

## ACADEMIC SENATE MINUTES

**DATE:** March 14, 2019

**PRESENT:** Suzette Nynas  
Kelly McCoy  
Heather Thompson-Bahm  
Vern Gagnon  
Jennifer Lynn  
Joy Honea (ex-officio)  
Florence Garcia (ex-officio)  
Darlene Hert (ex-officio)

Jim Barron  
Keith Edgerton  
Sarah Keller  
Paul Pope  
Rachael Waller  
Christine Shearer (ex-officio)  
Sue Balter-Reitz (ex-officio)

**ABSENT:** Scott Butterfield\*  
Kelly Shumway\*  
John Dorr (ex-officio)\*  
Mary Susan Fishbaugh (ex-officio)\*  
Melinda Arnold (ex-officio)\*

Cindy Dell\*  
Halle Keltner (student)  
Ed Garding (ex-officio)\*  
Vicki Trier (ex-officio)  
Trudy Collins (ex-officio)

\* *excused*

**GUESTS:** Jenay Cross  
Melinda Tilton

**PRESIDING:** Jim Barron, Chair

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Jim Barron called the meeting to order at 3:41 p.m. in the Chancellor's Conference Room.

### I. ANNOUNCEMENTS

Florence Garcia stated that Provost Arnold asked her to find a faculty member for the PLA task force. The group had originally started with just City College, but Dr. Arnold is expanding the effort to include all colleges, and more faculty representation is needed. The responsibilities are not known at this time. Dr. Barron will contact the Provost about representation on the task force.

## II. ACCEPTANCE OF MINUTES

A detail was missing from the February 21 minutes. They will be revised and presented for approval at the next meeting.

## III. OTHER REPORTS

### **RD 101 Update**

Since Cindy Bell could not be at today's meeting, Jenay Cross of the Grants Office is attending. They have met with the English faculty, as well as Advising and Admissions about implementing the plan. The plan is to add RD 101 as a prerequisite or corequisite to WRIT 101, 104, 121, and 122, i.e., the freshman writing courses. They are also working on getting more students into the Bridge program.

The Senate agreed they are in favor of this plan.

## IV. CONSENT AGENDA

**Item 46** AS Program of Study in Human Resources College of Business Articulated Emphasis. Modification to an existing program.

**Item 49** ACT 274 Scuba Diving. Delete course.

**Item 50** ACTG 401 Principles of Federal Taxation-Individuals. Change title to Federal Income Taxation, per CCN.

**Item 51** ITS 171 Configuring MS Server 2016. Change number to 212 and change title to Networking Operating System-Server Admin, per CCN.

**Item 51.a** ITS 200 CCNA Exam Preparation. Change number to 289 and change title to Professional Certification, per CCN.

⇒ Motion by Keith Edgerton, seconded by Paul Pope to **approve the consent agenda.**

⇒ Motion carried.

## V. ITEMS – FIRST READING

**Item 55** Senior Undergraduate Students Enrolling in Graduate Courses policy. Modification to an existing policy.

⇒ Motion by Paul Pope, seconded by Keith Edgerton to **approve Item 55 on first reading.**

The question was raised as to how many graduate-level credits an undergraduate student can apply to a bachelor's degree, since this proposal does not include that policy. It was agreed this is a separate issue to be clarified later.

⇒ Motion carried.

⇒ Motion by Vern Gagnon, seconded by Paul Pope to **waive second reading of Item 55.**

⇒ Motion carried.

## VI. CHANCELLOR REPORT

Dr. Edelman stated that we presented our new vision and mission statement to the Board of Regents last week. It was received very positively.

They are continuing to work on tuition “discounts” (rather than waivers) for out-of-state students. We have essentially priced ourselves out of the market, as out-of-state students pay three to four times more than in-state students. The discounts will be based on high GPA and valued up to \$10,000.

Enrollment is up for Fall, but applications for housing are lagging. There is remodeling work planned for the dorms.

## VII. ITEMS – FIRST READING continued

**Item 57** Revised General Education Purpose Statement. Submitted by the Gen Ed Committee.

⇒ Motion by Vern Gagnon, seconded by Paul Pope to **approve Item 57 on first reading.**

Melinda Tilton, Co-Chair of the Gen Ed Committee, noted that the Committee is currently revising the program outcomes, and should be done next week. They requested feedback from department chairs and instructors of Gen Ed courses.

⇒ Motion carried.

⇒ Motion by Suzette Nynas, seconded by Vern Gagnon, to **waive second reading of Item 57.**

⇒ Motion carried.

## VIII. ITEM – SECOND READING

**Item 56** A&SC 111 First Year Seminar. Move course to the Department of Educational Theory & Practice.

⇒ Motion by Vern Gagnon, seconded by Paul Pope to **approve Item 56 on second reading.**

⇒ Motion carried.

## IX. DISCUSSION/ACTION ITEMS

### A. Volunteer Needed: Provost's Weekly Enrollment Management Meeting

This group may have met already; a volunteer may not be necessary. Dr. Barron will email the Provost about this.

### B. Annual Review of Administrators by Faculty

At a recent BOR meeting, the group discussed administrator reviews by the faculty senates of the institutions in the system. Western and Tech both do this by conducting surveys of the faculty and publish their results on their website. UM and MSU-Bozeman are considering this type of evaluation. Should MSUB as well?

It was agreed that administrators from the Chancellor down to the Deans should be reviewed. We should include survey questions about general topics as well as position-specific questions, since not all administrators share the same duties. Faculty with expertise in survey writing should be involved. AAUP's guidelines emphasize that the ad hoc committee formed for this purpose should not be disbanded before the process comes full circle. This needs to be an ongoing effort. Every administrator need not be reviewed every year; we could build a rotation.

The Senate will discuss this topic again and appoint a committee. They should be tenured faculty, equally divided between City College and the main campus. The History Department may have some of the surveys from last time the Academic Senate did this, some 20 years ago.

## X. NEW BUSINESS

Dean Christine Shearer thanked the faculty for a truly amazing evening at Faculty Excellence. The Cox family were brought to tears!

The meeting adjourned at 4:37 p.m.

rjrm

**Dear Montana Tech and MBMG Faculty,**

The Montana Tech Faculty Senate is once again conducting a Faculty Opinion & Satisfaction Survey. This survey will be open through Friday May 12th. If the Faculty Senate is to serve as the voice of all Faculty, we must understand what's working well and what needs improvement. Every voice matters and every opinion counts.

Best,

Your Faculty Senate Officers

**Chancellor**

Please answer the following questions regarding the Chancellor of Montana Tech (Donald Blacketter):

The Chancellor is the chief executive officer of the Institution and of the Montana Bureau of Mines and Geology, a department of Montana Tech. The Chancellor reports to the President of The University of Montana for the internal administration of the Institution. Subject to the supervision of the President, the Chancellor shall (1) have the immediate direction, management, and control of the respective units, including instruction, practical affairs, and scientific investigation; (2) be the chief administrative officer of the general faculty and of the special faculties of the departments or colleges and the executive head of the unit in all its departments; and (3) have the duties of one of the professorships as long as the interests of the unit requires it.

**In what areas has Chancellor Blacketter excelled in the last year? Please check all that apply:**

- Communication
- External Relations
- Leadership
- Management
- Planning
- University Finance
- Values
- Student-Focused

**In what areas should Chancellor Blacketter improve based on his performance in this last year?**

**Check all that apply:**

- Communication
- External Relations
- Leadership
- Management
- Planning
- University Finance
- Values
- Student-Focused

**What grade would you assign for Chancellor Blacketter for the last year?**

A B C D F

(Box for "Grade Comments")

**Dr. Blacketter should be retained as Chancellor by the President of the University of Montana.**

YES/NO

## **PROVOST**

Please answer the following questions regarding the Provost/Vice Chancellor for Academic Affairs of Montana Tech (Douglas Abbott):

The Provost and Vice Chancellor for Academic Affairs (Provost) serves as the Chief Academic Officer for Montana Tech. The Provost reports directly to the Chancellor and acts in the capacity of Chief Executive Officer of the institution in the absence of the Chancellor. The Provost's duties include (but are not limited to): Academic Leadership, Institutional Integrity, Accreditation (both regional and degree-specific), Curriculum, Campus representative to external constituencies, Management of the campus degree portfolio, Budget Planning and Fiscal Management, Staffing, Student Affairs, and Faculty Development/Personnel. The Provost works with the Chancellor, Vice Chancellors, Deans, and the faculty/staff to carry out the mission of Montana Tech.

**In what areas has the Provost/Vice Chancellor for Academic Affairs (P/VCAA) excelled in the last year?**

**Please check all that apply:**

Academic Management

Academic Planning

Budgeting

External Relations

Faculty Development

Institutional Integrity

Leadership

Communication

Student-Focused

**In what areas should the P/VCAA improve based on his performance in this last year? Check all that apply:**

Academic Management

Academic Planning

Budgeting

External Relations

Faculty Development

Institutional Integrity

Leadership

Communication

Student-Focused

**What grade would you assign the P/VCAA for the last year?**

A B C D F

(BOX for "Grade Comments")

**Dr. Abbott should be retained as Provost and Vice Chancellor for Academic Affairs by the Chancellor.**

YES

NO

**\*\* (They also do: Vice Chancellor Research/Dean of Grad School; VC Development/Pres Foundation; VC Administration and Finance and DEANS. Each with unique criteria for the questions above)**

Then – TECH in general: Campus Questions: **Please indicate your agreement with the following statements regarding Montana Tech: All Questions Below have options of:**

Strongly Agree/Agree/Somewhat Agree/Somewhat Disagree/Disagree/Strongly Disagree

**I can openly express my concerns without fear of retribution.**

Montana Tech **online course management system** (Moodle 2) is a useful and usable resource for faculty.

Montana Tech’s **Buildings and Grounds** are well-maintained.

**Campus Technology Services** provide effective IT support to faculty.

The **Library** provides access to high quality resources and excellent service to faculty.

The **Bookstore** provides excellent service to faculty.

The office of **Enrollment Services** provides excellent support to faculty.

The office of **Human Resources** provides high-level support to faculty.

The Montana Tech **Dining Services** provides excellent services and food.

**Campus Security** maintains a safe and secure environment at Montana Tech.

**Career Services** accomplishes its mission of helping students and alumni achieve their goals and find quality jobs and internships.

**Please answer the following questions concerning Faculty Senate:**

How often would you like Faculty Senate to call meetings of the full faculty?  
Never/Once a Year/Once a Semester/More than Once a Semester

What issues would you like the Faculty Senate to act upon in upcoming Semesters? Please check all that apply:

Student Evaluations – Quantitative  
Program Prioritization

Student Evaluations Qualitative  
Montana Tech’s Special Focus Designation

What other issues do you think Faculty Senate should prioritize? Please be Specific. (Comment Box)

What Grade would you assign Faculty Senate for the last year?

A B C D F

(Grade Comment BOX)