

## ACADEMIC SENATE MINUTES

**DATE:** November 30, 2017

<b>PRESENT:</b>	Suzette Nynas	Jim Barron
	Scott Butterfield	Cindy Dell
	Kelly McCoy	Susan Gilbertz
	Heather Thompson-Bahm	Joy Honea
	Kelly Shumway	Paul Pope
	Sarah Keller	Rachael Waller
	Katelyn Focht (student)	Christine Shearer (ex-officio)
	Mary Susan Fishbaugh (ex-officio)	Matt Redinger (ex-officio)
	Joe Oravec (ex-officio)	

<b>ABSENT:</b>	Vern Gagnon*	Diane Duin (ex-officio)
	Clifford Coppersmith (ex-officio)	Robert Hoar (ex-officio)*
	Terrie Iverson (ex-officio)	
	* <i>excused</i>	

<b>GUESTS:</b>	Craig McKenzie	Ron Larsen
	Keith Edgerton	Cheri Johannes
	Clinton Culp	Patricia Vettel-Becker

**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 November 2 were accepted as presented.

### I. CHANCELLOR REPORT

Dr. Larsen noted that the special legislative session ended and we know our budget cut will be 1.23% this year, which we will make up for in reserves. For FY19, we will need to realign our budget for that cut, as well as reduced income for the six mill levy. The mill levy is not generating funding as quickly as expected, so together the state budget cut and mill levy shortfall make our MSUB budget cut 1.65%. The University Budget

Committee (UBC) planned for a 1.5% cut, so they will begin meeting in January to work on the additional cut. Chancellor Larsen hopes to move to a position of sustained growth. He noted that there is room for growth in high school graduates, since the national average is 50% of high school graduates choosing to attend college. Montana's rate is only 40% of graduates, so there is room to recruit additional students.

It was noted that the Senate's role is to encourage new curricula and innovation. Especially with new programs, there are many, many steps, so start early!

Dr. Larsen stated the Community Task Force has written a draft report. It will be distributed to the campus community for comments and feedback, hopefully next week, before being finalized.

## II. PROVOST REPORT

Vice Provost Redinger reported that Provost Hoar is at a Complete College America conference. MSUB is in the "sweet spot" for providing higher education for low income students, changing their lives for the better.

## III. ITEMS FOR INFORMATION

**Item 23** Emeritus Nomination: Kenneth Miller, Department of Educational Theory & Practice, College of Education. For information.

⇒ Motion by Cindy Dell, seconded by Paul Pope to **accept Item 23 for information.**

⇒ Motion carried.

**Item 24** MEd in Online Instructional Technologies. Placing program on moratorium. For information only.

⇒ Motion by Cindy Dell, seconded by Jim Barron to **accept Item 24 for information.**

The College of Education has a great program, but no one knows about it. They plan to put the program in moratorium for a couple years in order to build a cohort, instead of working one or two students through at a time. They will also rework the program to include more business and perhaps corrections content. There are currently two students finishing the program. The concern was raised that this program may fall through the cracks and be deleted. A program sits on moratorium for three years before being automatically deleted by the Commissioner's Office, but can be removed from moratorium at any time in that three years. It will be up to the Department of Educational Theory & Practice to revive this program at the appropriate time.

⇒ Motion carried.

**Item 7** CARE Report: Fall 2017 awards.

⇒ Motion by Jim Barron, seconded by Paul Pope to **accept Item 7 for information.**

⇒ Motion carried.

#### IV. CONSENT AGENDA

**Item 14** M 105 Contemporary Mathematics. Change prerequisite and course description.

**Item 21** HSTR 440 Topics in Southern Asia since 1750. Change title to Topics in Asian History and change course description.

**Item 31.a** HS 335 Introduction to Counseling. Change prerequisites.

**Item 31.b** HS 385 Behavioral Pharmacology and Human Services. Change prerequisites.

**Item 31.c** REHA 216 Introduction to Rehabilitation and Related Services. Change title to Psycho-Social Aspects of Rehabilitation and Addiction and change course description.

**Item 31.d** HS 485 Suicidal Ideation and Behaviors. Delete course.

**Item 31.e** REHA 298 Internship. Delete course.

**Item 31.f** REHA 298 Cooperative Education/Internship. Delete course.

**Item 31.g** REHA 303 Assistive Technology Applications Across the Lifespan. Delete course.

⇒ Motion by Cindy Dell, seconded by Paul Pope to **approve the consent agenda.**

⇒ Motion carried.

#### V. ITEMS – FIRST READING

**Item 12** AAS in Accounting Technology. Modification to an existing program.

**Item 12.a** ACTG 211 Income Tax Fundamentals. New course.

**Item 12.b** ACTG 102 Accounting Procedures II. Change course description.

**Item 12.c** ACTG 101 Accounting Procedures I. Change course description.

⇒ Motion by Paul Pope, seconded by Scott Butterfield to **approve Items 12 through 12.c on first reading.**

⇒ Motion carried.

⇒ Motion by Cindy Dell, seconded by Joy Honea to **waive second reading of Items 12 through 12.c.**

⇒ Motion carried.

**Item 15.b** BA Major in Biology. Modification to an existing program.

**Item 15.c** BS Major in Biology. Modification to an existing program.

⇒ Motion by Jim Barron, seconded by Joy Honea to **approve Items 15.b & 15.c on first reading.**

⇒ Motion carried.

⇒ Motion by Jim Barron, seconded by Paul Pope to **waive second reading of Items 15.b & 15.c.**

⇒ Motion carried.

**Item 17** AAS in Computer Systems Technology. Modification to an existing program.

**Item 17.a** Certificate of AS in Networking Technology. Modification to an existing program.

**Item 17.b** AS Program of Study in Networking Technology. Modification to an existing program, including title change.

**Item 17.c** ITS 257 Introduction to Computer Virtualization. New course.

**Item 17.d** NTS 204 CCNA 3: Scaling Networks. Change credits from 4 to 3.

**Item 17.e** NTS 205 CCNA 4: Connecting Networks. Change credits from 4 to 3.

**Item 17.f** ITS 266 CCNP: Troubleshooting. Delete course.

⇒ Motion by Paul Pope, seconded by Jim Barron to **approve Items 17 through 17.f on first reading.**

⇒ Motion carried.

⇒ Motion by Paul Pope, seconded by Kelly Shumway to **waive second reading of Items 17 through 17.f.**

⇒ Motion carried.

**Item 16** BA Major in Art. Modification to an existing program.

**Item 16.a** BFA Major in Art. Modification to an existing program.

**Item 16.b** BA Major in Art Education: K-12. Modification to an existing program.

**Item 16.c** ARTH 435 Art of the United States. Delete course.

**Item 16.d** ARTZ 273 Printmaking I-Lithography. Delete course.

**Item 16.e** ARTZ 105 Visual Language-Drawing. Change course description.

**Item 16.f** ARTZ 221 Painting I. Change course description.

**Item 16.g** ARTZ 311 Drawing II. Change course description.

**Item 16.h** ARTZ 321 Painting II. Change course description.

**Item 16.i** ARTZ 409 Advanced Professional Practices. Change course description.

**Item 16.j** ARTZ 410 Advanced Research-Drawing. Change course description.

**Item 16.k** ARTZ 420 Advanced Research-Painting. Change course description.

⇒ Motion by Cindy Dell, seconded by Paul Pope to **approve Items 16 through 16.k on first reading.**

The Art Department is now using HSTA 200 Historian as Detective as an option for their writing course.

⇒ Motion carried.

⇒ Motion by Paul Pope, seconded by Heather Thompson-Bahm to **waive second reading of Items 16 through 16.k.**

⇒ Motion carried.

**Item 28** BS Major in Outdoor Adventure Leadership. Modification to an existing program, includes adding a 2+2 “track” for Fire Science students.

⇒ Motion by Paul Pope, seconded by Scott Butterfield to **approve Item 28 on first reading.**

⇒ Motion carried.

⇒ Motion by Paul Pope, seconded by Joy Honea to **waive second reading of Item 28.**

⇒ Motion carried.

**Item 15** Teaching Minor in Earth Science. Modification to an existing program.

⇒ Motion by Jim Barron, seconded by Paul Pope to **approve Item 15 on first reading.**

⇒ Motion carried.

⇒ Motion by Jim Barron, seconded by Joy Honea to **waive second reading of Item 15.**

⇒ Motion carried.

**Item 31** BS Major in Human Services. Modification to an existing program.

⇒ Motion by Cindy Dell, seconded by Jim Barron to **approve Item 31 on first reading.**

⇒ Motion carried.

⇒ Motion by Joy Honea, seconded by Paul Pope to **waive second reading of Item 31.**

⇒ Motion carried.

**Item 15.a** BS Major in Chemistry. Modification to an existing program.

⇒ Motion by Paul Pope, seconded by Scott Butterfield to **approve Item 15.a on first reading.**

There was no one present to discuss this item.

⇒ Motion by Paul Pope, seconded by Scott Butterfield to **table Item 15.a until the next meeting.**

## VI. ITEMS – SECOND READING

**Item 25** Academic Senate Bylaws Article IV. Delete Library Committee.

**Item 25.a** Academic Senate Bylaws Article II Section A. Membership. Add Director of the Library to non-voting membership of the Senate. *Requires general faculty vote.*

Dr. Gilbertz noted that Library Director Darlene Hert has requested the Senate reconsider deleting the Library Committee. She will bring a proposal for changes to a future Senate meeting, so Item 25 and 25.a will be held until that time.

## VII. DISCUSSION/ACTION ITEMS

### A. CARE Gender/Tenure/Discipline Bias Report

There has been a complaint about the CARE grant award process about bias. Dr. Gilbertz asked Cindy Bell, Director of Grants & Sponsored Programs, to report on the awarding. Ms. Bell put together a short report on last 10 years of CARE grants, which the Executive Committee reviewed, and then asked for a more comprehensive report of as far back as we can go. The data seems to indicate there is a bias against the arts and humanities, compared to other disciplines. The application and/or evaluation sheet may be structured to lean toward the sciences, so Senators are asked to review those. The CARE Committee is made up of junior faculty, so we now have a tenured co-chair on the Committee. The Committee is also considering having faculty present their applications

in person to the Committee, as well as rewriting the bylaws to indicate which disciplines should be represented. Senators will review the report and it will be discussed further at the next meeting.

### **B. New Textbook Ordering Process**

The new system, where books are not stocked in the bookstore but rather ordered online by students, will begin for Spring 2018. Please get the word out to as many students as possible. It was noted that students will be expecting to walk into the bookstore and buy their books, often on the first day of classes, and now they will have to be ordered and shipped. Vice Chancellor for Student Affairs Joe Oravec stated that notices to students will be going out in a variety of ways, including emails from the bookstore and messages on D2L. Dr. Oravec urges faculty to let all students in their classes know as well.

### **C. Gen Ed Committee Recommendation to Administration on ETS Testing**

Jim Barron, Chair of the GEC, stated that they have been trying for some time to get student volunteers to take the ETS test, using incentives. Participation has been very low, but now we are up against the deadline for the accreditation report. The only method we have to assess Gen Ed right now is the ETS test, and the GEC recommends that we require all students to take the test after they have completed Gen Ed and before they graduate. The GEC is also unsure whether assessment of the Gen Ed program is within the Senate's purview. It was noted that the Senate may not make decisions on assessment of Gen Ed, but the Senate needs to know what's going on with the program. It was recommended that the GEC meet with Admissions & Records and anyone else who would be involved in implementation of the mandate.

Dr. Barron also noted that the GEC is proposing that students be given two options for the ETS test: test in person on one or two Saturdays, or online *proctored* testing where students would be required to pay the proctoring fee, around \$29. Distance students are already used to paying additional fees, and students who live in Billings would be motivated to take the in-person test.

It was stated that the elementary ed students should be excluded from the mandatory testing, since they already have to take the PRAXIS test which also covers Gen Ed.

### **D. Proposal from History Department: Eastern Montana State University**

The Community Task Force has discussed the idea of changing the name as well. It was agreed that the faculty should be surveyed about name changing.

⇒ Motion by Joy Honea, seconded by Cindy Dell that **the Senate arranges to poll the faculty on changing the University name.**

⇒ Motion carried.

The Senate will meet during Finals Week, December 14.

The meeting adjourned at 5:03 p.m.

rjrm