

# Deans' Council

## Minutes: November 5, 2013

1:30 – 3:30 pm

President's Conference Room

Martha Potvin  
Kenning Arlitsch  
Kregg Aytes  
Matthew Caires  
Anne Camper

Nancy Cornwell  
Glenn Duff  
Brett Gunnink  
Robert Hietala  
Ron Larsen

Ilse-Mari Lee  
Helen Melland (on phone)  
Bob Mokwa  
Nicol Rae  
Lynda Ransdell

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### I. Call to order

### II. Approval of Minutes

Minutes unanimously approved as distributed.

### III. Items for Approval

- A. Business Management Professional Certificate, Gallatin College – Approved by Faculty Senate. Gallatin College already teaches most of the courses. Program was discussed with College of Business before being proposed. Unanimously approved.
- B. Land Resources and Environmental Sciences curriculum changes – Approved by Faculty Senate. Changes to the options in response to external review. Unanimously approved.
- C. Optics Minor and Master's – Approved by Faculty Senate. Multidisciplinary with Electrical and Computer Engineering, Physics and Chemistry repackaging existing course work. Unanimously approved.
- D. Management of Information Technology Minor Moratorium – Approved by Faculty Senate. Declining enrollment in the minor and no tenure-track faculty on staff in the area. Unanimously approved.
- E. MSU Credit Hour Policy – A policy is needed to meet a U.S. Department of Education requirement. The policy has and continues to define a credit hour traditionally by the amount of time in the classroom, though the revision also defined nontraditional courses. Concerns were expressed about outcome and experiential learning, providing guidelines to prevent excessive work requirements, and how to assess learning. The policy was tabled to allow for additional input to the committee.

### IV. Topics for Discussion

- A. Academic Dishonesty Project (Sandor Hopkins, Sara Rushing) – Presentation on a Political Science senior capstone project on faculty perceptions and perspectives of student academic misconduct. Surveyed tenure-track faculty in the College of Letters in Science; a majority were concerned about cheating. The current MSU policy was perceived as fair to faculty and students, though enforcement seems inconsistent and haphazard.
- B. Activity Insights (Chris Fastnow, Ian Godwin) – The Office of Planning and Analysis has acquired a new software called Activity Insights from Digital Measures to assist with gathering faculty productivity data. This program will replace the Faculty Activity Database (FAD). The

program will prepopulate fields and data from FAD and Banner and is customizable for various units and entities at MSU. Faculty will need to verify the prepopulated information. It is anticipated it will be ready to use in January 2014 for 2013 productivity data and faculty reviews.

- C. Violence Against Women Act (Leslie Taylor) – The Violence Against Women Act (VAWA) amends the Higher Education and Clery acts and requires institutions of higher education to collect and report crimes including hate crimes, domestic violence, dating violence and stalking. Incidents that faculty and staff become aware of should be reported to Diane Letendre in the Office of Institutional Equity.

**V. Information/Announcements**

- A. Follow up from University Council – Review the new policies that have been proposed.
- B. Updates from Other Councils – None.
- C. Updates on Faculty Searches – A new Recruitment Authorization Form is being developed to help central administration better plan for new faculty. Deans and Department Heads are asked to notify the Provost's Office of faculty resignations and retirements.
- D. *The Advantage* Discussion Retreat – Has been scheduled for January 6 at 4 p.m. in a location to be determined.
- E. F&A Meetings with Deans – Scheduled and held.
- F. Other – Course learning outcomes have been received for 94% of MSU courses. Outcomes for 170 courses are needed. Deans are asked to attend portions of the Board of Regents meetings held in Bozeman on November 21-22.

**Next Meeting: January 14, 2013; 1:30-3:30 p.m.**