Academic Senate have at least one presentation. The goal of this conference is to start something with value and use, and it should be something a presenter could put on her or his vita as a professional presentation.

III. ITEMS FOR INFORMATION

Item 40 HHP 246 Coaching Soccer. New course.

Item 40.a HHP 380 Coaching Practicum. New course.

Item 40.b HHP 445/545 Exercise Testing and Prescription. New course.

⇒ Motion by Lorrie Steerey, seconded by Keith Edgerton to **accept Items 40, 40.a, and 40.b.**

Noreen Lee noted that the Department of Health and Human Performance currently has a “Coaching of Current Sport” course, which the Coaching Soccer was a part of. Due to demand and better coverage of topics, Coaching Soccer is going to be a separate course. The practicum is a similar situation, where many sports were grouped together and Item 40.a will separate soccer. The Exercise Testing and Prescription course is to fill a student need that was not being met.

⇒ Motion carried.

Item 64 Teaching Minor in Health Education (5-12). Modification of an existing program.

⇒ Motion by Mark Hardt, seconded by Lorrie Steerey to **accept Item 64.**

⇒ Motion carried.

Item 71 COMT/HHP/HADM 482/582 Women, Media & Health. New course.

It was noted that there is no one present to speak on this course.

⇒ Motion by Matt Redinger, seconded by Keith Edgerton to **table Item 71 until the next meeting** (Fall 2006).

⇒ Motion carried with one abstention

Item 72 SOCL 352 Diseases and Societies. New course.

⇒ Motion by Mark Hardt, seconded by Sandie Rietz to **accept Item 72.**

Mark Hardt noted that there is a lot of interest for this course. He will be teaching it and it will be an elective for Environmental Studies and Health Administration majors.

⇒ Motion carried.

Item 75 EDCI 485, Student Teaching (Elementary). Change credits from 9 to 12.

Item 76 SPED 484 Special Education Student Teaching. Change credits from 8 to 9.

⇒ Motion by Matt Redinger, seconded by Lorrie Steerey to **accept Items 75 and 76.**

Mary Susan Fishbaugh noted that these courses are to accommodate student needs for more time in the field. Also, all students spent the same time in the field but got variable credit, and this is unacceptable for Financial Aid.

⇒ Motion carried.

IV. ITEMS – FIRST READING

Item 69 REHA/SCOU 506 Practicum: Counseling and Therapy Techniques. Delete course.

Item 69.a SCOU 506 Practicum: Counseling and Therapy Techniques. New course.

Item 69.b REHA/SCOU 508 Practicum: Multicultural and Gender Issues in Counseling and Family Therapy. Delete course.

Item 69.c SCOU 508 Practicum: Multicultural and Gender Issues in Counseling with Family Therapy. New course.

Item 69.d SCOU 520 Group and Individual Evaluation. Change rubric to REHA/SCOU.

Item 69.e SCOU 504 Career and Lifestyle Development. Change rubric to REHA/SCOU.

Item 69.f REHA 506 Practicum: Counseling and Therapy Techniques. New course.

Item 69.g REHA 508 Practicum: Multicultural and Gender Issues in Counseling. New course.

⇒ Motion by Lorrie Steerey, seconded by Sandie Rietz to **approve Items 69, 69.a, 69.b, 69.c, 69.d, 69.e, 69.f, and 69.g on first reading.**

Dean Fishbaugh noted that the crosslisted courses in these two programs have become very confusing for students, as well as becoming an issue with licensing agencies. These changes will hopefully clarify those issues.

⇒ Motion carried with one abstention.

⇒ Motion by Keith Edgerton, seconded by Mark Hardt to **waive second reading of Items 69, 69.a, 69.b, 69.c, 69.d, 69.e, 69.f, and 69.g.**

⇒ Motion carried with one abstention.

V. ITEMS FOR INFORMATION

Item 87 BS in Business Administration Online. Change title of degree to BS in Business Administration option in General Business and modify program.

Item 87.a BUS 485 Business Case and Simulation Capstone. Change title and course description.

Item 87.b BUS 347 Integrated Business Cases and Simulation. New course.

Item 87.c MGMT 439 Entrepreneurship. New course.

⇒ Motion by Keith Edgerton, seconded by Matt Redinger to **accept Items 87, 87.a, 87.b, and 87.c.**

Mike Campbell, Chairperson of Business Academic Programs, noted that the Board of Regents accepted this new program last year as a Level I. They have now changed their minds and want it resubmitted as a Level II. This program modification changes some of the courses which should make the program work better. The whole program is online.

⇒ Motion carried.

Item 78 AAS in Computer Systems Technology. Modification of an existing program.

Item 78.a AAS in Computer Programming and Application Development. Modification of an existing program.

Item 78.b Certificate in Networking Technology. Modification of an existing program.

Item 78.c CST 115 Introduction to Game Programming. Delete course.

Item 78.d CST 211 Visual Basic .NET Capstone Project. Change credits from 2 to 3.

Item 78.e CST 220 Applied Introduction to Java. Change credits from 4 to 3.

Item 78.f CST 221 Applied Intermediate Java. Change credits from 4 to 3.

Item 78.g CST 246 Introduction to Programming Lab Companion Course. Change course number to 244.

Item 78.h CST 169 Administering Web Servers. New course.

Item 78.i CST 236 Creating Interactive Flash Applications and Games. New course.

Item 78.j CST 277 Fundamentals of Wireless LANs. New course.

⇒ Motion by Keith Edgerton, seconded by Matt Redinger to **accept Items 78, 78.a, 78.b, 78.c, 78.d, 78.e, 78.f, 78.g, 78.h, 78.i, and 78.j.**

Craig McKenzie noted that these are simple program changes to make the programs work better.

⇒ Motion carried with one abstention.

Item 80 MEDA 125 Medical Assisting Clinical Procedures I Lab. Change credits from 2 to 1.

⇒ Motion by Lorrie Steerey, seconded by Sandie Rietz to **accept Item 80.**

Audrey ConnerRosberg noted that the students in this program really only need 1 credit of clinical experience.

⇒ Motion carried.

Item 81 Certificate in Welding and Metal Fabrication Technology. Modification of an existing program.

⇒ Motion by Keith Edgerton, seconded by Noreen Lee to **accept Item 81.**

Craig McKenzie noted that this modification fixes a problem with the math requirement, from MATH 085 to MATH 101.

⇒ Motion carried.

Item 82 AAS in Practical Nursing. Modification of an existing program.

Item 82.a AAS in Medical Assisting. Modification of an existing program.

Item 82.b CTHO 103 Basic Psychology. Delete course.

⇒ Motion by Lorrie Steerey, seconded by Keith Edgerton to **accept Items 82, 82.a, and 82.b.**

Audrey ConnerRosberg noted that these changes delete CTHO 103 and replace it with PSYC 101, which is the same course. This should help with transfer issues. Dr. ConnerRosberg will teach PSYC 101 at the COT.

⇒ Motion carried.

Item 83 Certificate in Computer Assistant. Delete program.

Item 84 Certificate to “Certificate of Applied Science.” Modification of degree name, including the following degrees:

- Certificate in Accounting Assistant

- Certificate in Assistant Drafter

- Certificate in Automobile Collision Refinishing Technician

- Certificate in Automobile Collision Repair Technician

- Certificate in Automotive Technology

- Certificate in Diesel Technology

- Certificate in Human Resources Management

Certificate in Medical Coding and Insurance Billing
 Certificate in Networking
 Certificate in Office Assistant
 Certificate in Welding and Metal Fabrication Technology

- Item 86** AAS in Accounting Technology. Modification of an existing program.
Item 86.a AAS in Administrative Assistant. Modification of an existing program.
Item 86.b AAS in Medical Assisting. Modification of an existing program.
Item 86.c Certificate in Accounting Assistant. Modification of an existing program.
Item 86.d Certificate in Office Assistant. Modification of an existing program.
Item 86.e AAS in Medical Administrative Assistant. Modification of an existing program.
Item 86.f CTBU 101 Accounting Procedures I. Delete course.
Item 86.g CTBU 102 Accounting Procedures II. Delete course.
Item 86.h CTBU 103 Payroll Accounting. Change prerequisites.
Item 86.i CTBU 105 Computerized Accounting. Change title, course description, and prerequisites.
Item 86.j CTBU 111 Keyboarding/Formatting. Change title, course description, and credits.
Item 86.k CTBU 112 Keyboarding Applications. Delete course.
Item 86.L CTBU 114 Ten-Key Procedures. Delete course.
Item 86.m CMP 115 Introduction to Desktop Publishing. Change credits and course description.
Item 86.n CTBU 132 Office Procedures. Delete course.
Item 86.o CTBU 207 Special Projects. Delete course.
Item 86.p CTBU 232 Advanced Office Procedures. Delete course.
Item 86.Q CTBU 251 Medical Office Procedures. Change rubric.
Item 86.r CTBU 106 QuickBooks. New course.
Item 86.s CTBU 108 Applied Accounting I. New course.
Item 86.t CTBU 109 Applied Accounting II. New course.
Item 86.u CTBU 115 Keyboard Applications/Ten Key. New course.
Item 86.v CTBU 133 Office Applications. New course.
Item 86.w CTBU 201 Applied Accounting III. New course.

⇒ Motion by Keith Edgerton, seconded by Bruce Brumley to **accept Items 83, 84, 86, 86.a, 86.b, 86.c, 86.d, 86.e, 86.f, 86.g, 86.h, 86.i, 86.j, 86.k, 86.L, 86.m, 86.n, 86.o, 86.p, 86.Q, 86.r, 86.s, 86.t, 86.u, 86.v, and 86.w.**

Craig McKenzie noted that Item 83 deletes an out-of-date certificate. Item 84 is in response to a BOR mandate that all certificates be changed to *certificates of applied science*. Items 86-86.w re-adjust the accounting courses, which changes other programs, and also clean up these programs.

⇒ Motion carried.

VI. DISCUSSION/ACTION ITEMS

A. Student Evaluation Recommendation: Keith Edgerton

Dr. Edgerton presented the following memo:

TO: *Chancellor Ron Sexton*

Professor Joe Howell, President of MSU-Billings Faculty Association

FROM: *Keith Edgerton, Chair
Academic Senate*

RE: *Recommendation to abandon current system of student evaluation*

Earlier this academic year the Academic Senate engaged in a lengthy debate over our current student evaluation process that we utilize here at MSU-Billings. On behalf of the Senate, I emailed all of the faculty to canvas their feelings on the current system we utilize.

The consensus was that our current system is not terribly effective in assessing academic quality, teaching effectiveness, or measuring student outcomes. Moreover, many students do not take the evaluation form seriously. There was a feeling, too, that the form—and the questions inherent to it—reward faculty popularity rather than serving as a gauge or measure of genuine teaching rigor and effectiveness.

While the Senate did not develop an alternative assessment form or set of evaluative questions (primarily because this a CBA issue at heart), it would like to make a recommendation that the institution abandon the current form and institute a much more simplified evaluation. As such, it recommends that early in the fall semester the creation of a joint Senate/FAC/Student/Administration task force to develop a new student evaluation form and process.

It was noted that this is a bargaining issue, but at least we are sending a message. The COT faculty would like to be involved with the development of a new evaluation, since their contract does not specify a particular evaluation.

⇒ Motion by Sandie Rietz, seconded by Mark Hardt to **approve the above memo and forward it to the Chancellor and Dr. Howell.**

It was observed that we could go to the “three questions” model: what are the course’s strengths, what are the course’s weaknesses, and what would you change about the course? It was cited that this would make a good topic for a session in the Back to School Conference.

⇒ Motion carried.

Audrey ConnerRosberg, Bruce Brumley, and Johanna Mitchell volunteered to approach the faculty unions about making a presentation at the Back to School Conference on student evaluations.

B. Attendance at Provost Council

Dr. ConnerRosberg noted that Dr. Edgerton has been attending the Provost Council meetings every Wednesday. She would like someone besides herself to attend those meetings on a rotating basis.

VII. Election of Officers

A. 3 Vice Chairs

⇒ Bruce Brumley, Sandie Rietz, and Lorrie Steerey were nominated for the positions of Vice Chair.

⇒ Motion to elect carried.

It was noted that the vice chairs don't have many responsibilities. This may be a good topic for discussion at the retreat. It was noted that the vice chairs could attend the BOR meetings on a rotating basis.

B. Secretary

⇒ Mark Hardt was nominated for the position of Secretary

⇒ Motion to elect carried.

VIII. DISCUSSION/ACTION ITEMS

A. New Programs to the BOR this Summer:

- New programs proposed by the Department of Sociology, Political Science, and Native American Studies to the BOR in July: Major and teaching major in Political Science, major in Criminal Justice, BA and BS teaching majors in Sociology, major in Native American Studies. For information only.
- New program proposed by the Department of Biological and Physical Sciences to the BOR in July: BS Major in Broadfield Science with teaching option. For information only.

It was noted that these programs are notices of intent to the BOR that MSU-Billings will be proposing these programs soon. There is also a great deal of confusion about approval of new programs. Apparently, many faculty believe if new programs are approved by the BOR, they do not have to be approved by the UCC, Grad Committee, and Senate. The Senate does not have a clear policy on this issue.

Keith Edgerton requested that the following be entered into the minutes:

April 27, 2006

From: Keith Edgerton, Chair, Academic Senate

To: Chancellor Ron Sexton

Subj: Letter of Appreciation, Ms. Rita Rabe-Meduna

Dear Chancellor Sexton:

As I have done now for the last four years, on behalf of the Academic Senate I would like to take the opportunity to alert you again to the exceptional effort put forth this year by Ms. Rita Rabe Meduna, who divides her time as the Academic Senate's, UCC's, and General Education Committee's secretary, responsibilities in your office, and in the office of the Provost. Her work this year for the Academic Senate has continued to be fantastic and she is worthy of special commendation and recognition. I think I am running out of adjectives to describe this energetic, cheerful, FABULOUS, totally responsible, unflappable person. We are truly fortunate to have her.

I have worked with Rita for four years now and never ONCE have I heard her complain, even during those moments when I and other sometimes irascible faculty members are our least pleasant to be around. We need more Rita Rabe Medunas on this campus. She is special. Exceptionally special. I have never met anyone who can roll with the punches quite like Rita can.

The Academic Senate wants, again, to extend to her our utmost gratitude for her outstanding performance this past year serving us. As I stated last year (and the year before and the year before and the year before—and as we will undoubtedly state next year and forever thereafter) whatever we are paying her isn't nearly enough. She's a fabulous campus representative and an invaluable member of our institution.

On behalf of the Academic Senate, and to quote Ms. Rabe Meduna: "Score!"

The meeting adjourned at 5:07 p.m.

rjrm