

ACADEMIC SENATE MINUTES

DATE: December 8, 2022

PRESENT: Suzette Nynas
Mara Pierce
Scott Butterfield
Susan Gregory
John Pannell
Paul Pope
Heather Thompson-Bahm
Tami Haaland (ex-officio)
Vicki Trier (ex-officio)
Sue Balter-Reitz (ex-officio)

Matt Queen
Jennifer Lynn
Rakesh Sah
Rachael Waller
Austin Bennett
Melissa Boehm
Jim Barron (ex-officio)
Susan Gilbertz (ex-officio)
Sep Eskandari (ex-officio)
Eileen Wright (ex-officio)

ABSENT: David Russell (student)
Leslie Weldon (ex-officio)
Jana Marcette (ex-officio)
** excused*

Tom Manthey (ex-officio)
Kim Hayworth (ex-officio)

GUESTS: Vern Gagnon
Randy Roberts
Melissa Bergerson
Mark Jacobson
Cheri Johannes
Kathleen Thatcher

Ben Johnson
Keith Edgerton
Emily Arendt
Joseph Bryan
Rachael De La Cruz
John Roberts

PRESIDING: Jennifer Lynn, Chair

Jennifer Lynn called the meeting to order at 3:39 p.m. in the Chancellor's Conference Room.

I. ANNOUNCEMENTS

The campus holiday party will be December 15 at 5:00 p.m.

II. ACCEPTANCE OF MINUTES

The minutes of December 1 were accepted as presented.

III. PROVOST REPORT

Provost Eskandari requested Cheri Johannes, Registrar, speak about the new Fall Break, recently approved by OCHE. Dr. Johannes noted that there will be multiple communications sent out across campus to make sure everyone knows about the new Fall semester schedule. The break will coincide with the regular, state-wide teachers conference, which is over a Thursday-Friday, usually around the 18th of October. There will be no classes but offices will be open. The semester will not start earlier or end later; classes will have added minutes to their schedules. There will be a draft out for review soon. Also, we will remove any notation of Columbus Day in the Fall calendar for cultural sensitivity, as it is a regular class day. The Senate applauded Dr. Johannes' work on this project.

Dr. Eskandari stated there will be two more calls for faculty development proposals in the Spring.

IV. CONSENT AGENDA

Title	Status	Received
Health Administration Bachelor of Science Degree	Edited	11/30/2022
NTS 104: CCNA 1: Intro to Networks	Edited	11/30/2022
NTS 105: CCNA 2: Routing & Switching Es	Edited	11/30/2022
Computer Systems Technology Associate of Applied Science Degree	Edited	11/30/2022
Networking Technology Certificate of Applied Science	Edited	11/30/2022
Human Resources Associate of Science Program of Study	Edited	11/30/2022

⇒ Motion by Paul Pope, seconded by John Pannell to **approve the consent agenda.**

⇒ Motion carried.

V. ITEMS FOR APPROVAL

Title	Status	Received	Request Type
Emeritus Nomination of Keith Edgerton	Added	11/29/2022	Emeriti Nomination

⇒ Motion by Suzette Nynas, seconded by Paul Pope to **approve the emeritus nomination of Keith Edgerton.**

This was a unanimous nomination by the Department of History. Dr. Edgerton has been at MSUB for 28 years and served as both Senate Chair and union President, as well as being a great mentor and role model to junior faculty.

Dr. Edgerton noted that when Rolf Groseth was Chancellor, he established a tradition of visiting faculty during class to inform them their tenure application has been approved. He brought a bottle of champagne and they toasted right there in the classroom! This would be a great tradition to revive, and the Senate could do something similar for approval of emeriti status.

⇒ Motion carried.

Title	Status	Received	Request Type
Incomplete Policy	Added	12/2/2022	Policy

⇒ Motion by Suzette Nynas, seconded by John Pannell to **approve the revised Incomplete Policy.**

The Senate discussed the $\frac{3}{4}$ rule for completion. It was noted that the instructor is the one deciding whether the student has completed $\frac{3}{4}$ of the work, so it is open to interpretation. However, the policy should not explicitly state it. Also, students always have the option to appeal to the Academic Standards & Scholastic Standing Committee.

The student also needs to be included in the list of people to be notified of the Incomplete in writing.

The motion was withdrawn. A revised version will be presented at the January 19 Senate meeting.

Group 1		
DST 101: Power Trains	Edited	11/9/2022
DST 212: Diesel Electric and Electronic	Added	11/9/2022
DST 250: Heavy Duty Chassis	Edited	11/9/2022
DST 258: Applied Diesel Service	Added	11/9/2022
Diesel Technology Associate of Applied Science Degree	Edited	11/9/2022
Diesel Technology Certificate of Applied Science	Edited	11/9/2022

⇒ Motion by Paul Pope, seconded by John Pannell to **approve Group 1.**

Randy Roberts, Diesel/Transportation, noted that the lab times have been rebalanced, they have added more electronics content, and the learning outcomes have been updated.

⇒ Motion carried.

Item 2		
Mathematics Bachelor of Science Degree	Edited	11/30/2022

⇒ Motion by John Pannell, seconded by Paul Pope to **approve Item 2.**

Mark Jacobson, Math, noted that this is a more applied degree than the old Math program. Rakesh Sah, COB, stated that including Finance in the Math program is a great idea and graduates will find well-paying jobs, but COB's Finance courses are bursting at the seams. If we have an influx of Math majors, the COB will need additional Finance instructors. Provost Eskandari responded that is a good problem to have, and we will address the issue. Dr. Jacobson also thanked everyone for helping bring back this degree program.

⇒ Motion carried.

Item 3		
Bachelor of Science in Liberal Studies (BSLS)	Edited	11/30/2022

⇒ Motion by Scott Butterfield, seconded by Matt Queen to **approve Item 3.**

Sue Balter-Reitz, Communication, noted that, as a result of Biological & Physical Sciences moving out of CLASS to CHPS and the name change of CAS to CLASS in the catalog, the BSLS was restricted to CLASS majors only. However, in practice, the BSLS offers concentrations in other colleges. This change cleans up the catalog to match current practice.

⇒ Motion carried.

Group 4		
AHMS 105: Health Care Delivery	Edited	11/30/2022
AHMS 144: Medical Terminology	Edited	11/30/2022
AHMS 154: Advanced Medical Terminology	Edited	11/30/2022
AHMS 156: Medical Billing Fundamentals	Edited	11/30/2022
AHMS 157: Healthcare Reimbursement Metho	Added	11/30/2022
AHMS 160: Beginning Procedural Coding	Edited	11/30/2022
AHMS 162: Beginning Diagnosis Coding	Edited	11/30/2022
AHMS 175: Medical Law and Ethics	Edited	11/30/2022
AHMS 220: Medical Office Procedures	Edited	11/30/2022
AHMS 250: Advanced Medical Coding	Edited	11/30/2022

AHMS 252: Computerized Medical Billing	Edited	11/30/2022
Medical Coding & Insurance Billing Specialist Associate of Applied Science	Added	11/30/2022
Medical Coding Certificate of Applied Science	Edited	11/30/2022

⇒ Motion by Suzette Nynas, seconded by Matt Queen to **approve Group 4.**

Melissa Bergerson, Nursing, Health and Safety Occupations, noted that the existing Medical Coding & Insurance Billing CAS really only covers medical coding, so they are changing the name of it. The new Medical Coding & Insurance Billing Specialist AAS covers both areas.

⇒ Motion carried.

Group 5		
CSCI 127: Joy and Beauty of Data	Added	11/30/2022
ITS 221: Project Management	Added	11/30/2022
ITS 233: Introduction to Dev-Ops	Added	11/30/2022
ITS 276: Ethical Hacking & Network Def	Added	11/30/2022
Cybersecurity/Network Support Associate of Applied Science Degree	Edited	11/30/2022
Cybersecurity/Network Technology Associate of Science Program of Study	Edited	11/30/2022

⇒ Motion by John Pannell, seconded by Suzette Nynas to **approve Group 5.**

Ben Johnson, Computer Tech, noted they changed the name of their program a while ago, but are adding additional cybersecurity content now.

⇒ Motion carried.

Group 6		
BMGT 467: Supply Chain Management	Added	11/30/2022
Business Administration Management Option Bachelor of Science Degree	Edited	11/30/2022

⇒ Motion by Suzette Nynas, seconded by Paul Pope to **approve Group 6.**

Heather Thompson-Bahm, COB, noted they were lacking a course in global supply chain management, and employers are looking for those skills in graduates, especially since COVID-19.

It was noted that this program still doesn't have program learning outcomes, and the proposal only says they are "under review." Dr. Eskandari noted that we do need all programs to have outcomes in the catalog for our next NWCCU review, and we've made great progress.

⇒ Motion carried.

Item 7		
Music Bachelor of Arts Degree	Deleted	10/5/2022

⇒ Motion by Austin Bennett, seconded by Matt Queen to **approve Item 7.**

John Roberts, Music, stated they have only had one student graduate from this program in the last nine years. There are no students currently in the program.

⇒ Motion carried.

VI. DISCUSSION/ACTION ITEMS

A. Senator Responsibilities Draft

The question was raised as to how Senators "communicate important information to colleagues." Senators can forward the minutes and make announcements at college meetings.

It was suggested that this could also articulate Senate's role versus the union's role.

The Senate also needs to decide if the Responsibilities should be a resolution (voted on by Senate) or added to the bylaws (voted on by all faculty).

VII. OLD BUSINESS

The All Faculty Meeting is scheduled for February 23, but Faculty Excellence will also be that evening. The All Faculty Meeting may need to be moved.

The Provost's review has been completed and sent to all faculty.

The meeting adjourned at 4:58 p.m.

rjrm