

ACADEMIC SENATE MINUTES

DATE: January 23, 2020

PRESENT: Jim Barron
Cindy Dell
Sarah Keller
Sam Boerboom
Jodi Lightner
Savannah Merritt (student)
Kurt Toenjes (ex-officio)
Elaine Labach (ex-officio)
Melinda Arnold (ex-officio)

Scott Butterfield
Keith Edgerton
Vern Gagnon
Austin Bennett
Rachael Waller
Taylor Kurkoski (student)
Christine Shearer (ex-officio)
Vicki Trier (ex-officio)
Darlene Hert (ex-officio)

ABSENT: Suzette Nynas*
Heather Thompson-Bahm*
Susan Simmers (ex-officio)
** excused*

Kelly McCoy*
Robert Nava (ex-officio)
Kim Hayworth (ex-officio)

GUESTS: Susan Gilbertz
Craig McKenzie
Kathleen Thatcher
Tom Nurmi

Joseph Hoover
Jana Marcette
John Pannell
Will Hobbs

PRESIDING: Jim Barron, Chair

Jim Barron called the meeting to order at 3:40 p.m. in the Chancellor's Conference Room.

I. ANNOUNCEMENTS

- Tonight is High School night at the men's and women's basketball games. We have many student athletes from local high schools, so those high schools have been invited to tonight's games.
- Books of tickets are now available at the Campus Store. Perhaps the Senate could buy tickets as a group and hand them out to local elementary and high school students. (Athletics is not allowed to do this by NCAA rules.)

II. ACCEPTANCE OF MINUTES

The minutes of December 5 were accepted as presented.

III. ELECTION OF SECRETARY – for Spring 2020 semester only

Vern Gagnon nominated Austin Bennett, and Sam Boerboom seconded.

Nominations were closed. Austin Bennett accepted the position and was elected Secretary.

IV. PROVOST REPORT

Dr. Arnold noted that she attended the funeral today for Marilyn Ballard, who was very loved by the community and a big supporter of MSUB.

The Academic Update was held last Friday, which mainly discussed all the task forces that are being formed. Please participate in these task forces and ask your faculty constituents to participate as well.

V. OTHER REPORTS

Draft New Programs Process: Jana Marcette, Director of Graduate Studies

Dr. Barron noted that a couple years ago the Senate began holding New Programs Meetings twice a year, because there was no real process in place for generating new programs. Before that, new programs came to the Senate with little or no notice. The draft plan we will see today is an effort to clearly codify a system to create new programs, and the Senate is involved at multiple points.

Dr. Marcette drafted a new process (attached to these minutes) in consultation with various groups. The Senate will be involved at all the points marked in yellow on the left. This process includes proposed changes from the Board of Regents. The BOR have decided on a framework, which is still in draft form, and in that framework, the Planning List will go away. Instead, campuses will be able to submit a “short proposal” (which is actually longer than the current forms) on a quarterly basis. If that short proposal is deemed acceptable by the BOR, MSUB will be issued an “Invitation to Plan.” The “Invitation to Plan” will include encouragement to collaborate with other units in the system, and may include direction on what should be proposed.

This is an effort to get the BOR in the approval process earlier, and will likely extend the timeframe from idea to implemented program longer than it is now.

The question was raised as to how market analysis will be accomplished. Dr. Arnold responded that MSUB no longer pays a market research firm as it was not cost-effective. Instead, OCHE will take on that expense for the whole system and provide us with

market data. There are working groups, which Dr. Arnold and Associate Provost Shearer are on, which are discussing how and where OCHE will get market analysis, and other parts of this process.

The Senate can still hold the New Programs meeting, but it might be easier to have the “short proposals” brought to the Senate at any regular meeting, so as not to slow down the process. The Senate is in the proposed process at four points, but that may be too often. The Senators will discuss this further before requesting changes to this process.

VI. INFORMATION ITEMS

It was noted that recently, there seems to be a trend that if a faculty member retires, nomination for emeritus status is “required,” thus lowering the value of the status. It was argued that this is not always the case, and we have had an unusual number of retirements in recent years.

Item 54 Emeritus Nomination: Abbas Heiat, Department of Business Administration, College of Business. For information.

⇒ Motion by Cindy Dell, seconded by Rachel Waller to **accept Item 54.**

It was noted that Dr. Heiat is credited with developing our system of online courses.

⇒ Motion carried unanimously.

Item 54.a Emeritus Nomination: Nafiseh Heiat, Department of Business Administration, College of Business. For information.

⇒ Motion by Cindy Dell, seconded by Sam Boerboom to **accept Item 54.a.**

It was noted there was strong COB faculty support for this nomination as well.

⇒ Motion carried unanimously.

VII. CONSENT AGENDA

Item 45 EDSP 405 Assess of Students with Excep. Change prerequisites and course description.

⇒ Motion by Cindy Dell, seconded by Sam Boerboom to **approve the consent agenda.**

⇒ Motion carried.

VIII. ITEMS FOR APPROVAL

Item 52 Academic Senate Policy on Second Readings.

⇒ Motion by Cindy Dell, seconded by Jodi Lighter to **approve Item 52**.

⇒ Motion carried.

Item 36 CSCI 100 Introduction to Programming. New course.

Item 36.a CSCI 258 Web Application Development. New course.

Item 36.b CSCI 111B Programming with Java I. Change credits from 4 to 3 and change prerequisite.

Item 36.c CSCI 114 Programming with C#. Change prerequisite.

Item 36.d CSCI 121 Programming with Java II. Change credits from 4 to 3.

Item 36.e CSCI 223 Software Development. Add prerequisite.

Item 36.f CSCI 240 Databases and SQL. Remove prerequisites.

Item 36.g CSCI 113 Programming with C++ I. Delete course.

Item 36.h AAS in Computer Programming and Application Development. Modification to an existing program.

Item 36.i CSCI 299 Thesis/Capstone. Change credits from 3 to 4.

⇒ Motion by Vern Gagnon, seconded by Jodi Lighter to **approve Items 36 through 36.i**.

⇒ Motion carried.

Item 46 REC courses. Change rubric to OAL.

Item 46.a REC 200 Fnd Outdoor Advent Leadershp. Change rubric to OAL, add corequisite, and change course description.

Item 46.b REC 230 Fly Fishing II. Change rubric to OAL, change title to Instructional Strategies: Backcountry Anglers, change prerequisite, and change course description.

Item 46.c REC 233 Skiing/Snowbrding Instr Dev. Change rubric to OAL, change title to Instructional Strategies: Ski/Snowboard, change prerequisite, and change course description.

Item 46.d REC 257 Rock Climbing II. Change rubric to OAL, change title to Instructional Strategies: Rock Climbing, change prerequisite, and change course description.

Item 46.e REC 276 Kayaking II. Change rubric to OAL, change title to Instructional Strategies: Water Programming, change prerequisites, and change course description.

Item 46.f REC 280 Challenge Course Fundamentals. Change rubric to OAL, change title to Challenge Course Facilitation, change credits from 2 to 3, add corequisite, and change course description.

Item 46.g REC 306 Outdoor Living Skills. Change rubric to OAL, change title to Applied Wilderness Leadership, change prerequisite, and change course description.

- Item 46.h** REC 308 Winter Outdoor Living Skills. Change rubric to OAL, change title to Applied Wilderness Leadership-Winter, change credits from 2 to 3, change prerequisite, and change course description.
- Item 46.i** REC 309 People and the Environment. Change rubric to OAL, change title to Environmental Interpretation, remove prerequisite, and change course description.
- Item 46.j** REC 310 Adventure Leadership. Change rubric to OAL, change title to Leadership in Adventure Programs, and change prerequisite.
- Item 46.k** REC 381 Leadership & Group Dynamics. Change rubric to OAL, change title to Expedition Leadership, change credits from 3 to 4, change prerequisite, and change course description.
- Item 46.L** REC 411 Adventure Guiding/Instructing. Change rubric to OAL, change prerequisites, and change course description.
- Item 46.m** REC 470 Adventure Prog Planning & Dev. Change rubric to OAL, change title to OAL Operations & Asset Management, change prerequisite, and change course description.
- Item 47** REC courses. Change rubric to ACT (existing in CCN).
- Item 48** REC 120 Fund of Backcountry Travel. Delete course.
- Item 48.a** REC 150 Low Element Challenges. Delete course.
- Item 48.b** REC 155 Rappelling/Belaying. Delete course.
- Item 48.c** REC 160 Shooting Sports I. Delete course.
- Item 48.d** REC 182 Advanced Navigation. Delete course.
- Item 48.e** REC 185 Winter Survival Skills. Delete course.
- Item 48.f** REC 210 Environment/Leave No Trace. Delete course.
- Item 48.g** REC 220 Alpine Skiing II. Delete course.
- Item 48.h** REC 225 Snowboarding II. Delete course.
- Item 48.i** REC 260 Shooting Sports II. Delete course.
- Item 48.j** REC 278 Rafting II. Delete course.
- Item 48.k** REC 287 Archery I. Delete course.
- Item 48.L** REC 288 Archery II. Delete course.
- Item 48.m** REC 389 Mountaineering. Delete course.
- Item 48.n** REC 466 Ethel Asp in Outdoor Leadershp. Delete course.
- Item 48.o** REC 480 Challenge Course Skills/Fac. Delete course.
- Item 49** OAL 201 Foundations of Outdoor Adventure Leadership Lab. New course.
- Item 49.a** OAL 281 Challenge Course Facilitation Lab. New course.
- Item 49.b** OAL 300 Adventure Program Design & Delivery. New course.
- Item 49.c** OAL 401 Outdoor Behavioral Healthcare. New course.
- Item 49.d** OAL 430 Risk Management in Outdoor Adventure Leadership. New course.
- Item 49.e** OAL 499 Outdoor Adventure Leadership Capstone. New course.
- Item 50** BS Major in Outdoor Adventure Leadership. Modification to an existing program.

⇒ Motion by Cindy Dell, seconded by Jodi Lightner to **approve Items 46 through 50.**

Dr. Shearer noted that part of this proposal creates a new rubric, OAL. The REC rubric is almost exclusively MSUB's, so OCHE may not want us to change one unique rubric to

another unique rubric. Or, we may not have to run all the new OAL courses through the state system for review. Will Hobbs, Outdoor Adventure Leadership program noted that the REC rubric implies recreation or play, and that is not what the OAL program is about.

⇒ Motion carried.

Item 31 LIT 342 Montana Writers. Change number to 213, change title to Montana Literature, and change course description.

Item 31.a Gen Ed Course: LIT 240 The Bible as Literature. Remove from category V. B. Humanities.

Item 31.b Gen Ed Course: LIT 213 Montana Literature. Submit for category V. B. Humanities.

⇒ Motion by Vern Gagnon, seconded by Cindy Dell to **approve Items 31 through 31.b.**

It was noted that Dean Shearer did not recommend these changes. She noted that she did not recommend removing a course and adding another into Gen Ed while we are in the midst of examining Gen Ed. That project should be completed first. This was her only objection.

⇒ Motion carried.

Item 20.h Gen Ed Course: GPHY 262 Spatial Sciences Technology and Applications. Submit for category II. B. Physical Sciences.

Item 20.i Gen Ed Course: GPHY 263 Spatial Sciences Technology Laboratory. Submit for category II. B. Physical Sciences.

Item 20.j Gen Ed Course: GPHY 111 Intro to Physical Geography. Remove from category II. B. Physical Sciences.

Item 20.k Gen Ed Course: GPHY 112 Intro to Phys Geography Lab. Remove from category II. B. Physical Sciences.

⇒ Motion by Cindy Dell, seconded by Jodi Lighter to **approve Items 20.h through 20.k.**

⇒ Motion carried.

The meeting adjourned at 4:55 p.m.

rjrm

Draft MSUB Institutional Process for New Program Proposals

1	New Program Idea Percolation: Develop working title and short paragraph, then engage internal stakeholders including administrators, MSUB foundation, and faculty members from other departments.
2	Working title and paragraph is shared and formally discussed in meetings on an ongoing basis (faculty committees, faculty senate, Dean's Council) New Program Academic Affairs Meeting: workforce/mission/duplication meeting (led by New Program contact) to present data and ideas, and to strategize with Program Faculty, Chair, Dean's Council, Provost, Associate Provost, MSUB Foundation Development VP, Faculty Senate Chair, Assessment and Accreditation Director, Graduate Director if applicable, and/or their designee(s).
3	Working Title and Paragraph draft posted in BOX for 1 week to gather comments from members of Academic Affairs Meeting
4	MSUB Internal Intent to Plan signed by Dean /Graduate D. and submitted to Associate Provost
5	Community Needs/Enrollment/ Market surveys and analysis is conducted. Fiscal Analysis Form is developed.
6	Fiscal analysis and resources meeting with Chair, Dean, Provost, Associate Provost, Budget Analyst, CFO, Faculty Senate Chair, Graduate Director if applicable, and/or their designee(s).
7	New Program Contact meets with Assessment and Accreditation Director and other stakeholders (faculty senate) committee members, to strategize and draft short proposal
8	Short Proposal is shared at a faculty senate meeting
8	Short Proposal is submitted via OCHE defined signature process to the MT_BOR via MSU-Bozeman
9	New Program Contact meets with Assessment and Accreditation Director and other stakeholders (faculty senate) committee members, to strategize and draft full proposal
9	Detailed plans for New Program are shared at a faculty senate meeting
10	Full Proposal Admin Meeting: to present plans and discuss resources, need, and implementation with Chair, Dean's Council, Provost, Associate Provost, MSUB Foundation Development VP, CFO, Faculty Senate Chair, Graduate Director if applicable, and/or their designee(s).
11	Proposal draft posted in BOX for 1 week to gather comments from members of Curriculum Proposal Admin Meeting (Item Template & other paperwork compiled)
12	Fiscal Analysis Form signed by CFO
13	Full Proposal Submitted to Faculty Senate (Graduate) Committee
14	Full Proposal Submitted to Faculty Senate
15	Full Proposal Submitted to Provost
16	Full Proposal Submitted to OCHE/BOR via MSU-Bozeman