

**ACADEMIC SENATE MINUTES**

**DATE:** March 19, 2026

**PRESENT:** Matt Queen  
Mel Walker  
John Pannell  
Melissa Boehm  
Kurt Toenjes (ex-officio)  
Susan Gilbertz (ex-officio)  
Vern Gagnon (ex-officio)  
Kim Hayworth (ex-officio)  
Eileen Wright (ex-officio)

Debra Schoenfeld  
Kari Dahle-Huff  
Christine Whitlatch  
Sue Balter-Reitz  
Tami Haaland (ex-officio)  
Melanie Reaves (ex-officio)  
Leslie Weldon (ex-officio)  
Sam Boerboom (ex-officio)

**ABSENT:** Suzette Nynas\*  
Jen Lynn\*  
Elijah Sneigoski (student)\*  
Lee Vartanian (ex-officio)\*  
\* *excused*

Joseph Bryan\*  
Heather Thompson-Bahm\*  
Alexandra Slade (student)\*

**GUESTS:** Kathleen Thatcher  
Bre Griffin

**PRESIDING:** Melissa Boehm, Vice Chair

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Melissa Boehm called the meeting to order at 3:40 p.m. in the City College Health Science South Conference room.

I. ANNOUNCEMENTS

None

II. ACCEPTANCE OF MINUTES

The minutes of February 19 were accepted as presented.

### III. PROVOST & VICE CHANCELLOR REPORTS

#### **Lee Vartanian, Provost & Vice Chancellor for Academic Affairs**

Dr. Vartanian is unable to attend today, but a brief report is attached to these minutes.

#### **Leslie Weldon, Vice Chancellor for Administration & Finance**

Vice Chancellor Weldon noted that we have received some approvals through the Board of Regents. The planning and design of the sculpture and ceramic studio building was approved, and the Foundation has raised about \$7 million toward that construction. An agreement with RVU was also approved by the BOR.

Business Services is updating our tuition and fees. Please be sure to review your current course fees as part of this process.

The second phase of the water main construction will begin this summer, between McMullen and the Student Union and possibly some areas of Peaks to Plains.

A motorcycle safety project was funded by the legislature. Entities that will be working on that project have been working with Dean Vern Gagnon, as the center will be at City College.

Budget books are out and are due by the end of March.

The Chief Information Officer search continues. They will be scheduling a second round of interviews soon.

#### **Kim Hayworth, Vice Chancellor for Student Access & Success**

Vice Chancellor Hayworth stated they received results from the survey of students with disabilities, and our services were all ranked high. There were also 81 faculty members surveyed, and 34% of them responded. The faculty results indicated they thought 92% of our students who request disability support receive timely service. Next time, this survey will be expanded to all faculty.

Thank you to those who nominated students for the Golden Merit and Outstanding Undergraduate Student Leadership awards. These awards will be presented at the Student Leadership Awards in April.

There will be a test of the Emergency Notification System, including text messages and phones in classrooms, on Wednesday, March 25 at about 10:00 a.m.

Preview Day will be March 27, and they have more than 200 prospective students booked for the event.

Student Health Services will hold a blood drive in partnership with Vitalant on April 2.

MSUB is sponsoring a leadership conference in May from Brene Brown called “Dare to Lead.” Cost is \$400 and only 40 seats are available. This conference is also open to the community.

#### IV. OTHER REPORTS

None

#### V. ITEMS FOR APPROVAL

Title	Status	Received	Request Type
Grad Catalog Policy: Course Load Limits	Added	3/10/2026	Policy
Grad Catalog Policy: Graduate Transfer Credit Policy	Added	3/10/2026	Policy
Grad Catalog Policy: Undergraduate Credits Applied Toward Graduate Degrees	Added	3/10/2026	Policy

⇒ Motion by Sue Balter-Reitz, seconded by John Pannell to **approve the three policy changes.**

Sam Boerboom, Director of Graduate Studies, noted that these are all clarifications on existing policy. The first policy retains the limit of 15 credits per semester, but now internships are excluded from this limit. The second policy limits transfer credits to 12, and individual programs can make this limit more strict if they wish. The third policy caps undergraduate credits used for a graduate degree at 9 if they are not used toward an undergraduate program. This policy also explicitly states that 3+2 programs are governed by different policies.

⇒ Motion carried.

#### VI. OLD BUSINESS

Matt Queen, Chair of the TCE Committee, noted that they got the call for COLS 108 proposals out and have scheduled 22 sections, which is more than last time. Both the proposer and their Department Chair were asked to work with the Committee to schedule. The Committee also met with Advising to increase promotion of the course.

The meeting adjourned at 3:57 p.m.

rjrm

Hi Suzette,

I will not be at this week's Senate meeting. Below are some announcements to share:

- The university is collaborating with [CampusWorks](#) to launch a Process Reimagine and Redesign (PRR) project aimed at enhancing the student experience. This initiative will explore how our students navigate their journey from application to degree completion, focus on essential processes (admissions, financial aid, registration, advising) and pinpoint obstacles and challenges that can be overcome and reduced. Faculty input is essential. Dr. Nynas, Dr. Honea, Mr. Brumley, and the provost are meeting with Dr. Sydney Beeler, the Project Lead from CampusWorks, next week to discuss the process and faculty participation. I encourage everyone to participate in the kick-off meeting on Tuesday, March 31 at 2:00 in the Glacier Room.
- OCHE is partnering with the National Academic Advising Association (NACADA) to facilitate the **Montana Holistic Advising Institute** June 1-3 in Bozeman. We are bringing a large, diverse group of individuals who serve students in various checkpoints along their academic path. Four faculty members will be participating.

Wishing you a productive meeting!

Lee