

ACADEMIC SENATE MINUTES

DATE: March 14, 2013

PRESENT:	Scott Murray	Stephen Eliason
	Don Larsen	Sandie Rietz
	Barb Pedula	Susan Gilbertz
	Francisco Saldivar	Debra Johnson
	Doug Brown	Mark Hardt
	Bruce Brumley	Patricia Vettel-Becker
	Isaiah Garrison (student)	Diane Duin (ex-officio)
	Mike Campbell (ex-officio)	Mary Susan Fishbaugh (ex-officio)
	Marsha Riley (ex-officio)	David Gurchiek (ex-officio)
	Mark Pagano (ex-officio)	Matt Redinger (ex-officio)
	Terrie Iverson (ex-officio)	

ABSENT:	Craig McKenzie*	
	Tasneem Khaleel (ex-officio)*	Stacy Klippenstein (ex-officio)
	* <i>excused</i>	

GUESTS:	Michael Barber	Cheri Johannes
	Deb Peters	Mark Jacobson

PRESIDING: Bruce Brumley, Chair

Bruce Brumley called the meeting to order at 3:43 p.m. in the Chancellor's Conference Room.

The minutes of February 28 were accepted as presented.

I. ITEMS FOR INFORMATION

Item 50 Common Course Numbering:

ART to ARTZ
CRIM to SOCI, CJUS, PSCI
ENGL to CRWR, LING, WRIT, FILM
HADM to HADM

HHP to KIN, HTH, ACT, ECP, REC, CHTH, COA, HEE, AHAT, COMX
HS to HS
LS to LSCI
MSG to MSL
PARA to ECP
REHA to REHA
SPED to EDSP
AUTO to AST
DIES to DST
DRFT to DDSN
DSGN to DDSN, CSTN, CAPP, MART
HVAC to HVC

⇒ Motion by Scott Murray, seconded by Steve Eliason to **accept Item 50 for information.**

⇒ Motion carried.

Item 38 GEO 309 Sedimentation and Stratigraphy. Change prerequisite.

Item 38.a EARTH 401 Geologic Field Methods. Change prerequisite.

⇒ Motion by Sandie Rietz, seconded by Patricia Vettel-Becker to **accept Items 38 and 38.a for information.**

⇒ Motion carried.

Item 42 Teaching Minor in Mathematics. Modification to an existing program.

⇒ Motion by Scott Murray, seconded by Steve Eliason to **accept Item 42 for information.**

⇒ Motion carried.

Item 45 WRIT 104 Workplace Communications. Change course description.

⇒ Motion by Steve Eliason, seconded by Sandie Rietz to **accept Item 45 for information.**

⇒ Motion carried.

Item 46 AS Criminal Justice Plan of Study. New program.

⇒ Motion by Isaiah Garrison, seconded by Sandie Rietz to **accept Item 46 for information.**

⇒ Motion carried.

Item 47.a EDU 333 Reading and Writing Across the Curriculum. Change prerequisite.

Item 47.b EDU 430 Teaching Reading K-3. Change prerequisite.

Item 47.c EDU 432 Literature and Literacy for Young Adults. Change prerequisite.

Item 47.d EDU 435 Theories in Reading. Change prerequisite.

Item 47.e EDU 438 Literacy Assessment, Diagnosis and Instruction. Change prerequisite.

⇒ Motion by Scott Murray, seconded by Mark Hardt to **accept Items 47.a through 47.e for information.**

⇒ Motion carried.

Item 47 EDU 495D Student Teaching K-12. New course.

Item 48 BSEd Elementary Education/Reading Double Major K-8; K-12 Reading Endorsement. Modification to an existing program.

Item 48.a BSEd Secondary Education/Reading Double Major 5-12 and K-12 Reading Endorsement. Modification to an existing program.

Item 48.b Teaching Minor in Reading (K-12). Modification to an existing program.

⇒ Motion by Mark Hardt, seconded by Scott Murray to **accept Items 47 and 48 through 48.b for information.**

It was noted that there is an issue with the new course EDU 495D and students possibly needing to take an incomplete because the placements cannot be accomplished in one semester. The College of Education requested that Items 47, 48, and 48.a be pulled from the agenda and revised.

⇒ Motion and second regarding Items 47 and 48 through 48.b withdrawn.

⇒ Motion by Susan Gilbertz, seconded by Scott Murray to **accept Item 48.b for information.**

⇒ Motion carried.

Item 49 DENT 305 Introduction to Dental Hygiene Research. New course. (offered only online)

Item 49.a DENT 360 Educational Methods in Dental Hygiene. New course. (offered only online)

Item 49.b DENT 380 Contemporary Issues in Dental Hygiene. New course. (offered only online)

Item 49.c DENT 470 Leadership in Dental Hygiene. New course. (offered only online)

Item 49.d DENT 499A Capstone Part 1. New course.

Item 49.e DENT 499B Capstone Part 2. New course.

⇒ Motion by Mark Hardt, seconded by Susan Gilbertz to **accept Items 49 through 49.e for information.**

⇒ Motion carried.

II. PROVOST REPORT

A. Copyright, Online Courses, and BOR Policy (ongoing issue)

Dr. Pagano stated that the Commissioner's Office has put together a proposed policy and it is going out to the faculty unions and academic associations.

B. March BOR Meeting

The Minor in Women's Studies passed on first reading and is on the way to being approved. The Math Multiple Subject Teaching Option and the AAS in HVAC/R are in the process of being deleted.

III. COMMITTEE REPORTS

A. New 12 Credit "Plateau" Replaces the Flat Spot, effective Fall 2013

The Chancellor's Cabinet has officially decided we will now have a "plateau" rather than a "flat spot," so any number of credits enrolled over 12 costs the same. The BOR do have to approve this, in May, but we don't see any issue they would have a problem with.

IV. DISCUSSION/ACTION ITEMS

A. Discussions with guest Michael Barber, CIO

1. Possible Mandatory Online Fee for All Students

Dr. Barber stated that the discussion of making the online fee mandatory for all students, rather than only on courses taught online, started more than a year and a half ago. A presentation was made to the Budget Committee, but the proposal is held because we cannot propose new mandatory fees during a legislative session.

Changing the fee to mandatory will stabilize the online fee budget and lower the cost to the individual student. We don't know for sure, but the change is likely revenue-neutral.

It was noted that the students support the mandatory fee because they noticed students in face-to-face courses were benefitting from D2L components, but were not required to pay for them. Making the fee mandatory makes it fair.

Dr. Barber stated that since we cannot currently propose a mandatory fee, they decided to reduce the current per-credit online fee from \$40 to \$20. However, now President Cruzado is interested in the mandatory fee, and she is working with Commissioner Christian on the topic.

Dr. Barber noted that the funds from the online fee cannot be used for instruction, because if we do use those funds for instruction, we cannot count the FTE. However, a fair amount of money, that is, 30% of the fees gathered, is set aside for academics. That includes course conversion, eLearning coordinators, grad students and tutors, and conferences and professional development. The rest of the fee is distributed thusly: 57% to I.T., which pays for D2L, the Director of eLearning (currently an open position), and salaries for the eLearning support staff; and 13% to Student Affairs, who use it to fund support staff specifically dedicated to online students. Provost Pagano noted that since we currently have so many searches running, they plan to appoint an interim director for eLearning and run a search in the Fall.

2. Funding for Faculty Training for Better Online Courses

We do have a couple faculty members working with Penn State on a certification program. Penn State has built a certification program, and has agreed they will give it to us at no charge, once they have the program running. We are hoping for a Fall 2013 rollout, but it's not guaranteed.

3. Testing Center for Fall 2013

Dr. Barber stated that the funding is ready and we are prepared to hire for the testing center, but we have two major road blocks: space and BOR policy. The testing center will take up significant classroom space, and BOR policy is unclear on whether we can *require* online students to come to campus and take a test in person.

Cheri Johannes noted that if faculty are teaching online and planning to use proctored onsite tests, please let Admissions know. Many online students ask about this issue when registering for courses, because they may be unable to travel to Billings for testing.

V. ITEMS – FIRST READING

Item 40.a Grade Appeal Procedure. (Moving procedure from Student Affairs to Academic Affairs)

Item 40.b Campus Hearing Committee Guidelines/Format.

Item 40.c Campus Hearing Committee Hearing Guidelines/Format for Grade Appeals.

⇒ Motion by Mark Hardt, seconded by Susan Gilbertz to **approve Items 40.a through 40.c on first reading.**

Matt Redinger, Interim Vice Provost, stated that there has been a decision to move this procedure, which is an academic process, to Academic Affairs. The procedures are very similar to those used by Student Affairs.

⇒ Motion carried.

Item 51 Recommendation from Gen Ed Committee: Reducing Gen Ed from 37 credits to 31.

⇒ Motion by Mark Hardt, seconded by Scott Murray to **approve Item 51 on first reading.**

It was noted that the Senate needs to decide when the change would go into effect. We have all assumed it would be Fall 2013, but given that timeline, departments would not have time to make changes to programs. The Senate could add six credits of electives to every program, just so the credits would not be lost.

⇒ Motion carried with one opposed.

The meeting adjourned at 5:04 p.m.

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