

ACADEMIC SENATE MINUTES

DATE: January 22, 2015

PRESENT:	Tom Dell	Patricia Vettel-Becker
	A.J. Otjen	Cindy Dell
	Francisco Saldivar	Susan Gilbertz
	James Barron	Andrew Sullivan
	Debra Johnson	Paul Pope
	Bruce Brumley	Stephen Coffman
	Sonja Choriki (student)	Diane Duin (ex-officio)
	C. Shearer-Cremean (ex-officio)	Barbara Wheeling (ex-officio)
	Mary Susan Fishbaugh (ex-officio)	Mark Pagano (ex-officio)
	Matt Redinger (ex-officio)	

ABSENT:	Kelly Shumway	Rita Kratky (ex-officio)*
	Terrie Iverson (ex-officio)	Joe Oravec (ex-officio)
		* <i>excused</i>

GUESTS:	Mark Nook	Suzette Nynas
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PRESIDING: Bruce Brumley, Chair

Bruce Brumley called the meeting to order at 3:40 p.m. in the Chancellor's Conference Room.

The minutes of January 15 were accepted as presented.

Mr. Brumley stated that until the budgeting process is completed (within a few weeks) the Senate will not be considering any curriculum changes. Thus, most of today's agenda will be held for a later time.

I. CHANCELLOR REPORT

Chancellor Mark Nook first congratulated Provost Mark Pagano on his appointment as Chancellor of University of Washington Tacoma, and also thanked him for his work at MSU Billings.

Budget

Dr. Nook stated that he wanted to make a quick statement about the budget before he leaves to join a meeting of the Vice Chancellors as they hammer out budget details. They hope to announce the budget changes in the next couple of weeks. The plan will be presented to the University Budget Committee (UBC) as well as the Senate, and feedback is always welcome. Fairly soon, notice will need to be given to some employees. Dr. Nook would much rather notice someone early than wait until the required deadline. In terms of planning ahead, we are ahead of the curve compared to the other units in Montana who are experiencing budget struggles.

The question was raised about a rumor that there is a proposal to require tenured faculty teach 24 credits a year instead of 21. Dr. Nook responded that idea has not even been brought forward. Francisco Saldivar and Paul Pope, Senate representatives on the UBC, confirmed that the UBC has discussed no such proposal.

Chancellor Nook noted that our recruitment of out-of-state students from the WUE states (which include Wyoming, North Dakota, South Dakota, Idaho, and others) is going very well. We also have 17 new international students this year, in addition to the international students who are already here.

Provost Search

Dr. Nook noted that Provost Pagano's last day will be March 13. He has consulted with Human Resources and the Commissioner's Office to start the search immediately. They plan to use a search firm, especially since we want to have the new Provost start July 1 or August 15. An RFP already went out to the search firms and eight proposals were submitted. Once the search firm is chosen, a Provost Search Committee will need to be formed. Dr. Nook handed out the search committee from 2011, which includes faculty, but not from every college. It was agreed that each college should be represented by a faculty member, and at the same time both unions should be represented.

Interim Provost

Dr. Nook stated that he prefers that the Interim Provost not be allowed to apply for the permanent position. Therefore, the Interim must know this up front. It would also be preferable to not have a current Dean or other administrator step into the role of Interim Provost, because that creates a domino effect of another spot to be filled. He proposes instead that someone outside the University be chosen, perhaps a recently retired administrator, from MSUB or elsewhere in the system, or through the use of a retired-administrators firm such as The Registry. Companies like these connect us with retired professionals willing to serve a short term as an interim. The Interim Provost would be expected to assume the full responsibilities of the job of Provost.

The Senate agreed that the Interim Provost should not be allowed to apply for the Provost position. Some suggestions were offered. The Senate also agreed that, although we do not know the process for the retired-administrator firm, it may be a good option as well. Dr. Nook noted that he would gather a small group to vet the interim candidates before the appointment is made.

II. PROVOST REPORT

Provost Pagano stated that he plans to report on ETS next week. He will also look into the COMPASS resolution progress.

Vice Provost: Grade Appeal Procedure and Self-Plagiarism – Student Concerns

Grade Appeal Procedure

Vice Provost Matt Redinger stated that he met with the student government because they have decided to restructure the position of Student Resolution Officer (SRO). They also requested that the timeline of 60 days to file an appeal be shortened, because between Fall and Spring semesters, it ends up overlapping semesters. The proposed timeline is 15 business days. In Step III, the onus will now be on the student, rather than the SRO, to gather the materials for the appeal. Basically, the changes proposed move the responsibility from the SRO to the student. The SRO will still be present in the process, especially in later steps. It was noted that many students don't know the SRO is there (because many students do not read the Student Handbook). However, students who do come to the SRO for help on an appeal often want the SRO to do the work for them. When those students learn that they must talk to the professor and gather the materials themselves, the appeal is often dropped.

A suggestion was made that business cards with SRO contact information be distributed to faculty, who can then hand those cards out to students whose issues cannot be resolved at Step I.

Dr. Redinger also noted that there is no SRO for online students. Student Senator Sonja Choriki noted that if an online student wants, they can pay the \$41 fee which gives them access to the SRO services as well as the legal services offered by ASMSUB.

Self-Plagiarism

Dr. Redinger noted that the Student Handbook does not address self-plagiarism (re-using the same paper for another assignment).

Both the Grade Appeal Procedure and Self-Plagiarism Policy will be brought as action items at the next meeting.

III. DISCUSSION/ACTION ITEMS

A. Graduate Committee Policy Changes

It has been brought to the Senate's attention that there are some policy changes in the 2014-2016 Graduate Catalog which the Senate did not review or approve. It was noted that the Continuous Enrollment policy was sent out to all faculty for review, and that is significant, but the Senate should be reviewing policy changes. It was also noted that the Grad Committee Chair changes annually, and the Director of Graduate Studies has gone through many changes recently as well.

It was proposed that the Senate review all the graduate policy changes by the end of this semester. Diane Duin, Director of Graduate Studies, requested that the admission policy for international students be reviewed immediately. It will be an action item at the next meeting.

B. Functions of the UCC and the College Curriculum Committees

The Senate should formalize what the UCC should be looking for and also what the College Curriculum Committees should be looking for. We have no guidelines whatsoever for the College Curriculum Committees.

The meeting adjourned at 5:22 p.m.

rjrm