

## ACADEMIC SENATE MINUTES

**DATE:** April 28, 2016

|                 |                                   |                                   |
|-----------------|-----------------------------------|-----------------------------------|
| <b>PRESENT:</b> | Tom Dell                          | A.J. Otjen                        |
|                 | Cindy Dell                        | Francisco Saldivar                |
|                 | Susan Gilbertz                    | James Barron                      |
|                 | Andrew Sullivan                   | Vern Gagnon                       |
|                 | Paul Pope                         | Sarah Keller                      |
|                 | Stephen Coffman                   | 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)        |
|                 | Joe Oravec (ex-officio)           |                                   |

|                |                  |                             |
|----------------|------------------|-----------------------------|
| <b>ABSENT:</b> | Kelly Shumway*   | Terrie Iverson (ex-officio) |
|                | * <i>excused</i> |                             |

|                |                |              |
|----------------|----------------|--------------|
| <b>GUESTS:</b> | Mark Nook      | Kevin Nemeth |
|                | Cheri Johannes |              |

**PRESIDING:** Susan Gilbertz, Chair

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

The minutes of April 14 were accepted as presented.

### I. WELCOME NEW SENATORS

Cindy Dell, College of Education Representative  
Kelly Shumway, At-Large Representative  
Paul Pope, At-Large Representative

II. ELECTION OF OFFICERS: Three Vice Chairs, Secretary

Francisco Saldivar nominated Cindy Dell for Vice Chair.

Cindy Dell nominated Francisco Saldivar for Vice Chair.

Francisco Saldivar nominated Jim Barron for Vice Chair.

Sarah Keller seconded all three nominations.

Jim Barron nominated Paul Pope for Secretary, and Sarah Keller seconded.

⇒ The slate of officers was approved unanimously.

III. PROVOST REPORT

Provost Hoar reported that the UBC met earlier this week and brought the FY17 budget to a conclusion, including the retention initiatives. One of those initiatives will be catalog cleanup and a software program for catalog changes. The Commissioner's Office did change the deadline for the performance based funding, and we now have an entire year, until June 30, 2017, to spend it. It was noted that high-impact practices have been shown to retain students, so spread the word to faculty if they have any ideas for re-energizing courses and good proposals will be funded. It was cited that there is information on high-impact practices available from both the Gardener Institute and AACU. The UBC increased funding for advising, high-impact practices, and the catalog software program.

Dr. Hoar also noted that the UBC also budgeted about \$80,000 for start-up costs for the nursing program on today's agenda.

IV. ITEMS FOR INFORMATION

**Item 70** Emeritus Nomination: Gary Amundson, Department of Business Administration, College of Business. For information.

**Item 72** Emeritus Nomination: Mary McNally, Department of Business Administration, College of Business. For information.

⇒ Motion by A.J. Otjen, seconded by Sarah Keller to **accept Items 70 and 72 for information.**

⇒ Motion carried.

V. ITEMS – FIRST READING: HOMELESS COURSES CLEAN UP

**Item 69** A&SC 103 College Survival Skills. Delete course.

**Item 69.a** A&SC 105 Campus Explorations. Delete course.

**Item 69.b** A&SC 107 Cultural Explorations. Delete course.

**Item 69.c** A&SC 192 Billings: A Case Study. Delete course.

**Item 69.d** A&SC 274 Women, Culture and Society. Delete course.

**Item 69.e** A&SC 295 Campus Involvement. Delete course.

**Item 69.f** A&SC 309 Psychology of Gender. Delete course.

**Item 69.g** A&SC 365 Images of Women in Literature and the Arts. Delete course.

**Item 69.h** PSL 120 Create your Best Career. Delete course.

Dr. Gilbertz noted that all of the above courses are either offered under another rubric within an academic department, or have not been offered in years and there is no plan to teach them.

⇒ Motion by Steve Coffman, seconded by Paul Pope to **approve Items 69 through 69.h on first reading.**

It was agreed that since these courses are not part of any department, the Senate will be considered the faculty proposing these deletions.

⇒ Motion carried.

⇒ Motion by A.J. Otjen, seconded by Francisco Saldivar to **waive second reading of Items 69 through 69.h.**

⇒ Motion carried.

## VI. NEW BUSINESS

A.J. Otjen noted that her marketing students did a business plan for Extended Campus and there is a lot there to discuss in terms of curriculum. There is a lot of competition for Extended Campus.

## VII. ITEMS – FIRST READING

**Item 66** BS in Nursing, Registered Nurse to BSN Degree Completion Program. New program.

**Item 66.a** NRSG 301 Nursing in the Community. New course. (course only offered online)

**Item 66.b** NRSG 302 Nursing in the Community Clinical. New course. (course only offered online)

**Item 66.c** NRSG 320 Nursing Informatics. New course. (course only offered online)

**Item 66.d** NRSG 322 Health Promotion and Education. New course. (course only offered online)

**Item 66.e** NRSG 325 Advanced Health Assessment. New course. (course only offered online)

**Item 66.f** NRSG 326 Complex Healthcare Needs. New course. (course only offered online)

**Item 66.g** NRS 344 Family Nursing. New course. (course only offered online)

**Item 66.h** NRS 361 Global Nursing. New course. (course only offered online)

**Item 66.i** NRS 424 Nursing Research and Evidence-Based Practice. New course. (course only offered online)

**Item 66.j** NRS 463 Leadership and Management for the RN. New course. (course only offered online)

**Item 66.k** NRS 464 Leadership and Management for the RN Clinical. New course. (course only offered online)

⇒ Motion by Jim Barron, seconded by Paul Pope to **approve Items 66 through 66.k on first reading.**

Diane Duin, Dean of CAHP, noted that she has visited with the Senate a couple times about this program. There is a small revision since the proposal was reviewed by UCC: the STAT course was listed at 3 credits, but it is actually 4 credits, so the program adds to 49 credits, or a total of 121 for completion of the BSN. This all began with the Health CARE Montana grant, and City College has already done a lot of work through that grant to revise their Associate of Science in Nursing and Practical Nursing programs. Dr. Duin's first duty was to learn what Montana Tech, MSU-Northern, and Salish Kootenai tribal college offer, since they are working on RN to BSN completion programs. Assuming the BOR approves all of this, it will be the same curriculum here and at Montana Tech, MSU-Northern, and Salish Kootenai. However, those other institutions are a year away from beginning their programs because they must teach out their old programs first. The question was raised as to approval from the Montana Board of Nursing. Dr. Duin responded that the Board of Nursing does not have to weigh in on this program, since the students are already registered nurses. However, she has consulted with the chair of the Board.

Chancellor Nook noted that there are three budget scenarios presented (attached to these minutes): a self-support model through Extended Campus and two state support models. The cost for the student of the whole program—two semesters plus a summer—is \$13,849 with the self-support model. That is competitive with other programs in the state and region. The two state-support models total cost of \$11,908 and \$10,408 are way below other programs. The state-support models have two main differences. Model 2 has a \$800 per semester program fee, and the funding is split 50/50 with instructional and non-instructional budgets. Model 3 has a \$300 per semester program fee, and the funding is divided at 55% instructional and 45% non-instructional budgets. After much debate, the Chancellor and his staff have agreed that model 2 (\$800 program fee, 50/50 instructional and non-instructional) is the best bet for us. Going with state-support rather than self-support means we would get funding for that FTE once we've had some students in the program. The chances of the program filling all 30 spots is 100%. The need and interest are there. Community members have been asking for a program like this for years. Nursing is considered a high-cost program, but we don't have to do all the

fancy labs, so this will be much cheaper for MSUB than a full four-year nursing program. Also, since the program will be entirely online, we don't have to set aside classroom space. Funds have been built into the budget for the program for the additional sections of Gen Ed courses these students will need.

The question was raised as to the sustainability of this program. Dean Duin responded that there will be a sustained flow of students for some time. Right now there are 400 open nursing positions just in Yellowstone County. St. Vincent's hospital has 200 nurses that could step into this program today. Dr. Nook noted that as the Baby Boomer generation passes away, projections indicate a drop in need for nurses, and this completion program will be much easier to draw back than a full four-year program.

Dean Duin stated that the nursing courses will be offered as 8-week courses, the same way they currently offer the HADM courses. However, the Gen Ed courses will still run on the traditional calendar. They will also be developing a plan of study for students who cannot do the program in the year (two semesters and a summer) it is current set up for. Those students will probably do just the nursing courses first, so they will move with the cohort, and then finish with Gen Eds later. Students coming into this program will have an ASN degree, be a registered nurse, and have a minimum number of years of experience before being admitted. Students will not come straight out of the ASN program and go into this one.

It was noted that this program appears to be a huge benefit to MSUB. These new students will be genuinely new students, not shuffled from another program. We will get additional funding from the FTE, and these students will up our performance based funding as well.

Dr. Nook noted that the program fee is different than a course fee, which is highly constrained as to how the money is spent. However, like a course fee, the program fee does need BOR approval.

The question was raised as to faculty in this program. Dr. Nook and Dr. Duin responded that there are two tenure-track faculty lines in this program. One of those will be a program coordinator, but that position will teach as well. We also want to make sure we have very clear advising for these students. All the courses, save one, will be taught by these two tenure-track faculty.

The Senate thanked Dean Duin and Chancellor Nook for the excellent budget information presented for this program. Dr. Gilbertz requested that the revised budget presented today be included in the curriculum packet, and also that a revised staffing plan be attached to each new course proposal.

⇒ Motion carried.

⇒ Motion by Vern Gagnon, seconded by Paul Pope to **waive second reading of Items 66 through 66.k.**

⇒ Motion carried.

It was noted that this practice for new programs to talk to the Senate early has worked very well, and should be adopted in the future.

The meeting adjourned at 4:57 p.m.

rjrm

**RN to BSN Degree Completion Cohort Program - Accelerated**  
**3 semester model (fall, spring, summer) 49 credits**

|   | Model # 1<br>Self Support | Model #2<br>State Support,<br>Program Fee \$800 per<br>Sem,<br>Instruction @ 50% | Model #3<br>State Support,<br>Program Fee \$300 per<br>Sem,<br>Instruction @ 55% |
|---|---------------------------|--|--|
| <b>Number of Students</b>   | <b>30</b>                 | <b>30</b>  | <b>30</b>  |
| Number of credits per student   | 49                        | 49   | 49   |
| Tuition cost per credit \$  | 259 No plateau            | \$ 183 Subject to Plateau  | \$ 183 Subject to Plateau  |
| Program fee per semester  |                           | \$ 800   | \$ 300   |
| Program cost/student \$   | 12,691                    | \$ 8,994   | \$ 7,494   |
| Mandatory Fees 3 @ \$714.7 \$   | -                         | \$ 2,144   | \$ 2,144   |
| D2L fee (\$20/credit) \$  | 980                       | \$ 720   | \$ 720   |
| Library fee (3 semesters @ \$42.80) \$  | 128                       | Included   | Included   |
| Graduation fee \$   | 50                        | \$ 50  | \$ 50  |
| <b>Total Cost per Student \$</b>  | <b>13,849</b>             | <b>\$ 11,908</b>   | <b>\$ 10,408</b>   |
| <b>State Support @ \$5,000 per FTE</b>  |                           | <b>\$ 245,000</b>  | <b>\$ 245,000</b>  |
| <b>Total Revenue</b>  | <b>\$ 415,482</b>         | <b>\$ 602,243</b>  | <b>\$ 557,243</b>  |
| <b>Expenses (Support)</b>   |                           |  |  |
| EC Support (20% of tuition ) \$   | 76,146                    |  |  |
| Noninstructional Support (1 FTE + Benefits) \$  | 41,845                    |  |  |
| Noninstructional Support (50% of Tuition and State Support)   |                           | \$ 257,410   | \$ 211,419   |
| <b>Revenue after OH</b>   | <b>\$ 297,491</b>         | <b>\$ 344,833</b>  | <b>\$ 345,824</b>  |
| <b>Operating Expenses</b>   |                           |  |  |
| Travel \$   | 2,000                     | \$ 2,000   | \$ 2,000   |
| Marketing \$  | 500                       | \$ 500   | \$ 500   |
| Program Supplies \$   | 1,500                     | \$ 1,500   | \$ 1,500   |
| <b>Total Operating Expenses</b>   | <b>\$ 4,000</b>           | <b>\$ 4,000</b>  | <b>\$ 4,000</b>  |
| <b>Passthrough Expenses</b>   |                           |  |  |
| D2L fee passthrough \$  | 29,400                    | \$ 21,600  | \$ 21,600  |
| Library fee passthrough \$  | 3,852                     | \$ -   | \$ -   |
| Mandatory fees passthrough \$   | -                         | \$ 64,323  | \$ 64,323  |
| Graduation fee passthrough \$   | 1,500                     | \$ 1,500   | \$ 1,500   |
| <b>Total Passthrough Expenses</b>   | <b>\$ 34,752</b>          | <b>\$ 87,423</b>   | <b>\$ 87,423</b>   |
| <b>Revenue after Support, Operating &amp; Passthrough Expenses</b>  | <b>\$ 258,739</b>         | <b>\$ 253,410</b>  | <b>\$ 254,401</b>  |
| <b>Salary Expenses</b>  |                           |  |  |
| Program Director (teach 10 credits, recruit, coordinate, advise, etc.) \$80,520 annual (\$66K base + 22% summer) \$ | 80,520                    | \$ 80,520  | \$ 80,520  |
| Faculty position (teach 21 credits) \$  | 55,000                    | \$ 55,000  | \$ 55,000  |
| Benefits (19.106 %) \$  | 25,892                    | \$ 25,892  | \$ 25,892  |
| Medical Insurance (\$12,645 each) \$  | 25,290                    | \$ 25,290  | \$ 25,290  |
| PT Faculty Comp @ EC scale (18 @ \$800/credit) \$   | 14,400                    | \$ 14,400  | \$ 14,400  |
| Benefits (19.106 %) \$  | 2,797                     | \$ 2,797   | \$ 2,797   |
| Administrative Assistant .5 FTE \$  | 13,000                    | \$ 13,000  | \$ 13,000  |
| Benefits (16.8 %) \$  | 2,184                     | \$ 2,184   | \$ 2,184   |
| Medical Insurance \$  | 12,645                    | \$ 12,645  | \$ 12,645  |
| <b>Total Salary Expenses</b>  | <b>\$ 231,729</b>         | <b>\$ 231,729</b>  | <b>\$ 231,729</b>  |
| <b>Net Surplus after Support, Operating and Salary Expenses</b>   | <b>\$ 27,010</b>          | <b>\$ 21,681</b>   | <b>\$ 22,672</b>   |
| <b>Revenue Share Amount</b>   | <b>\$ 27,010</b>          |  |  |
| Faculty - Professional development fund (total to be split among all full time faculty) -5%                         | 5% \$1,351                |  |  |
| EC - Program reinvestment - 25%   | 25% \$6,753               |  |  |
| Department -30%   | 30% \$8,103               |  |  |
| College -30%  | 30% \$8,103               |  |  |