

ACADEMIC SENATE MINUTES

DATE: October 18, 2018

PRESENT:	Jim Barron	Scott Butterfield
	Cindy Dell	Kelly McCoy
	Keith Edgerton	Sarah Keller
	Vern Gagnon	Paul Pope
	Melinda Arnold (ex-officio)	Sue Balter-Reitz (ex-officio)
	Darlene Hert (ex-officio)	

ABSENT:	Suzette Nynas*	Heather Thompson-Bahm*
	Kelly Shumway*	Jennifer Lynn*
	Rachael Waller*	Halle Keltner (student)
	John Dorr (ex-officio)	Christine Shearer (ex-officio)
	Ed Garding (ex-officio)	Mary Susan Fishbaugh (ex-officio)*
	Florence Garcia (ex-officio)	Joy Honea (ex-officio)
	Trudy Collins (ex-officio)	David Buckingham (ex-officio)

* *excused*

GUESTS:	Dan Edelman	Kevin Nemeth
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PRESIDING: Jim Barron, Chair

Jim Barron called the meeting to order at 3:40 p.m. in the City College Health Science South Conference Room.

I. ANNOUNCEMENTS

Saturday (October 20) is Refresh the Rims, from 7:00 a.m. to 1:00 p.m. The Outdoor Adventure Leadership students lead this clean up of the Rims.

City College day is also Saturday, from 10:00 a.m. to 1:00 p.m. It will include faculty demonstrations and all sorts of enticing topics for the public and potential students.

II. ACCEPTANCE OF MINUTES

The minutes of October 4 were accepted as presented.

III. CHANCELLOR REPORT

Dr. Edelman stated that we have completed our accreditation visit with NWCCU. We have four recommendations and two commendations. The recommendations included (1) developing core theme trackers; (2) stabilizing the administration; (3) developing accurate job descriptions; and (4) proceeding with strategic planning, working with outside entities. We were commended on the commitment of our faculty and staff, and we were also commended on the depth and breadth of data we have available.

Chancellor Edelman stated that our previous strategic plan became an issue, because we created it and then put it on a shelf; no action was taken. Fortunately, our campus groups all shared with the accreditors where we are headed. The accreditors have also given us a great opportunity. They have proposed to work with us, cost free except for airline travel, on a pilot to align with our strategic plan and assess progress. They think we are in a unique position to set a new precedent, and they would like to write a paper about us, once finished.

Regarding strategic planning, we had one session in September and we will have a second session at the end of October. The accreditors were very pleased that we included off-campus groups in our planning and the Community Task Force in 2017. Dr. Edelman will meet with the Community Task Force on November 13.

Today on campus we had the Big Sky Economic Development annual meeting, which included three sitting governors. This event brought over 300 people to campus and the excitement is spreading about MSUB. Dr. Edelman is challenging his Cabinet members to be representatives at our many events, because there is no way he can make it to all of them. He also has tickets to all the athletics events, so Senators are invited to come to the Chancellor's Office to get one or two. Please use them to take a community member, donor, or student to an event!

The Montana VA will soon have an office on our campus, across the hall from the Veterans Center in the COE. People will be able to access their service here, and also MSUB offerings.

Chancellor Edelman's primary goal for our new Provost will be program prioritization. We will need to make some tough, demanding decisions, but we need to do the right thing. Programs that do not lead to jobs will be carefully reviewed, but just because there are not a lot of jobs in a discipline does not mean it will be automatically cut. We will not become an entirely vocational school.

IV. PROVOST REPORT

Melinda Arnold noted that this is day nine for her at MSUB. She has been getting out and meeting as many people as possible, especially faculty.

The open dean positions will be filled as quickly as possible. The City College dean search has candidates on campus this week and next week, and Dr. Arnold expects to make a decision within two weeks of those candidate visits. The College of Business dean will be next, and she is currently working on the position description. The search committee has not yet been formed, but Sue Balter-Reitz will chair it. The College of Allied Health Professions dean will be next. Dr. Arnold is hoping for a July 1 start for all of them, but will push for an earlier start as well.

V. OTHER REPORTS

Cindy Dell reported that the A&SC 111 ad hoc committee will be getting together at the end of October. The group includes Dr. Dell; Suzette Nynas, Senator; Cheri Johannes, Registrar; and Anna Gonzalez, Advising and Career Services.

VI. DISCUSSION/ACTION ITEMS

A. Revise Sabbatical Committee Nominee List

It was noted that the Provost appoints the Sabbatical Committee, but the Faculty Association contract states that the list of nominees will come from the Senate. At the last meeting, the Senate agreed all nominees should be tenured, and that we should have all four (Faculty Association) colleges represented. We have nine names at this point:

1. Ying Wang
2. Sarah Keller
3. Keith Edgerton
4. Tom Rust
5. Bernie Quetchenbach
6. Rakesh Sah
7. Mike Campbell
8. Rachael Waller
9. Suzette Nynas

Jim Barron volunteered to be the tenth name.

It was cited that City College faculty have a conflict voting on this list because they would be voting on something that concerns a different union.

⇒ Motion by Cindy Dell, seconded by Paul Pope to **approve the list of ten names.**

⇒ Motion carried with 2 abstentions.

VII. ITEMS – FIRST READING

Item 12.d COMT 501 Communication Law & Ethics. New course.

Item 12.e COMT 527 Public Relations Ethics. Delete course.

Item 12.f COMT 529 The Law of Public Communication. Delete course.

Item 12.g MS in Public Relations. Modification to an existing program.

⇒ Motion by Vern Gagnon, seconded by Paul Pope to **approve Items 12.d through 12.g on first reading.**

These changes reduce the number of choices in restricted electives, but the total credits stay the same.

⇒ Motion carried.

⇒ Motion by Paul Pope, seconded by Cindy Dell to **waive second reading of Items 12.d through 12.g.**

⇒ Motion carried.

Item 46 BS Major in Public Relations. Modification to an existing program.

Item 46.a COMX 431 Communicating Online. Change title and course description.

Item 46.b COMX 481 Media for Social Change. Change title and course description.

Item 46.c COMX 460 Research Methods. New course.

⇒ Motion by Vern Gagnon, seconded by Scott Butterfield to **approve Items 46 through 46.c on first reading.**

Statistics have been removed and research methods added. COMX 460 will be stacked with COMT 502 Research Methods (an existing grad course).

⇒ Motion carried.

⇒ Motion by Cindy Dell, seconded by Paul Pope to **waive second reading of Items 46 through 46.c.**

⇒ Motion carried.

Item 12 COMX 401 Communication Law & Ethics. New course.

Item 12.a COMX 429 The Law of Public Communication. Delete course.

Item 12.b COMX 457 Public Relations Ethics. Delete course.

Item 12.c BA Major in Communication Arts Media Studies Option. Modification to an existing program.

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

⇒ Motion carried.

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

⇒ Motion carried.

Item 13 Certificate in Digital Health Communication. New program.

Item 13.a COMX 231 Introduction to New Media Skills. New course.

Item 13.c COMX 232 Introduction to Visual Storytelling. New course.

Item 13.d COMX 280 Introduction to Health Communication. New course.

⇒ Motion by Paul Pope, seconded by Cindy Dell to **approve Items 13 through 13.d on first reading.**

This program will be run through Extended Campus, but the credits do count, they are just paid for differently. Employers will likely pay for their employees to earn this certificate. Graduates of this program will be able to go on and earn a bachelor's in communication.

⇒ Motion carried.

⇒ Motion by Vern Gagnon, seconded by Cindy Dell to **waive second reading of Items 13 through 13.d.**

⇒ Motion carried.

Item 8 BA major in Communication Arts Theatre Option. Delete program. (Moratorium processed Spring 2015)

Item 8.a Minor in Communication Arts Theatre Option. Delete program. (Moratorium processed Spring 2015)

⇒ Motion by Cindy Dell, seconded by Scott Butterfield to **approve Items 8 & 8.a on first reading.**

As per the Senate policy on expired moratoriums, Ms. Rabe Meduna filled out this paperwork and asked the departments to sign off.

⇒ Motion carried.

⇒ Motion by Vern Gagnon, seconded by Scott Butterfield to **waive second reading of Items 8 & 8.a.**

⇒ Motion carried.

Item 8.c Certificate of Applied Science Office Assistant. Delete program. (Moratorium processed Spring 2015)

⇒ Motion by Vern Gagnon, seconded by Cindy Dell to **approve Item 8.c on first reading.**

⇒ Motion carried.

⇒ Motion by Paul Pope, seconded by Vern Gagnon to **waive second reading of Item 8.c.**

⇒ Motion carried.

Item 16 ETEC 103 AC/DC Electronics II. Change prerequisite.

Item 16.a ETEC 192 Fundamentals of Energy Technicians I. Change title to Fundamental of Electrical Technicians I, change credits from 4 to 3, and change course description.

Item 16.b ETEC 193 Fundamentals of Energy Technicians II. Change title to Fundamentals of Electrical Technicians II, change credits from 4 to 3, and change course description.

Item 16.c ELCT 241 Electric Motor Controls. Remove prerequisite.

Item 16.d AAS in Sustainable Energy Technician. Modification to an existing program, including degree name change to AAS in Instrument & Electrical Technician.

Item 16.e Certificate of AS in Energy Technician. Modification to an existing program.

Item 16.f Certificate of Technical Studies in Energy Technician. Delete program.

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

The Sustainable Energy program was focused on wind energy, and there are very few jobs available with very little turn over. So, the programs are changing to an electrical and instrumentation focus. This program change was put together by a process plant faculty before he left City College, so there is a lot of overlap with process plant, and as a result, instructional cost has been reduced. Total credits for the AAS went from 65 to 61. The sustainable energy courses will be on a teach-out for the next two semesters, but afterward, many of those courses will be deleted. The Certificate of AS in Energy Technician will now lead to an electrician apprenticeship, and we are working toward written agreements with the electrician's union.

⇒ Motion carried.

⇒ Motion by Scott Butterfield, seconded by Cindy Dell to **waive second reading of Items 16 through 16.f.**

⇒ Motion carried.

VIII. DISCUSSION/ACTION ITEMS continued

B. Sabbatical Committee Nominees Policy

We have already discussed the need for a policy to guide how we choose faculty for the nominee list.

The following language was proposed (Item 25):

Annually, the Academic Senate provides a list of ten names for service on the Sabbatical Committee, as per the Faculty Association CBA. The Senate will appoint only tenured faculty from the Faculty Association to this list. Also, the list will include faculty from each of the four colleges when possible.

⇒ Motion by Keith Edgerton seconded by Scott Butterfield to **approve the above language** (Item 25) **as the policy**.

⇒ Motion carried.

C. Can a department offer a course under another department's rubric?

With Common Course Numbering, we now have access to courses taught by other units in the Montana University System. If a faculty member at MSUB decides to teach a course—and is qualified to do so—in a rubric not held by his or her department, what happens? If that rubric is held by a department at MSUB, but that particular course is not being offered, that department which holds the rubric should be consulted. However, a department should not be able to hold back another department's request for a new course, especially just because they would want to keep anyone from teaching the course if they cannot teach it.

This topic will be discussed in depth at a future meeting.

The meeting adjourned at 5:04 p.m.

rjrm