Faculty Senate Meeting Minutes  
February 9, 2017, 3:00 P.M. GBB 123

Call to Order   
Chair DeBoer called the meeting to order at 3:00 p.m.   
Registrar Hickman called roll.  
  
**Members Present:** J. Banville, D. Beck, T. Beed, A. Belcourt, S. Bitar, M. Bowman, S. Caro, A. Chatterjee, Y. Cho, Z. Cooper, J. DeBoer, A. Delaney, D. Erickson, L. Fern, L. Frey, J. Gallo, N. Greymorning, K. Griggs, B. Halfpap, B. Harrison, L. Howell, J. Hunt, U. Kamp, P. Lukacs, D. Lurie, D. MacDonald, J. Millspaugh, L. Nichols, G. Peters, S. Phillips, G. Quintero, Y. Reimer, J. Sears,T. Slater, A. Sondag, S. Stan, A. Szalda-Petree, J. Thomsen, E. Uchimoto, M. Valentin, N. Vonessen, A. Ware   
 **Members Excused:** B. Allred, J. Bunch E. Gagliardi, K. Harris, S. Johnson, C. Kirkpatrick, C. Lawrence,

**Members Absent:** O. Berryman, M. Boller, G. Collins, T. Crawford, M. Hamon, W. Holben, G. Larson, J. Laskin, M. Maneta, C. Off, D. Patterson, T. Sanders   
  
**Ex-Officio Present:** President Stearns, UFA President Haber, ASUM President Forstag

**Guests:** J. Sedgely

**Minutes:** The minutes from December 8th, 2017 were approved.

Chair DeBoer announced that the order of the agenda will be changed slightly so that President Stearns may present the honorary degree candidate. This will require a brief Executive Session following her Communication at which time guests may wait in the lobby. Guests may return to the meeting when the executive session is complete.

## Communication

* President Stearns briefly addressed the Senate. She apologized for not being able to stay for the full meeting, but must drive to Helena for an event at the Legislature that is sponsored by the Montana University System. Dean **Daniel J. Bingham at Helena College announced his decision to step down.   
    
  The University sent a safety-alert regarding the possibility of students given tainted drinks. She felt it was better to err on the side of caution and remind students to have situational awareness. If you have any questions or recommendations please contact Paula Short or Rebecca Power.**

The Legislature is in its usual holding pattern following listening to the various presentations. The University Systems presentations were exceptionally well organized and committee members asked very good questions. Student involvement attributed to the quality interaction with the legislators. They do not want to be disrespectful to students. No decisions have been made yet, but an executive action could be made any day now. It would be nice if the $25,000,000 cut out of governor’s higher education budget was restored, but this is generally not how it works. State support relates to whether or not there is an increase in tuition.   
  
President Stearns has been introducing herself to students in large class sections to open lines of communication. She has not yet visited with a graduate class. Her goal is to talk to as many students as possible in the shortest amount of time.   
  
Spring enrollment will be announced next week. Budget planning for the next several years will be based on an average enrollment of 11,000 students as an average, until we can figure things out. Some of the enrollment efforts are starting to pay off. The university is and always has been resilient. It is difficulty to contract to match the number of students. She was on campus in 1989 when the Regents cut programs. Communicative Sciences and Disorders was one of those that is now re-established. She has seen a lot of cycles. This year is the University’s 125th anniversary. A lot of decisions are needed to move forward with confidence, good will, and communication. This is what she intends to foster.

She had a great meeting with Mark Thane, Superintendent of schools. She learned a lot about the public schools and what the University is doing to connect with them. We can do more. She is hoping to establish a Press Availability Day that focuses on matters of public interest. The first will be an open house in Skaggs. The event will feature information on some bullet points and have experts available to answer questions. We will and should do “One Education.” We can do some things better. For example there are 600 plus students enrolled in dual enrollment courses, but only half of them receive the college credit. In many cases the students cannot afford the fee. She is going to think through a way to move forward on this that supports the students and may help to bring them to campus.

We should be able to close out in good shape for 2017. Administration and Finance needs to hear now from budget managers how designated funds will be used to cover line items that show as over spent. This communication is critical to understand exactly where we stand.

Vice President Mike Reid clarified that it is common practice to spend general fund dollars and later move funds to reconcile accounts. Administration and Finance needs to know about the pending adjustments before June in order to understand the financial picture. This is good practice, especially this year.

President Stearns provided a PowerPoint Presentation with the title Forward 125. “For continued strength into the future, we must examine our organization and make sound decisions to reflect the needs of our students and maximize the finite resources.” A slide showed the intersection of the University Budget Committee (UBC) and subcommittees with Implementation, University Planning Committee/Strategic Planning Committee, Efficiencies/Shared Services and Data Governance, and Assessment. The plan to move forward is to:

* **Develop a framework** for a budget consistent with an enrollment of 11,000 student headcount for FY19.
* **Provide a platform for growth** within that budget reality where growth is defined both in student headcount and program strength.
* **Outline a planning process** that engages campus stakeholders in an open and participatory process to shape the immediate and long-term future of our university.

President Stearns outlined the timeline needed in order to present the Board of Regents with a workable budget by the deadline. It calls for the budget framework to be developed this Month, along with the formation of a Program Prioritization Committee, and the presentation of potential metrics to be distributed to shared governance. The budget framework would be discussed by the University Budget Committee (UBC), the Metrics would be decided, and the weights and data received in March. In April the UBC presents the budget framework to Administration and Finance and the Strategic Plan is presented to campus. Administration and Finance presents the FY18 Budget & FY19 PLAN to OCHE. The Program Prioritization Committee makes recommendations in October to the Implementation Planning Committee (IPC)/ President’s Cabinet. In November the IPC makes recommendations to the President who makes the final decision in January.

“**Our success depends upon shared governance and immediate engagement in the Forward 125 effort.**

Leadership from SPCC, UPC, and Shared Governance will meet with the leadership from UM Assessment and Data to identify a menu of indicators/metrics that are available for consideration during the PP process.

After a long menu is identified, the SPCC and UPC will work **immediately** with the Forward125 group to develop a proposal for PP metrics.

That proposal will be delivered to SG Leadership (UFA, Faculty Senate, Staff Senate, ASUM) by the end of February. Those groups will then have 30-45 days to consider the proposal and – if they choose to do so – **using the agreed upon initial menu of potential PP metrics**, deliver a single, concrete alternative proposal to the Forward125 team by early April.”

**Important Timeframe and Outcomes**

|  |  |
| --- | --- |
| **DATE** | **KEY OUTCOME** |
| May  2017 | FY18 Budget submitted to BOR for approval based on FY17 budget. |
| May  2017 | Proposed plan for developing FY19 budget based on 11k student headcount, program prioritization, budget allocation metrics/benchmarks and the university strategic plan presented to BOR. |
| October  2017 | With extensive participation from shared governance, the prioritization (both academic and non-academic) committees will finalize recommendations. |
| December 2017 | Decisions with budget implications will be shared with the campus community. |
| May  2018 | FY19 budget presented to BOR. |

#### Questions

Senator Bitar: Who is considered a campus stakeholder?

President Stearns: Campus stakeholders include all employees, faculty, staff, students, alumni, donors, and broader community. First and foremost campus stakeholders are those individuals who give time and money to the university.

Senator Valentin: America is pragmatic country. Will there be deprioritizing based on enrollment during the prioritization process?

President Stearns: We have to set priorities for allocating resources. We will likely incorporate incentives for early retirements to ease our way, but this is not certain. Getting engaged in the process is important. There may be a shared sense that certain programs must be retained. We need to manage the reality of our enrollment and budget.

Any major decision has to bring knowledge. All areas are submitting 7 year assessment report in March. There will be a site visit in May. She hopes the visitors will conclude that the institution has data informed processes with solid communication structures.

The work of the Strategic Planning Council can be asynchronous with the Program Prioritization and Forward 125. She intends to make the best use of Strategic Planning Committees’ work.

Vice President Whittenburg: The reality is that we have a tight time frame. He has generated a list of metrics used by other universities during program prioritization. He has given this list to Dawn Ressel to determine for which we have accurate data. Once this is clarified the metrics will be sent to shared governance for consideration.

President Stearns: There are several subcommittees of the Budget Committee. There will be a lot of moving parts in the process. The best way to avoid duplicating work is to make sure the groups are communicating with one another.

### Executive Session

Senators considered and approved the honorary degree candidate presented by President Stearns. She got permission from OCHE, the Board of Regents, and ECOS to bring the nomination forward even though it was past the normal consideration sequence.

* Janet Sedgely   
  A flyer was distributed to senators. There was an incident involving Online MOOC courses at Berkeley in August. Although the University had a great policy it wasn’t enforced. UM now has a comprehensive policy, but compliance is not guaranteed. Resources are available for captioning and accessible courses and course materials, but are not are not incorporated in a standard way. Our [Accessibility Policy](http://www.umt.edu/accessibility/implementation/policy/default.php) covers the web, documents, instructional material, software and hardware, and media. The campus web environment and some software have imbedded review.
* Faculty should focus on assessment review for one course a semester. Adding accessibility components to your course materials:
  + Make them available to all students.
  + Many students find the features helpful.
  + There are marketing benefits (web, media).
  + There are productive benefits (especially with document features).
  + 98% of students find captions helpful.
  + 75% of students using captions said they use captions as a learning aid.

Captions are used to:

* Help with focus (64%)
* Support information retention (63%)
* Supplement poor audio (63%)
* Sound-sensitive environments (42%)
* Difficult vocabulary (27%)
* Instructor’s accent (19%)
* Hearing difficulties (19%)
* ESL (7%)

Let Accessibility Technology Services (ATS) check your documents materials, web sites and software. ATS can also suggest a plan of attack for fixes to your courses. It can help with remediation, but will not determine alt tag identification for images because they are educational. The author benefits from learning to create accessible documents. ATS will not remediate all your documents for you.

Please take the assessment survey at (umt.edu/accessibility). ATS is available to talk with you or your department.

#### Questions

Senator Stan: Online course MBA – recording videos – need students to have them available now – can software be installed on personal computer. Standards and technology are always changing.

Sedgely: You tube is not perfect but better than it could be. So set up a youtube account. Then ETS can grab and improve.

Senator Banville: Do you have any thoughts on how to make an audio based class available to a hearing impaired student? The course involves producing audio stories through interviews using software.   
  
Sedgely: We should have a conversation.

Senator Vonessen: The Digital Accessibility Committee needs a faculty member that is not from the sciences or the library.

Senator Bradford is in the process of developing another online math class. She used APS services for close captioning. The students love it.

Senator Beck asked about captioning videos.

Sedgely: APS will first check with the library to see if the video can be ordered with captions. If not, APS will create a DVD that the library stores as media.

### ASUM President Sam Forstag

ASUM President Forstag introduced Kelsey McCauley. She is studying Marketing and Sustainability Business and is a member of the STARS team. STARS are a campus-wide sustainability assessment and rating system. One portion of the assessment is identifying all courses taught at UM that are sustainability focused or related. The Team is working to complete a second STARS assessment this year. In 2014 UM was awarded the STARS silver rating. The complexity of rating process has increased. The application now has more than 1000 data points. There is now an academic, research, and resources section. The survey links to the definitions and asks faculty to identify the courses and explain how the course meets definition. A second portion of the assessment is identifying sustainability-focused and –related research being conducted on camps. The goal is to document the work in order to promote and move towards more sustainability. Please complete the survey when you receive the email notice.

ASUM President Forstag addressed the Report on the 1977 Program Prioritization Process that was posted to the agenda. The process was not successful. It is clear from the report that what is necessary for success is a collaborative approach from shared governance with clear goals and agreements. ASUM has seven senators researching how program prioritization has worked at other universities. The students are ready to work with the faculty.

#### Comments:

Senator Ware, Physics and Astronomy: Thank you for the report. The information is useful. The accelerated timeline is concerning. A longer time period is recommended. Questions about the 1977 process can be asked of Professor Emeritus Albert Borgmann who is still around.

Senator Salzda-Petree, Psychology: There will be problems with moving too fast. It won’t work.

Senator Bradford: There are several activities the last week in February where faculty can provide feedback.

Senator Banville, Journalism: Is there any sense whether we would be able to get a guarantee from the administration and the Commissioner Christian? This is something to consider.

Senator Frey, History: How could program prioritization possibly be done by April? If the faculty don’t participate, there will be cuts anyway. This is troublesome. But we do not want to be too involved. Was President Stearns trying to convince the Senate that we need to do is speed forward fast?

UFA President Haber: The context is that the administration must propose a budget in mid-April that will be deliberated by the Board of Regents in May. It is hard to get accurate information. What he understands and has been told repeatedly is that we should be able to make it through this fiscal year. The message is that the Regents are willing to help us through FY 18 as long as we have the budget balanced for FY 19. This implies that we have to have the prioritization process in place this spring in order to change the budget formula.

Should program prioritization be a faculty lead process with students and staff involved? Should we take this on? There are reasons not to. One of the main reasons-it is not our job. It is the administration’s job. They have higher salaries to make tough decisions. Another strong reason not to be involved is the outcome of the 1977 process and the AAIP. When there is a pattern of recommendations not being followed, people are nervous. We should not invest the time, unless we have assurances that our recommendations will be used. President Stearns indicates Forward125 is open for discussion. Tuesday there is a general meeting of faculty represented by the UFA. The goal is to get feedback on how to move forward regarding program prioritization.

He is leaning toward being involved. However, if there is not a fair number of faculty that want to be involved, then the UFA will not be. The administration can do the evaluation process to stabilize our budget and the faculty can complain about it. This will likely entail identifying programs that must be reduced or eliminated. The Tuesday meeting will start the conversation. There may also be the need for a special Faculty Senate meeting to consider options. A conversation is also needed with OCHE and the Board of Regents.

Senator Frey was here in 1977 and recalls the damage from the process. If it is led by the faculty then we own it. In 1977 the faculty led the process, but didn’t have any influence on the decisions. It tore campus apart. Another issue is that faculty won’t have the time to do this. We should let the administration lead, otherwise it pits faculty, departments, or colleges against one another. Let’s be informed and involved, but let them take responsibility.

Senator Valentin, Modern and Classical Languages and Literature: This discussion should have started years ago. To make the administration feel better they are encouraging us to cut ourselves. It’s the future of the humanities that is in jeopardy. The Board of Regents wants to minimize the core of the university. We can fight. We have a union.   
  
Senator Lurie, Biomedical Science: She is disappointed in the administration. We have been locked in for years at a lower tuition than MSU. We have not heard about any efforts to create programs for state based financial aid for students or seen other plans to address the budget, besides program prioritization.

* UFA President Paul Haber   
  His sense is that there is going to be some tuition increase. Program Prioritization means thinking about everything: Athletics, Administration and Academics. There will be cuts no matter who is involved in the review. We need to decide whether it should be administration, or are faculty willing to commit to the difficult process? Faculty can have input on the review committees without having decision making authority.

Chair DeBoer agreed that there needs to be another meeting to further discuss the condensed timeline that President Stearns outlined in her presentation. She indicated there was some flexibility, so he needs to find out more information.

Senator Bitar asked about the Chair’s confidence in shared governance.

### Chair’s Report

The [invitation](http://www.umt.edu/facultysenate/documents/FSDocs%2016-17/UMPresidentialSearchCommitteeInvite_2%206%202017.pdf) asking members to serve on the search committee for the President was posted to the agenda. Chair DeBoer was invited to serve on the committee. The committee membership should be available soon.

A [progress report](http://www.umt.edu/facultysenate/documents/FSDocs%2016-17/SPCC_progress_ECOS.docx) from the Strategic Planning Committee was posted to the agenda. The draft Strategic Plan will be presented at the March Faculty Senate meeting.

Deputy Commissioner Cech sent a [communication](http://www.umt.edu/facultysenate/documents/FSDocs%2016-17/CechEmail1-23-17.docx) to Interim Provost Edmond in January mandating that UM be in compliance with the Common Course Numbering transfer Policy. Students that transfer within the MUS system should not be required to appeal to have a CCN course fulfill the intermediate writing requirement. Although CCN courses have 80% learning outcome equivalency this has not counted toward writing specific learning outcomes. This has caused a lot of confusion for students. The Writing Committee is aware of the situation and is continuing discussions.

The second component of the communication requires that all remaining cross-listing be phased out by Fall 2017. Provost Edmond is calling a group together to discuss this issue. Chair DeBoer requests faculty to send concerns by 5 p.m. next Monday to be shared with this group.

The Faculty Senate is hosting the President’s Box for the March 1st Lady Griz Game. Please contact the Senate Office to get tickets.

Professor Ryan Mizner’s (Physical Therapy) name was drawn for the gift certificate to the Pearl Restaurant for participating in the Evaluation of the Administration.

Chair DeBoer will be in touch about a special senate meeting.

## Committee Reports

* ASCRC Chair John Eglin  
  The [curriculum consent agenda](http://www.umt.edu/facultysenate/curriculum/approved/ascrc/ASCRC%20Curriculum%20Consent%202-9-17.docx) approved.

The [revision to the Historical and Cultural General Education Group (H)](http://www.umt.edu/facultysenate/documents/FSDocs%2016-17/ReviseGenEdH2-9-17.doc) was also approved. It was circulated to departments and there were no objections. The revision is intended to increase clarity with regard to distinctions between the groups. Removing the culture component will not impact courses currently taught in the group. Double dipping also will not be impacted.

### Graduate Council Chair Linda Frey

The [curriculum consent agenda](http://www.umt.edu/facultysenate/curriculum/approved/grad_council/Graduate%20Council%20Consent%20Agenda%202%209-17.docx) was approved.

## New Business

* The Resolution objecting to President Trump’s January 27 executive order was debated and eventually approved with a friendly amendment changing “condemn” to “object to.” Two senators were opposed to the resolution.

## Good & Welfare

* Senator Beck announced that his wife Professor Rosalyn LaPeir, currently serving as a Smithsonian Research Associate, is on the Steering Committee planning a Walk on Washington. Anyone interested in participating should contact her.
* Senator Banville: President Stearns spoke about introducing herself at large classes. She is also using this time to give an administrative spin on what’s going to happen to the University. This is not an appropriate use of class time.
* Senator Valentin: This is disingenuous. The Faculty Senate should take a stand against using class time for this purpose.
* Senator Bradford: On behalf General Education Committee, she reminded the Senate about this year’s postponed review in order for the committee to complete its work. An assessment proposal to support evidenced based reasoning in the review of general education is on the horizon.

## Adjournment

The meeting was adjourned at 4:56 p.m.