Faculty Senate Meeting Minutes
September 21, 2017, 3:00 P.M. GBB 123

Call to Order
Chair Bowman called the meeting to order at 3:00 p.m.
Registrar Hickman called roll.

**Members Present:** A. Alger, B. Allred, A. Ametsbichler, J. Banville, D. Beck, A. Belcourt, O. Berryman, M. Boller, M. Bowman, J. Bunch, S. Caro, J. Carter, S. Certel, A. Chatterjee, Y. Cho, S. Clouse, D. Coffin, G. Collins, Z. Cooper, T. Crawford, J. DeBoer, A. Delaney, A. Elliott, D. Erickson, L. Fern, S. Gordon, N. Greymorning, K. Griggs, B. Harrison, M. Horejsi, J. Hunt, G. Larson, D. Lurie, T. Manuel, M. Monsos, M. Musick, A. Nack, H. Naughton, D. Patterson, J. Pavilack,G. Quintero, A. Ratto-Parks, Y. Reimer, S. Ross, S. Schwarze, A. Sondag, S. Strohl, A. Szalda-Petree, J. Thomsen, E. Uchimoto, N. Vonessen, A. Ware
 **Members Excused:** M. Boller, E. Gagliardi, U. Kamp H. Martins, L. Nichols, S. Phillips

**Members Absent:** S. Bitar, G. Collins, P. Dietrich, B. Halfpap, M. Hamon, J. Laskin, J. Millspaugh, G. Peters, J. Sears

**Ex-Officio Present:** Interim Provost Edmonds, Associate Provost Lindsay, Registrar Hickman, ASUM President Fitzgerald, ASUM Vice President Love

**Minutes:** The minutes from July 13th and May 4th were approved.

## Public Comment

There was no public comment.

## Communications

* President Stearns

President Sterns recognized Mary-Ann and Matt for their involvement at the Board of Regents and the cabinet. She very much appreciates their engagement this year.

President Sterns’ position as President is coming to an end soon. She reports that the experience has been fascinating, challenging, and rewarding; she is proud of the University of Montana.

Lecturers
The University Faculty Association and the administration have been in discussions about the notice to lecturers. Paul Haber, UFA President joined President Sterns to announce that a resolution was reached. The agreement is that lecturers will have the same workload and compensation for fiscal year 2017-2018 as they had last year. Negotiations that involved upward agreements will be accepted. The notice that ended employment effective December 31st was rescinded. Lecturers’ contracts will continue through spring semester. The UFA sent a message to lecturers earlier today.

Convocation
The convocation was moved to the Dennison Theatre due to the smoke. The change in venue created a magical, energetic evening. President Stearns recognized the Resident Hall Assistants for the efforts. The feisty spirits of the incoming students created a fun event. President Stearns 14 year-old grandson persuaded the students to sing Happy Birthday to her. We have an opportunity to turn around the downward spiral with attention on retention.

Budget

The budget is tight for Fiscal Year 2018. We received formal approval from the Board of Regents last week. A big concern is MUS share of the state’s rescission. The Legislative Committee meets on October 4th and 5th. Rosi Keller, Interim Vice President for Administration and Finance, is working on modeling scenarios with cuts of 5-10%. Shared Governance will be informed when the administration has good information. The University must honor contracts. The results of APASP will inform the necessary decisions.

Questions

Senator Uchimoto: Could the university system increase tuition to make up for the loss of revenue from the state?

President Stearns: The Board has already set tuition, so an increase at this time would be against policy. It is likely the rescission would be over the biennium. UM would have structural issues to address. We will likely be required to reduce the budget this year. The APASP reports (administrative and academic) will be reviewed at the same time. The intention is to have APASP inform decisions. Most of the money is in personnel. The administration will be looking at everything.

Senator Beck: The stories in the media need to clarify the university has cut everything possible, so that the message is not distorted.

* Interim Provost Beverly Edmonds presented the [Non-tenurable faculty report](http://www.umt.edu/facultysenate/documents/FSDocs17-18/NTT-Assignments-AY16-17.pdf).
The University’s overall percentage is in compliance with Policy 350, [Non-Tenurable Academic Appointments](http://www.umt.edu/policies/browse/academic-affairs/non-tenurable-academic-appointments). The aggregate total should not exceed 25%. Missoula College is still over the recommended percentage. Provost Edmonds is in discussions with the Dean to address the issue.

Questions
The 2014 Law School percentage of 88.89 must be an error.

Senator Uchimoto: The report should include a column for lecturers given the policy stipulates a 20% maximum.

Senator Coffin: Could you address the rumors that the administration is advocating for a 3:3 workload for all units.

Interim Provost Edmond: In March, the deans received a memo with guidance about working within their budgets. It said, “I expect you to continue to adhere to guidance on enforcing minimum course enrollments. Please remember that course enrollment minimums are to be used in determining whether a class should run or be cancelled. Minimums are not the same thing as the target enrollment level for courses. I expect you to make every effort to assign workloads that maximize the use of full-time faculty.” There was no specific recommendation for a 3:3 workload.

Several individuals have asked whether workloads are consistent across campus. The Collective Bargaining Agreement indicates the dean in collaboration with the provost establishes workload. Some institutions have a procedure that sets 3:3 or 4:4 as the standard and then sets logical and rational agreed upon criteria for workload reduction. These could include accreditation standards, pedagogy, graduate education, and class size. Any changes to the current procedure would require bargaining with the union. Some units on the mountain campus have a 3:3 workload. Missoula College has a 5:5 workload. The Provost has heard about inequities across the university
* Linda Green, Director of Wellness, and Julee Stearns, Health Promotion Specialist from Curry Health Center gave a short presentation. The Wellness Program helps students develop healthy lifestyles and reduce behaviors detriment to their success. In the past, the focus was on healthy sexuality and alcohol use, but the current focus is on mental health, residency, and coping skills. Through focus groups and one-on-one conversations, a graduate student in the Wellness program heard about the wonderful things faculty and staff do for students to help them succeed. The research was informed by a project at Simon Fraser University in Canada that explored how learning environments contribute to student well-being and positive academic outcomes.

The research findings lead to the creation of a Student Wellness Advocate program. Students nominate Faculty and Staff to be recognized as Student Wellness Advocates. The
employees nominated by students are recognized with a certificate and door sticker letting others know they are a part of the Student Wellness Advocate program. The advocates are given the feedback from their nomination. Ninety-six employees have been nominated this semester. Students mostly find out about the program through social media. Julee Stearns read a few comments from nominations of senators. The work that faculty do to mentor students really does matter. Connecting with students comes naturally to many of the individuals nominated. The Wellness program would like to take this project further by providing tools that faculty can use in the classroom to promote student well-being. The program is looking for partners in Academic Affairs to help create the content and mechanism for dissemination. Faculty interested should contact Julee Stearns.
* Jess Neidigh, Director of Student Affairs IT and Gordy Pace, Director of IT Communications gave an update on the [One IT Process](http://www.umt.edu/oneit/) .

In May, President Stearns charged IT to design and deliver more efficient IT services. The One IT process started with gathering data and mapping IT services. Gordy Pace outlined the [guiding principles](http://www.umt.edu/oneit/principles/default.php) of OneIT: Focus on users, Keep IT simple, Build partnerships, and Value data. A lot of stakeholders have been engaged in the process, including ASUM and Staff Senate. Draft recommendations will be presented at a Campus Forum on October 3rd from 10:30 - 12:00 p.m. in the UC Ballroom. Feedback will be collected on the draft and recommendations will be delivered to the President on November 1st.

Questions
There are concerns about distributed IT and centralized IT. The recommendations should reconcile the needs. IT should function as an integrated unit with better collaboration and less duplication of services. There will not be any immediate shakeups. The technology practices across campus can be aligned and integrated for better efficiency. The funding models for the current positions varies across campus and is a volatile topic.

* Brian French, Executive Director, Office for Student Success- [Technology for Student Success](http://www.umt.edu/it/projects/student-success/default.php)

There is collaboration across campus to implement the technology tools for student success. The pins on the [timeline](http://www.umt.edu/it/projects/Studentsuccesstechnologiesroadmap_v1.3.pdf) indicate when the technology will be available. There is a brief description of the project and status on the [site](http://www.umt.edu/it/projects/student-success/default.php). A three-pronged approach will be used for training: 1) web based information and tutorials; 2) demonstrations for individual units with unique concerns; and, 3) consultation. The tools enhance student self-service capabilities and provides easy access to information which should help them stay on track.

The Student Educational Planner is a part of Degree Works and takes the place of Academic Planner. It provides 4-year degree plans and allows for tracking students’ performance against their plans. It can alert advisors when students are off track and identify courses that fulfill requirements in the plan. There is a [reporting mechanism](https://www.umt.edu/registrar/DegreeWorksIssueReporting.php) for issues with the program.

Starfish is a robust tool for early alert. It also has an appointment calendar function that should be available in the spring. The early alert function allows for kudos and flags. Brian showed what this looks like in the systems interface. These messages provide a tool to increased engagement between the faculty member and student. Advisors can follow-up as well. Faculty should be able to login to the system to explore.
* ASUM President Braden Fritzgerald and Vice President Brenna Love
ASUM is excited to work with the Faculty Senate. ASUM had its second meeting last night and approved a resolution that took a strong stance on the proposed cuts to the library collection. The action clauses state: “Therefore, let it be resolved that ASUM urges the administration to recognize the Mansfield Library as a unique and critical supporting institution for the university as a whole;
Therefore, Let it Be Further Resolved, ASUM requests that the President, Provost, and Vice President for Administration and Finance reconsider the proposed cuts to the library budget;

E-journals are essential to graduate student research and UM’s strategic vision to become an RI institution.”

The incoming freshmen bring exciting energy to campus. The convocation was very positive. It reinvigorated the ASUM leadership for the year. It is easy to be negative givenall the budget challenges. It is important that faculty have a positive message for students to set the tone. The campus culture effects students’ experience. Change offers new opportunities.

Chase Greenfield, who was ASUM Business Manager last year and an active member on many university committees, is the Student Regent. His role is primarily with the state-wide body. However, he still has a strong relationship with ASUM and is a member of APASP. The Regents are interested in comments about the presidential candidates.

* UFA President Paul Haber
A message will be sent to the UFA list serve. He is concerned about the inevitable budget cuts, the complexity and timeline of APASP, and the hiring of a new president. The deliberative analysis of APASP we hope will provide a coherent rational to fairly distribute the pain and perhaps some good news to some who have defended their programs to those who will feel the pain. If the process is not done correctly there will be a big problem. He is critical of APASP because the information delivered to deciders has not been consistent and we don’t know yet how much money we need to find. Is the goal to reach a specific dollar figure, student to faculty ratio, or percentage spent on personnel?
* Chair's Report
 The [Program of the Senate](http://www.umt.edu/facultysenate/documents/FSDocs17-18/Program-of-the-Senate-2017.docx) was available for senators to review on the Agenda. It outlines the priorities for the year.

There will be a special meeting of the senate on December 13th at 3:00 p.m. in GBB 123 to discuss the APASP report.

The STARS [Report Summary](http://www.umt.edu/facultysenate/documents/FSDocs17-18/STARS-2017-summary.pdf) was available on the agenda as reminder of the efforts of the Office of Sustainability. The University was recognized by the Association for the Advancement of Sustainability in Higher Education as a STARS Bronze institution based on its accomplishments.

The link to [Advising Guidelines](http://www.umt.edu/oss/for_faculty_staff/advising.php) was under the Chair’s report as information to faculty.

A message sent to senators regarding the proposed cuts to the library collection. A link to the [cancelation list](http://libguides.lib.umt.edu.weblib.lib.umt.edu:8080/fall-2017-resource-cancellation-lists) was available on the agenda. The deadline for feedback is September 29th.

Several University Committees are short members. Please consider serving.

The Senate Chair has contacted or is contacting the Faculty Senate’s of the presidential candidate’s current institutions.

## Committee Reports

* ASCRC Chair Doug Coffin presented several items from ASCRC. The [General Education Rolling Review Consent Agenda](http://www.umt.edu/facultysenate/documents/FSDocs17-18/Rolling-Review-Results5417.docx) was approved. There are two courses pending appeal that are still on the general education list, but will not be offered until spring 2018. The outcomes of the appeals will be presented at a later date.
* Senator Ratto-Parks, who is also a member of the Writing Committee, provided information on the Plagiarism Resource available for Faculty. It is an educational tool for students. The Writing Center purchased the institutional license to use the tool. With the license
 we can:
	+ Store the file on any UM server space where members of the institution can access it using a login/password (FTP site, intranet, or institutionally accessed sites like Moodle).
	+ Access the file as often and for as long as we have it in our possession.
	+ Display the image of the file in digital presentations such as a presentation slide.
	+ Print the digital file in mass quantities for UM use to be distributed and displayed to employees, students, classrooms, offices, centers, etc. WITHIN the institution.

We cannot:

* + Redistribute the file outside of the UM.
	+ Sell the file or printed copies.
	+ Mail, digitally post, or share the file in any public or shared digital space such as social media, websites, online classrooms, or digital discussion boards UNLESS the digital space is accessible by login/password only to members of the institution.
	+ Print copies for anyone outside of UM.
	+ Print in mass quantities to be shared with people or organizations outside of UM.

* + The Curriculum Deadline was extended until October 13th to allow faculty time after the APASP deadline. ASCRC is focused on student success this year.

## New Business

* Center reviews for the [Flathead Lake Biological Station](http://www.umt.edu/facultysenate/archives/CenterReviews/Centers16-17/FLBS-Center-Review-2017.docx) was approved. It was pending from last year.
* The [Center for Translational Medicine](https://umt.box.com/s/bqoazxqgamdxb71vpgwy1th6lr6q8rvd) was approved after some discussion. Professor Jay Evans was in attendance to address questions. He confirmed that the Center does not use general fund dollars and generates revenue.
* The [School of Business Name Change proposal](http://www.umt.edu/facultysenate/FS_ARF_Retitle-SoBA-to-College-of-Business.pdf) was also approved.
* The [Revision to Procedure 104.40 Evaluation of the Administration](http://www.umt.edu/facultysenate/AdminEvalRevision.docx) was approved with one senator opposed.
* The [Resolution in support of Lecturers](http://www.umt.edu/facultysenate/documents/FSDocs17-18/ECOS-Resolution-in-support-of-Lecturers.docx) as unanimously approved.

## Good and Welfare

* Archives and Special Collections in the Mansfield Library is having a special Montana Book Festival event. on September 28th from 3:30 to 5:00 p.m. It will feature discussions by four UM faculty members. They will address what makes “classic” texts classic.

## Adjournment

The meeting was adjourned at 5:00 p.m.