

ACADEMIC SENATE MINUTES

DATE: February 7, 2019

PRESENT: Suzette Nynas
Scott Butterfield
Keith Edgerton
Kelly Shumway
Rachael Waller
Darlene Hert (ex-officio)

Jim Barron
Kelly McCoy
Vern Gagnon
Paul Pope
Mary Susan Fishbaugh (ex-officio)
Sue Balter-Reitz (ex-officio)

ABSENT: Cindy Dell*
Sarah Keller*
Halle Keltner (student)
Ed Garding (ex-officio)*
Christine Shearer (ex-officio)
Melinda Arnold (ex-officio)*
David Buckingham (ex-officio)
* *excused*

Heather Thompson-Bahm*
Jennifer Lynn*
John Dorr (ex-officio)*
Joy Honea (ex-officio)*
Vicki Trier (ex-officio)
Trudy Collins (ex-officio)

GUESTS: Jodi Lightner
Lonnie Schrag

Amanda Standley
Anne Cole

PRESIDING: Jim Barron, Chair

Jim Barron called the meeting to order at 3:44 p.m. in the North Conference Room of the City College Health Science building.

I. ANNOUNCEMENTS

There are rumors circulating among the students that programs are going to be cut immediately, or this year. Vice Provost Sue Balter-Reitz noted that no programs will be cut this year, and she spoke with ASMSUB this week to allay any fears.

Darlene Hert, Director of the Library, stated that we are now in the Open Textbook Network, based out of the University of Minnesota. The textbooks available are peer reviewed and high quality.

II. ACCEPTANCE OF MINUTES

The minutes of January 24 were accepted as presented.

III. ITEMS – FIRST READING

Item 47 AHMS 255 Medical Transcription I. Delete course.

Item 47.a AHMS 105 Health Care Delivery. New course.

Item 47.b AHMS 154 Advanced Medical Terminology. New course.

Item 47.c AHMS 156 Medical Billing Fundamentals. New course.

Item 47.d AHMS 210 Basic Medical Coding. New course.

Item 47.e Certificate of AS in Medical Coding and Insurance Billing. Modification to an existing program, including change from Certificate to AAS.

⇒ Motion by Vern Gagnon, seconded by Paul Pope to **approve Items 47 through 47.e on first reading.**

Amanda Standley, City College, noted that the Certificate program's name is misleading, since almost no insurance billing is taught. She would like to expand the program from a one-year Certificate to a two-year AAS program, and include much more insurance billing content. Students coming into the program have very little knowledge of coding, insurance, or the medical field, so more content is definitely in high demand.

It was noted that the rationale includes references to another program modification that has since been withdrawn. A bit of clean up is in order. Ms. Standley agreed to send a cleaned up rationale.

⇒ Motion carried.

⇒ Motion by Vern Gagnon, seconded by Kelly Shumway to **waive second reading of Items 47 through 47.e.**

⇒ Motion carried.

IV. VICE PROVOST REPORT

Dr. Balter-Reitz noted that the strategic program alignment report is due to the Provost & Deans tomorrow (February 8). They will meet Monday to make recommendations to the Chancellor. All of the information will be available to faculty in a Box, soon.

V. CONSENT AGENDA

Item 34 RLST 245 Christianity. Change title to Global Christianity in an Intercultural World and change course description.

Item 35 EELE 201 Circuits I for Engineering. Delete course.

Item 48 HSTA & HSTR all 300 and 400 courses. Remove prerequisite of Consent of Instructor.

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

⇒ Motion carried.

VI. ITEMS – FIRST READING continued

Item 26 Gen Ed Course: ARTZ 106 Visual Language-2-D Foundations. Submit for category V.A. Fine Arts.

Item 26.a Gen Ed Course: ARTZ 108 Visual Language-3-D Foundations. Submit for category V.A. Fine Arts.

Item 45 ARTZ 101 Art Fundamentals. Delete course.

⇒ Motion by Paul Pope, seconded by Vern Gagnon to **approve Items 26, 26.a, and 45 on first reading.**

Jodi Lightner, Art Department, noted that they would like to add these two courses to Gen Ed because they will also count in the Art major. ARTZ 101 does not count in the Art major. It was noted that we have a number of students enrolled in ARTZ 101 through the Dual Credit program; perhaps the course should not be deleted. The Art Department could offer ARTZ 101 only through Dual Credit, making this the course's only purpose.

⇒ Motion withdrawn.

⇒ Motion by Kelly Shumway, seconded by Scott Butterfield to **approve Items 26 and 26.a on first reading.**

⇒ Motion carried.

⇒ Motion by Paul Pope, seconded by Vern Gagnon, to **waive second reading of Items 26 and 26.a.**

⇒ Motion carried.

⇒ Motion by Kelly Shumway, seconded by Paul Pope to **table Item 45 indefinitely.**

VII. DISCUSSION/ACTION ITEMS

A. Continued RD 101 Discussion

This will be a credit-bearing course that students need to pay for or cover with financial aid. Financial aid only covers courses in the plan of study or listed prerequisites. It was agreed that the best bet is to make RD 101 a prerequisite, perhaps of all courses. It was noted that this would be a huge undertaking, and a likely way to cover all students would be to add the reading course as a prerequisite for just Gen Ed courses. Dr. Barron will work with Ms. Cole to put together something to add to the Gen Ed section of the catalog.

B. Rubric Ownership Statement

This statement (below) will likely be used very little, as the situation will not come up often. However, it is important for faculty to know that we don't own rubrics.

Because public universities in Montana are governed as a system (Montana University System - MUS) by the Office of the Commissioner of Higher Education (OCHE), and because OCHE has instituted Common Course Numbering (CCN) with unique learning outcomes designated for each course, the CCN database of courses cannot contain two courses with different rubrics with similar learning outcomes.

Although rubrics (and course numbers) have traditionally been associated with specific departments and colleges for rational, content-specific reasons (for example, the rubrics BIOB and CHMY refer to courses in general biology and chemistry and are associated with the Department of Biological and Physical Sciences on the MSUB campus), it is the view of the Academic Senate that OCHE effectively "owns" the rubrics associated with the courses taught in the MUS, and not the separate, individual departments or colleges on any one campus. There is the potential for subject matter to cross disciplinary boundaries. Hypothetical examples might be a "History of Science" class or a "Business Communication" class. It is certainly possible that a set of learning outcomes may belong with a rubric associated with one department, and a different department may wish to offer a course with those learning outcomes (i.e., the Science department may want their students to take a course with a HSTR rubric if that course was a "History of Science" course). If the course is offered by the traditional department (i.e., the History department) then there is no conflict and science students can take that course, but if the course is NOT offered by the traditional department, and the other department wishes to offer it (and feels competent to do so), the traditional department should not prevent the course from being offered.

Should the instance ever arise where one department wanted to offer a course from a rubric traditionally associated with a different department, the Academic Senate expects that the traditional department will be consulted and that the two departments will work together to decide which department will teach the

course. In the case where the traditional department does not offer the course, and refuses to endorse the second department offering it, the Academic Senate may weigh in, but ultimately the dispute will be settled by the Provost.

No further action was taken.

C. Update to Curriculum Forms: Dean Level

The Senate does not have guidelines about how Deans can voice concerns regarding curriculum proposals, while at the same time not be allowed to veto those proposals. It was agreed that the forms will be updated to include check boxes of “Agree” and “Disagree” and a notation for comments at the Dean line.

The meeting adjourned at 5:02 p.m.

rjrm