

## ACADEMIC SENATE MINUTES

**DATE:** October 5, 2017

<b>PRESENT:</b>	Suzette Nynas	Jim Barron
	Scott Butterfield	Kelly McCoy
	Susan Gilbertz	Heather Thompson-Bahm
	Joy Honea	Vern Gagnon
	Kelly Shumway	Paul Pope
	Sarah Keller	Rachael Waller
	Katelyn Focht (student)	Diane Duin (ex-officio)
	Christine Shearer (ex-officio)	Mary Susan Fishbaugh (ex-officio)
	Robert Hoar (ex-officio)	

<b>ABSENT:</b>	Cindy Dell*	Clifford Coppersmith (ex-officio)
	Matt Redinger (ex-officio)	Terrie Iverson (ex-officio)
	Joe Oravec (ex-officio)	

\* *excused*

<b>GUESTS:</b>	Ron Larsen	Cheri Johannes
	Heather Eggum	Salem Boumediene

**PRESIDING:** Susan Gilbertz, Chair

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

The minutes of September 21 were accepted as presented.

### I. CHANCELLOR REPORT

Chancellor Larsen reported that our headcount for Fall 2017 is up, at 4,401, but our FTE is down, compared to last year, at 3,196. Hopefully, we have hit the bottom of this curve and will be on the rise. Our retention rate has also improved, from 52.8% to 54.1%.

This past Monday President Cruzado held an open forum to discuss the Chancellor position. Dr. Larsen said thank you for the support he has received. Since the search and/or appointment will be handled by Bozeman, we don't know what is happening with the search.

Dr. Larsen and Foundation CEO Bill Kennedy asked the Coal Board for a donation to the Yellowstone Hall project from the coal trust. At this time the Board is holding all requests until they know what this year's share will be. On December 21, the Coal Board will meet on the MSUB campus.

## II. PROVOST REPORT

Dr. Hoar noted that the Complete College America meeting will be October 25, and our team is ready. CCA is supporting a lot of our retention initiatives and they want us to add more. They will likely ask us to commit to those new initiatives at this meeting. Students who are on-pace to finish on time, that is, 15 credits per semester whether it's a two-year or four-year degree, are better retained than students who take less than 15 credits. Other initiatives will be shared with the Senate via email.

Provost Hoar reported that the next University Budget Committee meeting would be October 10. We don't have a lot of information about the impending budget cuts, but we will begin planning for them anyway. We will rake together what we will not spend this year (salary savings, etc.) and hope it's enough, but it probably will not be.

The program review reports are due to the Provost by the end of October.

## III. OTHER REPORTS

### **CPA Exam Pass Rate Report: Scott Butterfield**

Dr. Butterfield noted that he is responding to the account from a community member that none of our graduates passed the CPA exam. The exam is 4 parts, and 3 of our graduates did take the auditing part. Those 3 students did not pass that section of the test. The problem is really in how the state implements national standards. The national standard is 150 hours, but Montana degrees are capped at 120 hours. It is up to the state how those additional 30 hours are met, and Montana does not have a requirement. So, students don't have to take accounting, or even business courses, and therein lies the problem. Of course students will struggle with the CPA exam if they took non-business courses for the additional 30 hours! The COB is currently working on a pool of courses which students will be advised to take. In the future, a curriculum proposal will likely come forward. It was noted that there are lots of jobs out there for non-CPA certified graduates as well, so not all students will want to take this pool of courses. Dr. Butterfield agreed to report on this again in a year.

#### IV. ITEMS FOR INFORMATION

##### **Item 3** Committee Report for 2016-2017: Academic Standards & Scholastic Standing Committee.

The question was raised as to whether there is value in having deadlines, and therefore paperwork, to drop a course. It was noted that, when students are required to talk to instructors, department chairs, and advisors, that is an opportunity for faculty to learn why the student is trying to drop, and perhaps convince the student to keep at it. It was further noted that we don't know how many students like this are retained every year. We wouldn't know until we changed the policy and those students started disappearing.

Cheri Johannes, Registrar, explained the procedure. When a student requests a drop later in the semester, Admissions defers to the instructor for approval. When the advisor and department chair don't agree, that is when a student ends up appealing to the Academic Standards Committee. For online students, we obviously don't have a paper form. They instead use email approval.

Dr. Johannes noted that when the request for approval of the drop first comes from the student, *this is the opportunity for faculty to comment* on the request. So, it is in everyone's best interest for faculty to explain why a petition is being denied. If the student then chooses to appeal the decision to the Academic Standards Committee, there is no additional notification to the instructor, department chair, or advisor. It was noted that this procedure needs to be shared far and wide with the faculty, to help eliminate confusion.

⇒ Motion by Vern Gagnon, seconded by Joy Honea that **Item 3 be removed from the agenda and no action be taken.**

⇒ Motion carried.

##### **Item 9** Committee Roster for 2017-2018

The CAHP realized that some appointees had not been forwarded to the Senate. They will be added and a revised roster will be brought to the next meeting.

The size of Library Committee was discussed. It was agreed the Senate should visit with the Director of the Library before making changes to the committee structure.

#### V. CONSENT ITEMS

**Item 60** M 130 Mathematics for Elementary Teachers I. Change course description.

**Item 60.a** M 131 Mathematics for Elementary Teachers II. Change course description.

⇒ Motion by Vern Gagnon, seconded by Scott Butterfield to **approve the consent agenda.**

⇒ Motion carried.

## VI. ITEM – FIRST READING

**Item 1** BSBA Major in Business Administration Online General Business Option 2+2 Track – Fire Science. Delete program.

It was noted that there was never much interest in this program. There was only one graduate in the seven years this program has been offered. Fire Science and Outdoor Adventure Leadership seems to be a better match.

⇒ Motion by Vern Gagnon, seconded by Paul Pope to **approve Item 1 on first reading.**

⇒ Motion carried.

⇒ Motion by Paul Pope, seconded by Kelly Shumway to **waive second reading of Item 1.**

⇒ Motion carried.

It was noted that this is a “track” rather than an option, so it does not require BOR approval.

## VII. DISCUSSION/ACTION ITEMS

### A. Approval of Sabbatical Committee Nominees

The Executive Committee of the Senate reviewed the names and forwarded them to the Senate for approval. All listed are former sabbatical awardees.

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|------------------------|--------------------|
| 1. Tom Rust            | 6. Rakesh Sah      |
| 2. Sarah Keller        | 7. Tami Haaland    |
| 3. Bernie Quetchenbach | 8. Mike Campbell   |
| 4. Lisa Kemmerer       | 9. Stephen Eliason |
| 5. Abbas Heiat         | 10. Deb Schaffer   |

⇒ Motion by Paul Pope, seconded by Jim Barron to **approve the list of names and advance the list to the Provost.**

⇒ Motion carried.

### B. Petitions to Academic Standards: How do they happen?

Senators are asked to push the information out to faculty, that the time to comment on a drop is when the student first requests it.

### **C. GEC Assessment and Discussion of Lack of Assessment in Cultural Diversity Category**

Dr. Gilbertz noted that she went through the 108 questions on the ETS Proficiency Profile and found about a dozen that apply to cultural diversity. Jim Barron, Chair of the GEC, noted that he also asked the committee members to do the same. The goal is to use those questions as a subset of test result data as our assessment of the Cultural Diversity Category. We can request this subset data from ETS.

Dr. Barron reported that the GEC talked about testing our incoming freshmen, so we know where our students are starting. It is likely that we are moving below average students to the national average, but we need data to show that. They decided to test all the freshmen in the A&SC 111 first year seminar course, using the abbreviated ETS test. Unfortunately, it was too late into the semester to get the test in during class time. Instead the GEC created a video that asked students to come to a test time outside of class, earlier this week. In two sessions offered, only eleven students, total, showed up. The Committee is working with the first year seminar instructors on testing during class in the Spring, but significantly fewer students take the first year seminar in Spring.

The question was raised as to why we don't use the abbreviated ETS test for all students. It was noted that ETS says the sample size must be much larger, since each student only gets about a third of the 108 questions. Also, if we are going to do assessment, we should get as much information as possible, so why not use the full test for every student.

Discussion of the requirement will continue at the next Senate meeting.

### **D. CARE Committee Bylaws: Possible Appointed Chair from the Senate**

Over the years, the CARE Committee has been populated more and more by junior faculty, with less experience in both committee service and grants applications. The Grants Office is currently working on analysis of our CARE awardees for possible bias, and a report will come to the Senate in November. However, the issue of bias may be better handled with an appointed Chairperson who is a Senator. Junior faculty likely have less experience and therefore may have difficulty comparing applications from very diverse disciplines. It was noted that the Senate could pilot the concept this year, and then update the bylaws, which should include how to handle if the Senator/Chair wishes to apply for a CARE grant. The Chair could also mandate that a rubric for judging the applications be used, but that would need to be publicized ahead of the application period.

Rachael Waller stated that she would talk with Cindy Dell about co-chairing.

The meeting adjourned at 5:01 p.m.

rjrm