

## ACADEMIC SENATE MINUTES

**DATE:** January 23, 2014

<b>PRESENT:</b>	Scott Murray	Patricia Vettel-Becker
	Cindy Dell	Barb Pedula
	Susan Gilbertz	Craig McKenzie
	David Gurchiek	Kelly Shumway
	Paul Pope	Bruce Brumley
	Francisco Saldivar	Diane Duin (ex-officio)
	Tasneem Khaleel (ex-officio)	Barbara Wheeling (ex-officio)
	Mary Susan Fishbaugh (ex-officio)	Marsha Riley (ex-officio)
	Mark Pagano (ex-officio)	Matt Redinger (ex-officio)

<b>ABSENT:</b>	Debra Johnson*	
	Ryan Shore (student)	Terrie Iverson (ex-officio)
	* <i>excused</i>	

<b>GUESTS:</b>	Dan Yazak	Cheri Johannes
	Susan Gregory	Trudy Collins

**PRESIDING:** Bruce Brumley, Chair

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Bruce Brumley called the meeting to order at 3:45 p.m. in the North Conference Room of the City College Health Science building.

The minutes of December 5 were accepted as presented.

### I. ITEMS FOR INFORMATION

**Item 41** Emeritus Nomination: Gary Acton, Department of English, Philosophy and Modern Languages, College of Arts and Sciences. For information.

⇒ Motion by Dave Gurchiek, seconded by Scott Murray to **accept Item 41 for information.**

⇒ Motion carried.

This emeritus nomination was already approved by the Board of Regents earlier this month.

## II. ITEMS – FIRST READING

**Item 29** SCOU 504 Career and Lifestyle Development. Change course description.

**Item 29.a** SCOU 506 Practicum: Counseling and Therapy Techniques. Change course description.

**Item 29.b** SCOU 507 Ethical and Professional Issues for Counselors and Family Therapists. Change title to Ethical and Professional Issues for School Counselors and change course description. (Course now offered only online.)

**Item 29.c** SCOU 508 Practicum: Multicultural and Gender Issues in Counseling and Family Therapy. Change title to Practicum: Multicultural and Gender Issues in Counseling and change course description.

**Item 29.d** SCOU 520 Group and Individual Evaluation. Remove prerequisite and change course description. (Course now offered only online.)

⇒ Motion by Scott Murray, seconded by Francisco Saldivar to **approve Items 29 through 29.d on first reading.**

⇒ Motion carried.

⇒ Motion by Cindy Dell, seconded by Scott Murray to **waive second reading of Items 29 through 29.d.**

⇒ Motion carried.

**Item 40** EDCI 500 Curriculum Development. Change number to 510.

⇒ Motion by Susan Gilbertz, seconded by Scott Murray to **approve Item 40 on first reading.**

It was noted that this change is for Extended Campus to use the 500 number for their professional development courses. Cheri Johannes, Registrar, noted that we can't reuse course numbers, and she is working with Extended Campus on a different solution.

⇒ Motion failed, all opposed.

**Item 42** SPED 504 Collaborative Supports in Educational Settings. Change title to Multi-Tiered Systems of Support.

⇒ Motion by Barb Pedula, seconded by Paul Pope to **approve Item 42 on first reading.**

⇒ Motion carried.

⇒ Motion by Susan Gilbertz, seconded by Scott Murray to **waive second reading of Item 42.**

⇒ Motion carried.

**Item 43** SCOU 597 Capstone in School Counseling. Add a corequisite.

⇒ Motion by Scott Murray, seconded by Craig McKenzie to **approve Item 43 on first reading.**

⇒ Motion carried.

⇒ Motion by Scott Murray, seconded by Barb Pedula to **waive second reading of Item 43.**

⇒ Motion carried.

**Item 44** MEd Educational Technology Option. Modification to an existing program.

⇒ Motion by Susan Gilbertz, seconded by Craig McKenzie to **approve Item 44 on first reading.**

It was noted that this program change includes some changed course titles, but the accompanying course forms are not here.

⇒ Motion by Scott Murray, seconded by Dave Gurchiek to **table Item 44 until the course forms are submitted.**

⇒ Motion carried.

This item also includes a degree name change, which requires BOR approval. That, too, will be held.

### III. PRESENTATION ON ETHICS HOTLINE

Guest: Trudy Collins, Director, Budget Office

MSU is introducing an ethics hotline, also sometimes called a fraud hotline. The launch date is currently set for February 5, but there is some debate in Bozeman about that date. The hotline will be shared among the four MSU campuses, and MSU will be tracking the types of reports received.

A group with representatives from all four campuses determined the need for this hotline. An RFP was put out and Ethics Point submitted a proposal. Thus, the reporting mechanism will be outside the university. The hotline's purpose is to allow anyone to anonymously report inappropriate actions, including fraud, abuse, and other misconduct.

This is especially important with grants. The hotline website lists all categories a person can make a complaint under, including: financial, athletics, discrimination or harassment, health and safety, human resources, information security, and research.

Ms. Collins and Terrie Iverson, Vice Chancellor for Administrative Services, will receive all the MSUB reports. All reports across the MSU system will also go to the MSU auditors, who will be tracking what kinds of reports are being made. Ms. Collins and Ms. Iverson will then direct the complaint to the appropriate department, as they will not be investigating the complaints themselves. That is, current processes for harassment or Title IX violations will still be used; this hotline does not create a new process for handling issues.

People reporting an incident have the option to put in contact information, if they do not wish to remain anonymous. However, if they do wish to remain anonymous, when a complaint is placed, the user sets up a password and a report ID number is generated. The user is asked to login again, using the ID number and password, and messages can be exchanged and the user still remains anonymous. People can also report using a toll-free number.

The question was raised as to how the categories were created based on current policies. There are many varied policies involved for state workers, teachers, as well as the University policies. Ms. Collins responded that MSU is currently working on a fiscal misconduct policy, and it should be finished by February 5. The State of Montana also has ethics policy training online, and it's likely we will be doing that training in a year or two. However, the categories on the reporting website were created by Ethics Point, and they claim these are the issues most universities deal with.

Ms. Collins asked that the Senators spread the word with the faculty that this hotline will be in operation soon.

#### IV. PROVOST REPORT

Dr. Pagano stated that they received 27 applications for professional development, and most of them are for \$2,000. They will be able to fund about half of them.

The equipment list from the student equipment fee proposals has been finalized and is now going to the ASMSUB for approval. If they approve, it will next go to the BOR. The budget is \$725,000, with \$125,000 set aside for repair and replacement. This repair and replacement allocation will be permanent from now on.

#### Searches:

- The search for Dean of the College of Arts and Sciences is starting now. Tasneem Khaleel is returning to a teaching position.
- The search for Vice Chancellor for Students Affairs is off and running with two faculty members nominated by the Senate. In the next week and a half they will be interviewing consultant firms for the search.

- The Foundation CEO search is being run by the Foundation Board, but they have had one candidate interviewed and one candidate pull out of the search.
- President Cruzado will be choosing the members of the Chancellor search committee, and she will be back in Billings soon to convene the committee.

## VI. DISCUSSION/ACTION ITEMS

### A. Program Prioritization Process Update

The Senate will be receiving the faculty and Dean recommendations on all 160 programs after January 31. The plan is to tackle this project in February. The Senate will have a regular meeting February 6, where we will have an introduction to the process, hopefully by an Academic Prioritization Council member. The following Thursdays in February (2/13, 2/20, 2/27) will not be official Senate meetings, but the Senators will gather to work through the program reviews. Ms. Rabe Meduna will put together a table for each Senator to vote on each program, and if Senators are in agreement, no discussion may be necessary. We may need only discuss items of disagreement. The Senate is looking at how each program fits into the whole University.

The meeting adjourned at 5:00 p.m.

rjrm