

ACADEMIC SENATE MINUTES

DATE: April 17, 2008

PRESENT: Rakesh Sah
Bruce Brumley
Keith Edgerton
Mark Hardt
Alicia Esteves (student)
Mary Susan Fishbaugh (ex-officio)
Karen Heikel (ex-officio)

Sandie Rietz
Kay Streeter
Gershon Bulgatz
Craig McKenzie
Gary Young (ex-officio)
John Cech (ex-officio)

ABSENT: Agnes Samples*
Lorrie Steerey*
Steve Coffman*
David Garloff (ex-officio)
George White (ex-officio)*
Stacy Klippenstein (ex-officio)*
* *excused*

Jeff Sanders*
Johanna Mitchell*
Tasneem Khaleel (ex-officio)*
Terrie Iverson (ex-officio)*

GUESTS: Susan Balter-Reitz
Carl Castles

Mick Ender

PRESIDING: Bruce Brumley, Vice Chair

Bruce Brumley called the meeting to order at 3:44 p.m. in the Beartooth room.

The minutes of April 10 were accepted as presented.

I. ITEM – SECOND READING

Item 37 Graduate Faculty Membership Policy. As proposed by the Graduate Committee and approved by the Graduate Faculty. REVISED.

⇒ Motion by Sandie Rietz, seconded by Craig McKenzie to **approve Item 37 on second reading.**

Sue Balter-Reitz, Chair of the Graduate Committee, stated that she discussed the Graduate Faculty Policy with Joe Howell (President, Faculty Association) and he did change the language of the policy somewhat. The intent is that the Graduate Committee will not approve the list of Graduate Faculty, just collect the information. There is no oversight beyond the department unless there is an appeal, which is the Graduate Committee's responsibility. The power rests with departments and programs because they determine their own criteria for Graduate Faculty Status. Also, there is no explicit grandfather clause, but the list already contains everyone who has already received Graduate Faculty Status.

It was noted that this just seems like another layer of work, since it must be done every year. This process itself is not onerous, but added into all the other things faculty must do, a steady creep of responsibilities becomes quite a burden. It was cited that this process is very simple.

Dr. Balter-Reitz also noted that this process is a response to NWCCU looking at how we re-evaluate our Graduate Faculty. This policy essentially allows us to grandfather people in while also being flexible for departments and still evaluating our Graduate Faculty on an annual basis. The question was raised as to what happens when there is disagreement within a department. Dr. Balter-Reitz stated that an appeal can be brought to the Graduate Committee.

⇒ Motion carried.

II. ITEMS – FIRST READING

Tabled by Senate 3/27/08

Item 34 Academic Senate Bylaws: Modification of Graduate Committee Bylaws.

⇒ Sandie Rietz moved to take Item 34 off the table.

⇒ Motion by Keith Edgerton, seconded by Sandie Rietz to **approve Item 34 on first reading.**

⇒ Motion carried.

⇒ Motion by Mark Hardt, seconded by Sandie Rietz to **waive second reading of Item 34.**

⇒ Motion carried.

Item 44 Academic Senate Bylaws. New standing committee: Program Quality and Productivity Committee.

It was noted that No Child Left Behind is coming to higher education, and in many ways it's already here. We don't have CQI (Continuous Quality Improvement) we have CQC—Continuous Quality Control. We must have something that represents faculty interests in this area.

This item will be discussed next week.

Item 43 MS Rehabilitation & Mental Health Counseling. Modification to an existing program.

Item 43.a REHA 521 Advanced Individual and Group Counseling. Change prerequisites.

Item 43.b REHA 543 Marriage and Family Therapy: Theory and Practice. Change prerequisites.

Item 43.c REHA 520 Group and Individual Evaluation. Change prerequisites.

Item 43.d REHA 599 Thesis. Change prerequisites.

Item 43.e REHA 594 Counseling Practicum. Change prerequisites.

⇒ Motion by Keith Edgerton, seconded by Sandie Rietz to **approve Items 43, 43.a, 43.b, 43.c, 43.d, and 43.e on first reading.**

⇒ Motion carried.

⇒ Motion by Keith Edgerton, seconded by Sandie Rietz to **waive second reading of Items 43, 43.a, 43.b, 43.c, 43.d, and 43.e.**

⇒ Motion carried.

III. ITEMS FOR INFORMATION

Item 29.a SPED 420 Collaboration and Individualization in Education. Change title to Teaching Special Populations and change course description.

⇒ Motion by Sandie Rietz, seconded by Kay Streeter to **accept Item 29.a for information.**

Kay Streeter noted that they are changing the title to make it more appropriate.

⇒ Motion carried.

Item 36 BIOL 241 Human Physiology and Anatomy I. Change course number to 341, title to Human Anatomy and Physiology I, and change prerequisites.

Item 36.a BIOL 243 Human Physiology and Anatomy I Lab. Change course number to 343, title to Human Anatomy and Physiology I Lab, and change course description.

Item 36.b BIOL 245 Human Physiology and Anatomy II. Change course number to 345, title to Human Anatomy and Physiology II, and change prerequisites and corequisite.

Item 36.c BIOL 246 Human Physiology and Anatomy Lab II. Change course number to 346, title to Human Anatomy and Physiology II Lab, and change corequisite.

⇒ Motion by Keith Edgerton, seconded by Sandie Rietz to **accept Items 36, 36.a, 36.b, and 36.c for information.**

Carl Castles, Department of Biological & Physical Sciences, stated that these changes are in response to the transferability initiative. The group decided to have common course names rather than common course numbers, thus the title change for these courses. The prerequisite change is to emphasize an important course that should be taken by students entering these courses, but for various reasons cannot be a required prerequisite. Finally, the course numbers are being moved up to 300-level since the COT already offers an A&P course at the 200-level. The COT is not allowed to have prerequisites for their course, but the courses offered by the Department of Biological & Physical Sciences do have prerequisites. Also, science majors are in need of upper division electives, and these courses will now work. These courses are not required in any program except the medical lab science program and the associate program.

⇒ Motion carried.

Item 38 CST 160 Installing, Configuring and Administering Microsoft Windows XP Professional. Change title to Installing, Configuring and Administering Microsoft Windows Vista and change course description.

Item 38.a Certificate of Applied Science in Networking Technology. Modification to an existing program.

⇒ Motion by Sandie Rietz, seconded by Mark Hardt to **accept Items 38 and 38.a for information.**

Craig McKenzie noted that these courses are being updated due to Microsoft's move to Vista from XP. It's important for the students to show on their transcript what operating system they learned, so the operating system is always listed in the course titles.

⇒ Motion carried.

Item 39 ACCT 491 Independent Study. Change course description.

Item 39.a ECON 491 Independent Study. Change course description.

Item 39.b FIN 491 Independent Study. Change course description.

Item 39.c MGMT 491 Independent Study. Change course description.

Item 39.d MIS 491 Independent Study. Change course description.

Item 39.e MKT 491 Independent Study. Change course description.

Item 39.f MGMT 321 Principles of Management. Change prerequisite.

Item 39.g MKT 340 Principles of Marketing. Change prerequisite.

Item 39.h COB Minimum Course Grade. Modification of an academic policy.

⇒ Motion by Sandie Rietz, seconded by Mark Hardt to **accept Items 39, 39.a, 39.b, 39.c, 39.d, 39.e, 39.f, 39.g, and 39.h for information.**

Rakesh Sah stated that the 491s are all having a line removed from the course description that is no longer accurate. MGMT 321 and MKT 340 have a prerequisite change to junior standing in order to allow more students to register. Finally, the policy change is to make the minimum grade a C- rather than a C, to make use of the plus/minus system which some COB faculty choose to use.

⇒ Motion carried.

Item 41 Certificate of Applied Science in Automotive Technology. Modification of an existing program.

⇒ Motion by Keith Edgerton, seconded by Craig McKenzie to **accept Item 41 for information.**

Vern Gagnon, Director of the Auto Tech program, stated that these are minor changes to update the Certificate to meet BOR standards. Also, MATH 101 is being removed and MATH 103 is being added as a more appropriate course for the program.

⇒ Motion carried.

Item 45 AAS in Radiologic Technology. Modification of an existing program.

Item 45.a RAD 103 Radiology I Positioning Lab. New course.

Item 45.b RAD 153 Radiology II Positioning Lab. New course.

Item 45.c RAD 183 Radiology III Positioning Lab. New course.

Item 45.d RAD 101 Radiological Technology I. Change corequisite.

Item 45.e RAD 102 Clinical Radiology I. Change credits from 3 to 4 and change corequisite.

Item 45.f RAD 104 Introduction to Radiologic Science. Change title to Introduction to Radiologic Physics and change credits from 2 to 3.

Item 45.g RAD 105 Introduction to Radiologic Technology. Change title to Patient Care in Radiology, change credits from 2 to 3, and change corequisite.

Item 45.h RAD 151 Radiologic Technology II. Change corequisite.

Item 45.i RAD 152 Clinical Radiology II. Change corequisite.

Item 45.j RAD 181 Radiologic Technology III. Change corequisite.

Item 45.k RAD 182 Clinical Radiology III. Change corequisite.

Item 45.L RAD 155 Radiographic Critique. Delete course.

⇒ Motion by Mark Hardt, seconded by Sandie Rietz to **accept Items 45, 45.a, 45.b, 45.c, 45.d, 45.e, 45.f, 45.g, 45.h, 45.i, 45.j, 45.k, and 45.L for information.**

Mick Ender, Director of the Radiologic Technology program, noted that they had been holding the labs at the hospitals, but with the completion of the new building at the COT the labs can now be held on campus. The three new courses are specific classes for those labs. HLTH 100 Survey of Health Occupations is being removed because Rad Tech is no longer part of the Health Core. RAD 155 Radiographic Critique is also being removed because the course could not cover what was needed in only one credit. The program still comes out to a total of 72 credits and there is no need for additional staffing. Mr. Ender also noted that the program has a special exception from the BOR for a five semester program instead of four semesters.

⇒ Motion carried.

Item 46 PWRP 210 Turbines, Accessories and Basic Operations. Change course description.

⇒ Motion by Sandie Rietz, seconded by Keith Edgerton to **accept Item 46 for information.**

Craig McKenzie noted that this change updates a course description that was written before the program director was hired.

⇒ Motion carried with one abstention.

IV. DISCUSSION/ACTION ITEMS

A. WR & TN Course Policy Enforcement (Mark Hardt, AFC)

Dr. Hardt stated that the Academic Foundations Committee revised the Writing and Technology requirements, but they need to be enforced.

It was noted that the COB conducted some standardized testing of their students and discovered that some of their students could not read properly.

Discussion will be postponed to next week.

B. Ad hoc Committee on Online Course Conversion

C. Draft Guidelines for Dealing with Student Behavioral Issues

Guest: Vice Chancellor Klippenstein

Discussion on these topics will be postponed to next week.

V. ELECTION OF OFFICERS FOR 2008-2009

A. Three Vice Chairs

B. Secretary

⇒ The following slate of officers were nominated and agreed to serve:

Secretary: Mark Hardt

Vice Chairs: Bruce Brumley, Sandie Rietz, and Keith Edgerton

⇒ The slate of officers carried with two abstentions.

The meeting adjourned at 4:26 p.m.

rjrm