

ACADEMIC SENATE MINUTES

DATE: December 5, 2019

PRESENT: Jim Barron
Cindy Dell
Sarah Keller
Sam Boerboom
Jennifer Lynn
Savannah Merritt (student)
Kurt Toenjes (ex-officio)
Elaine Labach (ex-officio)
Vicki Trier (ex-officio)
Darlene Hert (ex-officio)

Scott Butterfield
Kelly McCoy
Vern Gagnon
Austin Bennett
Rachael Waller
Taylor Kurkoski (student)
Christine Shearer (ex-officio)
Robert Nava (ex-officio)
Melinda Arnold (ex-officio)

ABSENT: Suzette Nynas*
Heather Thompson-Bahm*
Kim Hayworth (ex-officio)
* *excused*

Keith Edgerton*
Susan Simmers (ex-officio)

GUESTS: Paul Pope
Sue Balter-Reitz
Jason Comer
Kathleen Thatcher
Tom Dell

Rakesh Sah
Brent Finger
Cheri Johannes
Sougata Das

PRESIDING: Jim Barron, Chair

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

I. ANNOUNCEMENTS

- Craft bazaar at the Native American Achievement Center Friday from 4:00 to 6:00 p.m.
- Saturday evening Nutcracker performance in Petro Theater

- Tuesday, December 10 is the campus Holiday Party and all members of Cabinet are bringing a cake for a cake walk
- Friday, December 13 at 11:00 a.m. the ROTC will hold a commissioning ceremony on campus for the first time in many years.
- OCHE required training on Indian Education For All (IEFA) went out in an admin-general email, but most people seem to have missed it. The email will be sent again. Please do the training and encourage colleagues to do it!
- After a slow start, progress is being made on the Title III grant. We have hired a retention specialist and the many initiatives from this grant will make a huge difference at MSUB.
- A reminder to give final exams and collect final projects next week during Finals, not this week. It's a federal violation if we cut our courses short.

II. ACCEPTANCE OF MINUTES

The minutes of November 14 were accepted as presented.

III. PROVOST REPORT

Dr. Arnold stated that the Program Alignment Committee comments are due to her by this Friday. All the letters to departments will be out soon. These letters will be requesting updates on the strategic program alignment efforts last year. It was noted that we do still have issues with major codes not matching up to programs, so if the letter from the Committee has codes on it for majors that no longer exist, don't worry about it.

Provost Arnold will be holding an Academic Affairs update in January. It was proposed to be January 13, but faculty are not yet on campus, so it will be rescheduled.

She also noted that OCHE is in the process of reimagining the program review process, because the Regents want to be in the process earlier. At the November BOR meeting, they agreed to make changes, but the plan for those changes has not yet been formed. So, we submitted a few new program plans, and those were rejected by Bozeman because the process is changing. After conferring with OCHE, the old process will still be followed until a new process is ready, so our program plans were accepted.

IV. OTHER REPORTS

Athletics Update: Krista Montague, AD; Tom Rust, FAR

This report will be postponed to February.

Ad Hoc Committee for Review of Administrators by Faculty: Paul Pope

The Committee has worked on the survey and developed themes around which the survey questions will center (attached to these minutes). The Deans surveys will be alike, and the Provost survey will be very similar. The group will also develop a plan to make sure faculty members can only take the survey once. The Committee is working with the idea that the Deans, Provost, and Chancellor will be reviewed every year.

The group will meet again when the Spring semester begins. It is fairly likely this project will not be finished by the end of this academic year. Before the survey is administered, we will have a document that lays out the whole process.

V. CONSENT AGENDA

Item 24 Social Science (Broadfield) Endorsement Licensure. Modification to an existing program.

Item 35 HADM 498 Internship/Cooperative Educ. Change prerequisite.

Item 35.a BS Major in Health Administration. Modification to an existing program.

⇒ Motion by Sam Boerboom, seconded by Scott Butterfield to **approve the consent agenda.**

⇒ Motion carried.

VI. ITEMS – FIRST READING

Item 37 ENCS rubric and Economics program. Transfer from Business Administration (COB) to Social Sciences & Cultural Studies (CAS).

⇒ Motion by Cindy Dell, seconded by Vern Gagnon to **approve Item 37 on first reading.**

⇒ Motion carried.

⇒ Motion by Vern Gagnon, seconded by Sam Boerboom to **waive second reading of Item 37.**

⇒ Motion carried.

Item 25 BGEN 240 Introduction to Business Data Analysis. New course.

Item 25.a BSBA Business Core. Modification to an existing program.

⇒ Motion by Vern Gagnon, seconded by Scott Butterfield to **approve Items 25 and 25.a on first reading.**

The concerns were raised that articulation agreements with City College and other units of the University System, especially tribal colleges, may be impacted by this change. City College students can take CAPP 131 and have it count toward the bachelor's program, but with this change, 131 will not count. Also, should CAPP 131 be deleted since no other program uses it? Rakesh Sah, Chair of Business Administration, noted that the 2+2 programs won't be affected. CAPP 131 will still be counted as an elective. The COB can also delete CAPP 131 in the future.

⇒ Motion carried.

⇒ Motion by Vern Gagnon, seconded by Cindy Dell to **waive second reading of Items 25 and 25.a.**

⇒ Motion carried.

Item 28 COMT 524 Risk, Crisis, and Communication. New course.

Item 28.a COMT 520 Advertising, Media & Culture. Delete course.

Item 28.b COMT 521 Communicating Online. Change title to New Media Skills and change course description.

Item 28.c COMT 581 Media for Social Change. Change title to Campaign Planning.

Item 28.d COMT 582 Women, Media and Society. Change title to Gender, Media, and Society and change course description.

Item 28.e MS in Public Relations. Modification to an existing program.

⇒ Motion by Cindy Dell, seconded by Jennifer Lynn to **approve Items 28 through 28.e on first reading.**

⇒ Motion carried.

⇒ Motion by Cindy Dell, seconded by Kelly McCoy to **waive second reading of Items 28 through 28.e.**

⇒ Motion carried.

Item 27 COMX 331 Theories of Media and Society. Delete course.

Item 27.a COMX 341 History & Theory of Persuasion. Change title to Public Advocacy and change course description.

Item 27.b COMX 431 New Media Skills. Change course description.

Item 27.c COMX 482 Women, Media, and Society. Change title to Gender, Media, and Society; change prerequisite and corequisite; and change course description.

Item 27.d BA Major in Communication Arts Media Studies Option. Modification to an existing program.

Item 27.e BA Major in Communication Arts Organizational Communication Option. Modification to an existing program.

Item 27.f Minor in Communication Arts Media Studies Option. Modification to an existing program.

Item 27.g Minor in Communication Arts Organizational Communication Option. Modification to an existing program.

Item 27.h BS Major in Public Relations. Modification to an existing program.

⇒ Motion by Cindy Dell, seconded by Jennifer Lynn to **approve Items 27 through 27.h on first reading.**

It was noted that the Department of Communication & Theatre intends to merge their two minors into one in the next year.

⇒ Motion carried.

⇒ Motion by Vern Gagnon, seconded by Scott Butterfield to **waive second reading of Items 27 through 27.h.**

⇒ Motion carried.

Item 32 MS in Clinical Rehabilitation and Mental Health Counseling. Modification to an existing program.

⇒ Motion by Cindy Dell, seconded by Scott Butterfield to **approve Item 32 on first reading.**

⇒ Motion carried.

⇒ Motion by Cindy Dell, seconded by Sam Boerboom to **waive second reading of Item 32.**

⇒ Motion carried.

Item 34 HADM 582 Women, Media & Health. Delete course.

Item 34.a HADM 697 Capstone. Delete course.

Item 34.b HADM 697A Capstone I. New course.

Item 34.c HADM 697B Capstone II. New course.

Item 34.d Master of Health Administration. Modification to an existing program.

⇒ Motion by Vern Gagnon, seconded by Jennifer Lynn to **approve Items 34 through 34.d on first reading.**

⇒ Motion carried.

⇒ Motion by Vern Gagnon, seconded by Scott Butterfield to **waive second reading of Items 34 through 34.d.**

⇒ Motion carried.

Item 42 MS in Special Education Generalist Option, MS in Special Education Advanced Studies Option Special Education Emphasis, & MS in Special Education Advanced Studies Option Applied Behavior Analysis Emphasis. Modification to an existing program (admissions).

Item 42.a MS in Special Education Generalist Option. Modification to an existing program.

Item 42.b SPED 505 Assessment of Students with Special Needs. New course.

⇒ Motion by Scott Butterfield, seconded by Sam Boerboom to **approve Items 42 through 42.b on first reading.**

⇒ Motion carried.

⇒ Motion by Cindy Dell, seconded by Jennifer Lynn to **waive second reading of Items 42 through 42.b.**

⇒ Motion carried.

Item 43 MEd in School Counseling Option (K-12). Modification to an existing program (admissions).

⇒ Motion by Vern Gagnon, seconded by Cindy Dell to **approve Item 43 on first reading.**

⇒ Motion carried.

⇒ Motion by Sam Boerboom, seconded by Cindy Dell to **waive second reading of Item 43.**

⇒ Motion carried.

Item 44 MEd in Reading Option. Modification to an existing program (admissions).

⇒ Motion by Cindy Dell, seconded by Vern Gagnon to **approve Item 44 on first reading.**

⇒ Motion carried.

⇒ Motion by Vern Gagnon, seconded by Jennifer Lynn to **waive second reading of Item 44.**

⇒ Motion carried.

Item 38 MS in Psychology. Modification to an existing program.

⇒ Motion by Cindy Dell, seconded by Vern Gagnon to **approve Item 38 on first reading.**

⇒ Motion carried.

⇒ Motion by Cindy Dell, seconded by Scott Butterfield to **waive second reading of Item 38.**

⇒ Motion carried.

⇒ Motion by Cindy Dell, seconded by Jennifer Lynn, **that the Academic Senate no longer do second readings of curriculum items.**

⇒ Motion carried.

Second reading will be handled on a case-by-case basis.

Item 22 BIOO 437 Plant Development. Delete course.

Item 22.a BIOO 438 Plant Development Lab. Delete course.

Item 22.b BIOO 433 Plant Physiology. Change prerequisite.

Item 22.c BIOO 435 Plant Systematics. Change prerequisite.

Item 22.d BIOO 320 General Botany. New course.

Item 22.e BIOO 321 General Botany Laboratory. New course.

⇒ Motion by Scott Butterfield, seconded by Jennifer Lynn to **approve Items 22 through 22.e.**

⇒ Motion carried.

VII. DISCUSSION/ACTION ITEMS

A. CourseLeaf Update (Rita)

As part of the CourseLeaf effort, a list of all chairs and curriculum committee members needs to be created and maintained, so those people will have appropriate access and ability to approve in the electronic workflow.

This list of chairs and committees will also include DRTC and URTC members, but only for convenience.

The meeting adjourned at 5:02 p.m.

rjrm

MSUB Faculty Survey of Administrators
Survey Questions

Chancellor:

1. Theme: Shared Governance
 2. Theme: Enhancing Scholarship at MSUB
 3. Theme: Faculty & Strategic Plan
 4. Theme: Faculty Recognition
- How would you rate the Chancellor's overall performance?

Provost/VC Academic Affairs:

1. Theme: Faculty Support & Empowerment
 2. Theme: Objectivity and Fairness with Faculty Matters
 3. Theme: Program Leadership & Advocacy
 4. Theme: Shared Governance
- How would you rate the Provost/VC Academic Affairs overall performance?

Dean:

1. Theme: Faculty Support & Empowerment
 2. Theme: Objectivity and Fairness with Faculty Matters
 3. Theme: Program Leadership & Advocacy
 4. Theme: Shared Governance
- How would you rate the Dean's overall performance?