

ACADEMIC SENATE MINUTES

DATE: October 22, 2015

PRESENT:	Tom Dell	Patricia Vettel-Becker
	A.J. Otjen	Francisco Saldivar
	Susan Gilbertz	James Barron
	Andrew Sullivan	Vern Gagnon
	Kelly Shumway	Paul Pope
	Sarah Keller	Stephen Coffman
	Kyla Chamberlain (student)	Kathe Gabel for D. Duin (ex-officio)
	Christine Shearer (ex-officio)	Barbara Wheeling (ex-officio)
	Mary Susan Fishbaugh (ex-officio)	Florence Garcia (ex-officio)
	Robert Hoar (ex-officio)	

ABSENT:	Cindy Dell*	Baudry Metangmo (student)*
	Diane Duin (ex-officio)*	Clifford Coppersmith (ex-officio)
	Matt Redinger (ex-officio)	Terrie Iverson (ex-officio)
	Joe Oravec (ex-officio)	

* *excused*

GUESTS:	Keith Edgerton	Mark Nook
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PRESIDING: Susan Gilbertz, Chair

Susan Gilbertz called the meeting to order at 3:50 p.m. in the South Conference Room of the City College Health Science Building.

The minutes of October 8 were accepted as presented.

I. CHANCELLOR REPORT

Dr. Nook reported that the Chicks in Science event is going to be renamed, to either Girls in Science or Girls 'n Science. They are also looking into more interactive exhibits at the junior high and high school levels, as well as a boys in science event.

Dr. Nook noted that he attended a meeting with the Downtown Business Alliance, Big Sky Economic Development, the Mayor, and the Chamber of Commerce, to talk about what's going on and where MSUB hopes to be in 10 years. There was a good response to our presentation and our Long Range Building Program goals. They were very happy to hear we want to take down the Poly Building as soon as we can. The Chamber of Commerce also had a strategic initiatives meeting—Chancellor Nook serves on their board. The local option tax, which required Montana legislative approval, failed last year, so instead the Chamber is moving forward with an initiative to improve flight service at the airport. This proposal starts with daily flight service to Dallas, which will make connecting to other flights to other places easier. The agreement, still in planning stages, would include payments to an airline if not all of the seats are filled.

II. PROVOST REPORT

A question was raised as to a rumor that there will be no sabbaticals awarded for the next year. Dr. Hoar stated that yes, sabbaticals will be awarded for next year if they are requested.

Dr. Hoar noted that at Executive Budget Council today they discussed the requests for instructional equipment. This process is funded by student fees so the funding is there. The request for proposals will be out soon and we do have a pretty quick turn-around on those. Provost Hoar would also like to begin a discussion with the Senate about what else needs funding beyond equipment. Dr. Gilbertz stated that, at a later meeting, the Senate should discuss high-impact projects for classrooms, and what funding would be needed.

Provost Hoar stated that the Student Success Committee report is on the Chancellor's desk and will be posted out on the web any day now. The budget-related recommendations will be discussed at University Budget Committee. Student Affairs has undertaken an effort to reach out to students who applied to MSUB and were accepted but did not attend college anywhere. Cheri Johannes, Registrar, will be sending out a request for faculty volunteers to help contact these prospective students on the evenings of October 27 and 28. The list of students includes a fair number who were eligible for the Promise Scholarship, which requires a 3.5 or better GPA in high school.

Dr. Hoar noted that the Honors Minor will be on the BOR agenda at the November meeting.

III. COMMITTEE REPORTS

None.

IV. ITEM – FIRST READING

Item 17 Communication Form. Revise to include additional directions.

⇒ Motion by Vern Gagnon, seconded by Paul Pope to **approve Item 17 on first reading.**

It was noted that the form does not indicate who exactly should sign for each college. It was agreed that the College Curriculum Committee Chair should sign, and that note will be added to the form for second reading.

It was stated that committees at any level need to be willing to send a curriculum change back if something needs fixing or a department wasn't notified.

It was further noted that this form is not intended to slow down the process. If a curriculum change is agreeable to another college but the consultation was done via email, attaching the email is acceptable documentation.

⇒ Motion carried.

V. ITEM – SECOND READING

Item 16 Academic Senate Bylaws Article IV. Standing Committees of the Academic Senate. Disband 1. Academic Computing & Allied Technology Committee.

⇒ Motion by Kelly Shumway, seconded by Francisco Saldivar to **approve Item 16 on second reading.**

⇒ Motion carried.

VI. DISCUSSION/ACTION ITEMS

A. Approval of Sabbatical Committee Nominees

It was noted that the Provost will form a committee of four or five members from the ten nominees provided by the Senate.

⇒ Motion by Steve Coffman, seconded by Sarah Keller to **approve the Sabbatical Nominee List.**

⇒ Motion carried.

B. Reallocation of Salary Savings Resulting from Retirements (CAS Reorganization)

Keith Edgerton, Chair of History, handed out a copy of MSUB Administrative Services Policy Number 702.3: Salary Salvage and Vacancy Savings. This policy, effective July, 1990, and revised January, 2014, states that salary salvage (funding saved by a difference in salary from a leaving faculty or staff member and a newly hired faculty or staff member) is an institutional resource and will be removed from departmental budgets. Dr. Edgerton noted that long-serving faculty members at MSUB often postpone retirement because they fear once they do retire, the funding for their lines and perhaps their programs will be reallocated to other areas, effectively bringing an end to the programs. Most people on campus were not aware of policy 702.3, but perhaps it should be revised.

Dr. Gilbertz noted that a particular facet of this issue concerns the Senate, because it is difficult for departments to plan down the road if they don't know how many faculty they will have. How can you plan staffing five years out if you don't know what your staff will look like five years out?

The question was raised as to whether faculty salary salvage could be used for administrative salary. It was responded that yes, according to this policy, any salary salvage is returned to the general fund. However, in practice, salary salvage from faculty lines stays under the Provost within the general fund.

It was suggested the policy be revised so salary salvage remains in the college it came from. However, this may impede the administration, since there are other uses for salary salvage beyond hiring new faculty and staff. For instance, the state will authorize a raise but require MSUB to fund a percentage of that raise. Salary salvage can be used to fund the difference. We don't want to get in a situation where people cannot receive a raise because there is no salary salvage available within their college. It was noted that the Senate could advocate for a process where each salary salvage move is justified.

The question was raised as to how this policy came to be. What process was used? Dr. Nook suggested that the Senate representatives to the University Budget Committee bring this policy before the UBC for discussion. Dr. Edgerton stated he would draft a recommendation for the Senate to consider in directing the UBC representatives regarding the salary salvage policy.

At the next meeting, the Senate must discuss curricular proposal issues with a CAHP program that does not have a faculty department chair.

The meeting adjourned at 5:02 p.m.

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