



ACADEMIC SENATE MINUTES

DATE: February 4, 2021

PRESENT: Suzette Nynas
Keith Edgerton
Scott Butterfield
Natalie Bohlmann
John Pannell
Vern Gagnon
Austin Bennett
Jana Marcette (ex-officio)

Jim Barron
Jennifer Lynn
Rakesh Sah
Rachael Waller
Heather Thompson-Bahm
Sam Boerboom
Sue Balter-Reitz (ex-officio)
Darlene Hert (ex-officio)

ABSENT: Kurt Toenjes (ex-officio)
Richard Beer (ex-officio)
Vicki Trier (ex-officio)
Kim Hayworth (ex-officio)
** excused*

Tami Haaland (ex-officio)
Robert Nava (ex-officio)
Susan Simmers (ex-officio)

GUESTS: Mara Pierce
Kathleen Thatcher
Stefani Hicswa
John Roberts

Cheri Johannes
Scott Jeppesen
Patricia Vettel-Becker

PRESIDING: Jim Barron, Chair

Jim Barron called the meeting to order at 3:40 p.m. via Webex.

I. ANNOUNCEMENTS

The Senate welcomed Rakesh Sah, new COB representative.

II. ACCEPTANCE OF MINUTES

The minutes of January 21 were accepted as presented.

III. PROVOST & CHANCELLOR REPORTS

Chancellor Hicswa stated that we will hold Commencement on May 1, come hell or high water. A review committee will also be formed to create a process for travel requests, so faculty-organized trips can be planned. At this time, no international travel is authorized.

Dr. Hicswa noted that she hears a lot of ideas and requests from the community for programs, but she will not push departments for those programs. She will only pass on ideas.

The Chancellor noted that Faculty Excellence is happening via recordings this year. She greatly enjoyed going through the nominations for those awards, as well as the sabbatical applications this year. She thanked the Senators for their service on Academic Senate.

Provost Balter-Reitz thanked faculty for responding to her request for feedback on campus initiatives. The survey closes tomorrow and she will report her results to the Chancellor next week. The Provost Office is primarily occupied with tenure and promotion reviews in the month of February.

IV. OTHER REPORTS

Faculty Evaluation of Administrators

At last week's Executive Committee, the ad hoc committee report and evaluation instrument were received. The Executive Committee will send out the report and instrument tomorrow to Senators, asking for feedback by next Thursday. Then, next Thursday, the Executive Committee will meet to discuss the responses and send the evaluation materials to the administrators for input. The Executive Committee will receive administrators' input but this will remain a Senate effort, so administrators must explain why they request changes. The survey will be built and in March it will be administered over the course of a week.

The Executive Committee's plan is to ask one dean (excluding the interim in the COB) to volunteer for the trial run this Spring. If there is no volunteer, the Executive Committee will pick one, randomly. Then in the Fall, the rest of the deans will be evaluated. The Chancellor and Provost will be evaluated in Fall 2022, and a rotation will be set up.

The analysis team for the results will be the Executive Committee plus one member of the administration who does not evaluate faculty. The Executive Committee hopes this can be Vice Chancellor Susan Simmers. The analysis team will crunch the numbers *and* summarize the written comments. Raw written comments will not be released.

V. CONSENT AGENDA

Title	Status	Received
History Bachelor of Arts Degree	Edited	1/20/2021
History Teaching Licensure Option Bachelor of Arts Degree	Edited	1/20/2021

History Minor	Edited	1/20/2021
History Teaching Minor	Edited	1/20/2021
HSTR 103: Honors Western Civilization I	Deleted	1/20/2021
HSTR 104: Honors Western Civilization II	Deleted	1/20/2021
HSTR 439: Col Independ Afr since 1884	Deleted	1/20/2021
WLDG 250: Metals Production	Edited	1/20/2021
WLDG 280: Weld Testing Certification	Edited	1/20/2021
WLDG 281: Weld Testing Certification Lab	Edited	1/20/2021

⇒ Motion by Vern Gagnon, seconded by Jen Lynn to **approve the consent agenda.**

⇒ Motion carried.

VI. ITEMS FOR APPROVAL

Group 1		
Art Bachelor of Arts Degree	Edited	1/20/2021
Art Education Bachelor of Arts Degree (K-12)	Edited	1/20/2021
Art Bachelor of Fine Arts Degree	Edited	1/20/2021
Art Minor	Edited	1/20/2021
ARTH 252: Visual Theory Criticism	Edited	1/20/2021
ARTH 452: History of Time-Based Arts	Added	1/20/2021
ARTZ 209: Intro to Professnl Practices	Deleted	1/20/2021
ARTZ 403: Teaching Art II--K-12	Added	1/20/2021

⇒ Motion by Austin Bennett, seconded by Keith Edgerton to **approve Group 1.**

Patricia Vettel-Becker, Art Department, noted that these changes are in response to SPA 2 requesting the program be streamlined. They removed the extra writing course, among other changes, and added writing intensive content to ARTH 252. The question was raised as to how students will know ARTH 252 is writing intensive. Should a writing intensive course indicator be revived?

Dr. Vettel-Becker said Art will also be proposing a new track next year in Photo Media Design, which they received a grant to develop, and the new ARTH 452 will be part of that program. Mara Pierce, Art Department, stated that the Art Teaching Major has added a second art methods course and an art-focused classroom management course, all in collaboration with the COE. Dr. Vettel-Becker and Dr. Pierce agreed that the majority of these changes will be fruitful and will help move the Department toward offering a BFA in Art Education.

⇒ Motion carried.

Group 2		
Commercial Music Option Bachelor of Arts Degree	Edited	1/20/2021
Music Performance Option Bachelor of Arts Degree	Edited	1/21/2021
Music Teaching Licensure Option Bachelor of Arts Degree	Edited	1/21/2021
MUSE 440: Commercial Music Pedagogy	Added	1/20/2021
MUSI 145: Commercial Percussion/Drum Set	Added	1/20/2021
MUSI 146: Commercial Voice	Added	1/20/2021
MUSI 160: Beginning Guitar	Added	1/20/2021
MUSI 190: Forum	Added	1/20/2021
MUSI 315: Commercial Composition	Added	1/20/2021
MUSI 316: Commercial Arranging	Added	1/20/2021
MUSI 317: Commercial Songwriting	Added	1/20/2021
MUSI 346: Commercial Improvisation I	Edited	1/20/2021
MUSI 347: Commercial Improvisation II	Added	1/20/2021
MUSI 401: Intro to the Music Business	Added	1/20/2021
MUSI 431: Commercial Keyboard Skills	Added	1/20/2021
MUSI 438A: Adv Ped Lit: Guitar	Deleted	1/20/2021
MUSI 438B: Adv Ped Lit: Flute Sngl Rd	Deleted	1/20/2021
MUSI 438C: Adv Ped Lit: Double Reed	Deleted	1/20/2021
MUSI 438D: Adv Ped Lit: High Brass	Deleted	1/20/2021
MUSI 438E: Adv Ped Lit: Low Brass	Deleted	1/20/2021
MUSI 438F: Adv Ped Lit: Percussion	Deleted	1/20/2021
MUSI 443: Music Form Style	Deleted	1/20/2021
MUST 275: Recording Techniques I	Edited	1/20/2021
MUST 375: Recording Techniques II	Edited	1/20/2021
MUST 376: Desktop Music Production	Added	1/20/2021

⇒ Motion by Sam Boerboom, seconded by Keith Edgerton to **approve Group 2.**

John Roberts, Music Department, noted that the difference with commercial music is preparing students for the music industry: arranging, playing, song writing, and producing. Scott Jeppesen, Music Department, noted that MUSE 440 will also be useful for music education majors who may end up teaching in small Montana schools. They will learn to arrange music for smaller student groups with different instruments. Dr. Jeppesen also noted that the zero credit forum course (MUSI 190) is attendance-based to get an ordered way in the curriculum for students to go to performances.

⇒ Motion carried.

VII. DISCUSSION/ACTION ITEMS

A. University-Wide Faculty Committee Clearinghouse

An email went out from the Provost and Senate Chair to all Vice Chancellors, Deans, and Directors requesting a list of committee spots to be filled by faculty. Dr. Barron and Dr. Balter-Reitz will get the responses organized and hopefully will have a report by the next Senate meeting.

B. Follow Up on Senate Policies: Delete New Programs Notice of Intent Policy

The Executive Committee reviewed the current Senate policies and found two that required change. The BOR are no longer using the “Notice of Intent” so that policy can be deleted. The Manual of Curriculum Procedures is out of date now that we have CourseLeaf, so Austin Bennett will work with Rita Rabe Meduna to re-draft it. That will be in March.

⇒ Motion by Jen Lynn, seconded by Vern Gagnon to **delete the New Programs Notice of Intent Policy.**

⇒ Motion carried.

C. Online Programs: Reporting to outside agencies; How much is enough to designate online in the catalog?

Guest: Kathleen Thatcher, Director of Assessment & Accreditation

Ms. Thatcher stated that there are three major players in online reporting: OCHE, the federal government (IPEDS), and NWCCU. Of course, they don’t all define online programs the same way. NWCCU wants to be notified if 50% or more of the courses in a program are offered online. OCHE and the feds are 80% to 100%. Also, specifically for IPEDS federal reporting, they want to know if an online program has a mandatory on-site component, or if it does not have a mandatory on-site component. Between OCHE and the feds, the lines become blurred in reference to clinical sites. NWCCU wants us to be mindful that online programs should be *designed* to be that way, that we don’t accidentally stumble into a program being online because now all the courses are offered online. How we market to prospective students is important, especially when we say a program is *entirely* online.

Dr. Barron noted that the Deans are currently collecting data about online programs, in reference to the 50%, 80%, and 100% rules. The Senate can build into CourseLeaf a question to ask about programs, whether they fit the 50%, 80%, and 100% rules. Dr. Barron noted that the Senate can require notification—not approval—when a department changes the modality of a course. The function of this would be to make faculty aware of the percentage of courses that are online in a program, so we avoid the NWCCU accidental issue. It was agreed that this may be a report, once a semester, to the Senate about the modality changes for courses from each department. It was noted that this reporting to Senate will not be a discussion of the merit of online courses, but rather just making sure we are properly reporting to outside agencies.

The meeting adjourned at 4:50 p.m.

tjrm