

ACADEMIC SENATE MINUTES

DATE: January 21, 2016

PRESENT: Tom Dell Patricia Vettel-Becker
A.J. Otjen Cindy Dell
Francisco Saldivar Susan Gilbertz
James Barron Andrew Sullivan
Vern Gagnon Kelly Shumway
Paul Pope Sarah Keller
Stephen Coffman Baudry Metangmo (student)
Sonja Choriki (student) Diane Duin (ex-officio)
Christine Shearer (ex-officio) Barbara Wheeling (ex-officio)
Mary Susan Fishbaugh (ex-officio) Clifford Coppersmith (ex-officio)
Robert Hoar (ex-officio) Matt Redinger (ex-officio)

ABSENT: Terrie Iverson (ex-officio) Joe Oravec (ex-officio)
* *excused*

GUESTS: Cheri Johannes Mark Nook
Joy Honea

PRESIDING: Susan Gilbertz, Chair

Susan Gilbertz called the meeting to order at 3:41 p.m. in the Chancellor's Conference Room.

The minutes of December 10 were accepted as presented.

I. CHANCELLOR REPORT

Chancellor Nook stated that our enrollment for Spring is doing OK. It's not great, but it's pretty OK. For total FTE, they had budgeted for about 3,150 and we are currently at 3,252.

Dr. Nook noted that we have heard from the Commissioner's Office (OCHE) that we will receive all of our performance based funding. That amount is about \$740,000 and we

have to spend it by June 30, 2016. In preparation for this possibility, the UBC did put together a list of things we could use this money for, should we receive it, so those items will now be discussed. Dr. Gilbertz noted that this will be a new reality for us: every year they will hold aside funding and see how we do based on the performance measures. OCHE discovered that many of our “lost” students were still within the University System, so OCHE doesn’t consider them lost. Regarding the funding, it can be used for curriculum development and enhancements, just not over time since it must be spent this year. One strategy suggested is shadow possibilities in a syllabus, and if funding comes through at this time of the year, those possibilities can become projects in the classroom.

Dr. Nook cited that we can put some of this funding into scholarships, and in that way hold it over to the following year. OCHE also wants us to work on retention, so some funding will go to that aim. The Chancellor stated that in the future, we can probably build part of the performance based funding into our budget and treat it as “one time only” funding.

Chancellor Nook also noted that a request was made to add the Montana Center’s award for assisting disabled students to the Faculty Excellence dinner, which brought about the problem that we have no process to decide which awards MSUB will award. We have processes to pick the winners of those awards, but not to weigh the importance of the awards themselves. Do we have too many? Too few? We need a group that reviews the awards from time to time. The Senate will discuss a subcommittee at a future meeting.

Dr. Nook also made the following announcements:

- Budget Updates will be on February 16 at 2:15 p.m. on the east campus and 3:45 p.m. at City College.
- The Governor made a visit to City College today and the faculty and staff did a wonderful job.
- Foundation Executive Director Chuck Wendt retired in December. The Foundation Board Chair and Vice Chair are working toward opening the position in February.

II. PROVOST REPORT

Provost Hoar noted that in regards to our Spring enrollment, Cheri Johannes, Registrar, discovered that almost all students who had not yet registered for Spring but were expected to, all had holds on their accounts. The Deans Council will be looking at those holds, because we don’t want to hold a student’s ability to register if it’s inappropriate. There are other types of holds, such as graduation holds, that can be used.

III. COMMITTEE/OTHER REPORTS

None.

IV. ITEMS FOR INFORMATION

Item 29 Master of Public Administration. Placing program on moratorium. For information only.

⇒ Motion by Cindy Dell, seconded by Jim Barron to **accept Item 29 for information.**

Dr. Hoar noted that with a moratorium, we retain the authority to offer the program but do not enroll students.

⇒ Motion carried.

Item 39 Emeritus Nomination: Russell Lord, Department of Health & Human Performance, College of Allied Health Professions. For information.

⇒ Motion by Vern Gagnon, seconded by Paul Pope to **accept Item 39.**

⇒ Motion carried.

It was noted that another emeritus nomination that has come forward. Joy Honea, Chair of Social Sciences and Cultural Studies, apologized for not having the nomination of Jeffery Sanders in earlier. Dr. Sanders will be retiring this summer, and the Department would like to add his emeritus award to the Commencement ceremonies.

Chancellor Nook noted that under the current emeritus policy, the faculty member being nominated does not have to be currently employed. The nominations can take place after the person has retired. There are also options beyond Commencement for presenting the award, such as a private ceremony, a ceremony as part of our Fall convocations, or even at the Faculty Excellence dinner.

⇒ Motion by Jim Barron, seconded by Cindy Dell that the Senate **accept the emeritus nomination of Dr. Jeffrey Sanders [Item 40].**

⇒ Motion carried.

V. ITEM – FIRST READING

Item 35 Academic Senate Bylaws Article III. Organization of the Academic Senate Section A. Officers. Changes to Chair Elect procedures to resolve issues with term expirations and term limits. *Requires general faculty vote.*

Several edits were made to the proposed language.

⇒ Motion by Paul Pope, seconded by Steve Coffman to **approve Item 35 as amended on first reading.**

⇒ Motion carried.

VI. DISCUSSION/ACTION ITEMS

A. Determine Process to Delete a Course with No Academic Home

Dr. Gilbertz noted there is no report yet, but Vice Chancellor for Student Affairs Joe Oravec is looking into the issue.

B. Prior Learning Assessment (PLA) University-Wide Protocols

We are going to have to deal with PLA, and we are going to need a campus group to do so. The system-wide effort set a basic framework, but we need to form academic policies and procedures for MSUB. Dr. Johannes noted that some procedures are already in place since Admissions & Records has been handling these for many years. We are, in fact, ahead of many other units in the system in that regard. It was noted that we may need a standing committee of the Senate to handle these, to develop policy, and to create a faculty review system. It was agreed that the Senate Executive Committee will hold a meeting to discuss how a PLA Senate standing committee should be structured and charged. It was further noted that the committee should include someone very familiar with NWCCU requirements as well as faculty from areas that will likely see a lot of PLA.

C. High-Impact Classroom Projects beyond Equipment Fee Requests

This year when the equipment fee requests went out from the Provost, there was also a call for proposals that would not come from equipment fees. Now, with this performance based funding coming through, faculty need to be thinking about non-equipment related classroom enhancements. That funding can even be used to compensate faculty while they rethink their courses to change them in powerful ways. We need to spread the word among colleagues that there is funding available and get people thinking about new ways to teach. When a new idea proves to be a good one, we need to find ways to spread it around! We need to develop a culture on our campus of enlivening programs and courses. Provost Hoar noted that we can grow by retaining more of our students, and exciting courses are a major part of that.

The meeting adjourned at 4:53 p.m.

rjrm

Includes Unpaid Students

MSU Billings
Registration Report
Spring 2016

	Current Semester	Previous Spring Semester: 20 Days to 15th Day	Previous Spring 15th Day	OCHE Target Spring 2016	Internal Target Spring 2016	Difference Current - Prev Day	Difference Current - Prev Sem	Difference Current - 15th Day	Difference Current - OCHE Target	Difference Current - Internal Target
Headcount										
University Campus	2,981	3,228	3,151			14	-247	-170		
Undergraduate	2,542	2,771	2,766			11	-229	-224		
Graduate	439	457	385			3	-18	54		
City College	1,272	1,205				11	67	1,272		
Undergraduate	1,216	1,157	1,164			9	59	52		
Graduate	56	48				2	8	56		
Total	4,253	4,433	3,151			25	-180	1,102		
Undergraduate	3,758	3,928	3,930			20	-170	-172		
Graduate	495	505	385			5	-10	110		
FTE										
University Campus	2,548.24	2,760.53	2,677.14	2,604.00	2,604.00	21.27	-212.29	-128.90	-55.76	-55.76
Undergraduate	2,355.07	2,544.53	2,467.47	2,405.00	2,405.00	21.27	-189.46	-112.40	-49.93	-49.93
Graduate	193.17	216.00	209.67	199.00	199.00	0.00	-22.83	-16.50	-5.83	-5.83
City College	704.60	710.00	675.40	733.00	733.00	7.20	-5.40	29.20	-28.40	-28.40
Undergraduate	704.60	710.00	675.40	733.00	733.00	7.20	-5.40	29.20	-28.40	-28.40
Graduate	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total	3,252.84	3,470.53	3,352.54	3,337.00	3,337.00	28.47	-217.69	-99.70	-84.16	-84.16
Undergraduate	3,059.67	3,254.53	3,142.87	3,138.00	3,138.00	28.47	-194.86	-83.20	-78.33	-78.33
Graduate	193.17	216.00	209.67	199.00	199.00	0.00	-22.83	-16.50	-5.83	-5.83