

## ACADEMIC SENATE MINUTES

**DATE:** September 8, 2016

**PRESENT:** Tom Dell  
Cindy Dell  
Susan Gilbertz  
Andrew Sullivan  
Kelly Shumway  
Stephen Coffman  
Diane Duin (ex-officio)  
Barbara Wheeling (ex-officio)  
Robert Hoar (ex-officio)

A.J. Otjen  
Francisco Saldivar  
James Barron  
Vern Gagnon  
Paul Pope  
Greg Dicharry (student)  
Christine Shearer (ex-officio)  
Mary Susan Fishbaugh (ex-officio)  
Matt Redinger (ex-officio)

**ABSENT:** Clifford Coppersmith (ex-officio)  
Joe Oravec (ex-officio)

*\* excused*

**GUESTS:** Cheri Johannes  
Florence Garcia

**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 May 12, May 20, and August 31 were accepted as presented.

### I. PROVOST REPORT

Dr. Hoar noted that Dr. Gilbertz has requested he address three catalog issues: combining the undergraduate, City College, and graduate catalogs into one; making the catalog annual; and researching electronic curriculum submission software. He will work on these issues and report at the next meeting.

Next week the BOR will meet at City College. There is an open house on Wednesday, September 14 in McDonald Hall to show off the new TEAL classroom as well as the

Business Hall of Fame. As for academic items on the BOR agenda, the RN to BSN program will be up for consideration.

MSUB will be putting forward an Intent to Plan for a graduate level occupational therapy program. That proposal is not on next week's agenda, but there will likely be a lot of healthcare related talk at the meeting. The change in the BOR program proposal process began in April and May, and at that time the Provosts of U of M and MSU both turned over, so the transition has not been smooth.

Enrollment at this time is still under wraps, until we reach the 15<sup>th</sup> day.

Digital Measures, the faculty activity software, is here. I.T. is working with them right now, and apparently the software is exceptionally flexible. It will be available to all faculty very soon, but the Department of Health & Human Performance and the College of Business will be piloting using the software for tenure and rank reviews.

## II. ITEMS FOR INFORMATION

### **Item 4** Committee Report for 2015-2016: Commencement Committee.

Feedback on 2016 Commencement included:

- Not enough room for faculty to line up in a single line to greet students. May need to be two lines.
- The graduate hooding was clunky, because the student being hooded had been named two students ago. Needs to be smoother.

⇒ Motion by Vern Gagnon, seconded by Paul Pope to **accept Item 4 for information.**

⇒ Motion carried.

### **Item 5** Committee Report for 2015-2016: Academic Standards & Scholastic Standing Committee.

It was noted that almost all of the 331 petitions to add, drop, or withdraw from a course were approved. If all of these granted petitions go against the policy, what is the point of having the policy? It was cited that John Gardner encouraged us to review all policies, and he pointed out the late add policy in particular as not helpful to students.

It was also noted that, at the Spring Convocation, a student received an award and three different faculty knew the student as having cheated in their class. We need a campus-wide system of notification so that does not happen again.

⇒ Motion by Paul Pope, seconded by Kelly Shumway to **accept Item 5 for information.**

⇒ Motion carried.

### III. DISCUSSION/ACTION ITEMS

#### A. Senate Representatives to UBC

Francisco Saldivar and Cindy Dell volunteered to serve as Senate's representatives.

It was noted that faculty participation in the University Budget Committee is important, since the group has approximately 30 members and only 6 or 7 of them are faculty.

#### B. Add & Drop Policies

The current deadline for adding a course without instructor permission is 7 academic working days. It was noted that allowing students to enter a course late does not contribute to student success, so what is the point where students should not be allowed to add a course? We do need to have flexibility, but reaching the point where flexibility becomes a problem is an issue. It was cited that the late-add policy was created before online courses, and entering an online course late is even worse than an on-site course. It was further noted that we have a mix of students who are trying to late-add for two reasons: either they have registered for other courses and just need to switch something or they have just decided, days into the semester, that they should go to college and jump in haphazardly. Our policy needs to cover all of the above. It was stated that we should never allow a student into a course late just because we need the FTE, because in the end we will lose on retention. However, that may have been the mindset in recent years, to get as much FTE as possible. We need to look at the research and best practices.

It was suggested that, as per John Gardner's recommendation, a work group needs to be formed to review academic policies, with the add and drop policies in particular focus. Dr. Gilbertz stated that she would request that the Chancellor form such a group, and that the group should review any relevant data, such as what is provided in the Academic Standards & Scholastic Standing Committee report.

#### C. OpenStax for Textbooks

Jim Barron noted that he learned of OpenStax about a year ago. It is an online storehouse, built with grants, based on the concept that these charitable foundations would pay people to write textbooks which will be hosted online, free, forever. Many of our Gen Ed topics are included, and the biology and chemistry texts he has reviewed are just as good as the existing printed materials. They also offer built in links to videos and instructors can even bundle homework with the text, which can be graded by the program rather than the instructor. This semester, Dr. Barron has used OpenStax for all the courses he is able. It was noted that this could be an incredible marketing strategy for

MSUB—all of our Gen Ed courses have free textbooks! If we get the word out now, we could shoot for Spring 2017 for some of our Gen Ed offerings to take advantage.

Dr. Hoar suggested that the faculty be invited to discuss OpenStax at some sort of meeting. Gardner pointed out that we need to get together more often, so a meeting would be more effective than an email. Dr. Hoar and Dr. Barron will work on this project.

#### IV. NEW BUSINESS

Many, many classrooms on campus are without clocks of any kind. Dr. Hoar noted that the clocks have been ordered, but he will follow up.

The meeting adjourned at 4:58 p.m.

rjrm