

## ACADEMIC SENATE MINUTES

**DATE:** September 14, 2023

**PRESENT:** Suzette Nynas  
Mara Pierce  
Debra Schoenfeld  
Susan Gregory  
Austin Bennett  
Melissa Boehm  
Jim Barron (ex-officio)  
Ann Beste-Guldborg (ex-officio)  
Sue Balter-Reitz (ex-officio)

Matt Queen  
Jennifer Lynn  
Scott Gorman  
John Pannell  
Paul Pope  
Vern Gagnon  
Susan Gilbertz (ex-officio)  
Sep Eskandari (ex-officio)  
Eileen Wright (ex-officio)

**ABSENT:** Kari Dahle-Huff\*  
Tami Haaland (ex-officio)\*  
Leslie Weldon (ex-officio)  
Jana Marcette (ex-officio)

David Russell (student)  
Vicki Trier (ex-officio)  
Kim Hayworth (ex-officio)

\* *excused*

**GUESTS:** Kathleen Thatcher  
Cheri Johannes

Joann Stryker  
Alisa Batchelor

**PRESIDING:** Jennifer Lynn, Chair

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

### I. ANNOUNCEMENTS

ResearchFest applications are open. It will be October 12, 5:00-7:00 p.m. at Craft Local. All faculty are encouraged to submit a poster, creative work, performance, etc. The deadline for application is September 29.

### II. ACCEPTANCE OF MINUTES

The minutes of April 20 & August 24 were accepted as presented.

### III. ELECTION OF CHAIR ELECT

The Chair Elect will become the Chair of Senate at the end of Spring 2024. The Chair attends Cabinet, Provost Council, BOR, and New Programs meetings; they meet with the other Senate Chairs across the MUS; they work with UCC, Grad Committee, and GEC; and they work closely with Provost Eskandari. The Chair also gets one course reassigned time per semester.

Per policy, City College Vice Chair Vern Gagnon has first right of refusal for the position. Mr. Gagnon respectfully declined the position of Chair Elect.

⇒ Vern Gagnon nominated Suzette Nynas, and Paul Pope seconded.

There were no other nominees.

⇒ Suzette Nynas was elected Chair Elect.

### IV. PROVOST REPORT

Dr. Eskandari congratulated Dr. Nynas on her election.

He noted that yesterday, the search for a permanent Library Director was launched. It will hopefully be complete by the end of 2023. Tomorrow, Dr. Eskandari will re-launch the COB Dean search. He thanked Susan Gilbertz for continuing as Interim Dean. The goal is to have a new Dean of COB in place by July 1, 2024.

Provost Eskandari will also be launching a task force to re-name the building which now houses COE and COB, as well as many other support services. Naming a building is a long process which culminates in Board of Regents approval.

Associate Provost Sue Balter-Reitz has been appointed OCHE/MUS Director of Online Initiatives—her contract is actually 1.25 FTE. The State is moving to one Learning Management System (LMS), and faculty including Joy Honea were involved in shaping the RFP. There were five applicants, but two stood out: our current D2L and Canvas. Canvas actually scored the highest in a number of criteria, including cost and student and faculty useability. OCHE will have funding to help in this transition, and the State is investing in white-glove service from K-16 to migrate each course *for faculty*. Faculty will not have to do it themselves; this will not be the mess we experienced migrating from eCollege to D2L several years ago. We will be able to prioritize which courses get the most attention and analysis in the migration process (that is, courses taught most often), but *all* courses offered in the last few years will be migrated.

Dr. Balter-Reitz and Andrea Aebersold, Director of the Center for Teaching and Learning, will lead a campus committee for the transition.

The absolute deadline to transition is Fall 2025. However, there will be incentives, such as extra resources, to move earlier, such as Fall 2024. Cheri Johannes, Registrar, noted that if Fall 2024 is the goal, students register for Fall courses in March 2024, which means we need to be ready by January 2024.

Joann Stryker, Institutional Research, noted that she will be reaching out to Watermark for their integration with Canvas for student evaluations of faculty. She noted that Watermark is already working with Canvas, so it should be very little effect.

The question was raised about video streaming service. Dr. Eskandari stated that we will sync the move to Canvas with the move to Microsoft Teams from Webex.

Dr. Balter-Reitz noted that the contract is currently being negotiated. Faculty can send any feedback to Dr. Balter-Reitz.

Provost Eskandari noted that it is very fortunate for MSUB that Dr. Balter-Reitz is in this state-wide role. MSUB has the highest number of online courses in the MUS, and having the Director of this project is a great benefit.

Dr. Eskandari also noted:

- The “Belong and Be Well” initiative will be for faculty through the CTL.
- Please continue to use Navigate to help retain our students, and advocate its use to other faculty.
- There are a number of faculty searches pending his approval, and he has been unable to do the financial analysis yet.
- Watermark/Faculty Success has had some changes, including faculty access to last year’s letters. Brett Weisz has been a great partner on this.
- Provost's Faculty Professional Development Grants applications due October 2
- Pre-Tenure Scholarship Enhancement (PTSE) deadline extended to October 17
- Creative and Research Endeavors (CARE) applications due October 26
- 2024-2025 Sabbatical Applications: submit to Department Chair by October 20

#### V. ITEMS FOR INFORMATION

Title	Status	Received	Request Type
Undergraduate Curriculum Committee Report 2022-2023	Added	8/28/2023	Report
Commencement Committee Report 2022-2023	Added	8/28/2023	Report
Academic Standards & Scholastic Standing Committee Report	Added	8/30/2023	Report

⇒ Motion by Paul Pope, seconded by Debbie Schoenfeld to **accept the reports for information.**

⇒ Motion carried.

## VI. DISCUSSION/ACTION ITEMS

### **A. AI Subcommittee: Expanded membership**

The current members are John Pannell (chair), Paul Pope, Austin Bennett, and Susan Gregory. We should have representatives from each college. Dan Willems of CHPS has already contacted Mr. Pannell, so he will be added. The COB will find someone to be on the subcommittee as well.

The Senate thanked the subcommittee for their work and Mr. Pannell in particular for his presentations last year and this August.

### **B. Nominees for Sabbatical Committee and Provost's Professional Development Grant Committee**

The following lists are accepted and will be sent to the Provost.

#### **Sabbatical Committee**

Bernie Quetchenbach, CLASS  
Sam Boerboom, CLASS  
Scott Butterfield, COB  
Joy Honea, CLASS  
Alex Shafer, CHPS  
Sarah Keller, CLASS  
Jennifer Scroggins, CLASS

#### **Provost Professional Development Grants Committee**

Scott Jeppesen, Music, CLASS  
Brent Finger, Psych, CLASS  
Mark Earnhart, Art, CLASS  
Vern Gagnon, Auto Tech, CC  
Tim Stenson, Welding, CC  
Debbie Schoenfeld, COB  
Ambrin Masood, Rehab & Human Services, CHPS  
Kari Dahle-Huff, COE

## VII. NEW BUSINESS

Many faculty forget that students stay in the catalog they started in. So, even if a program has been revised or new required courses have been added, those are not going to show up in a student's DegreeWorks, as the student is still in a previous catalog. Dr. Lynn stated the Senate could send out a short email reminding faculty of important policies, such as students staying in an older catalog, the incomplete policy (which has recently been revised), and the independent study policy. Dr. Lynn will write up something and have Dr. Johannes review it. Dr. Johannes noted that if Senators know of any confusing or just unfamiliar policies, let her know.

Dean Susan Gilbertz asked if we are doing our students a disservice by allowing them to register for courses now, a week and a half into the semester. Do we have any data about how well those students do? It was noted that there are many reasons why students may be adding a course late, and it does happen a lot. Dr. Eskandari noted that the seventh class day (our policy) is actually pretty standard across the country.

Susan Gregory raised the issue of students not using the University email. At what point can we insist they use the campus email, especially as they go out into professional work such as internships? The preferred email system continues to be a problem. Dr. Johannes noted that, thanks to the MSU shared systems, if a student starts at MSUB but then transfers to MSU, their email address stays as @msubillings, which many students don't realize. Dr. Balter-Reitz noted that they hope to get rid of the third email address that was required by D2L.

The meeting adjourned at 4:36 p.m.

rjrm