

# Deans' Council

## Minutes: February 11, 2014

1:30 – 3:30 pm

President's Conference Room

Martha Potvin  
Kenning Arlitsch  
Harry Benham for Kregg Aytes  
Matthew Caires  
Nancy Cornwell  
Anne Camper

Martin Tientze  
Glenn Duff  
Brett Gunnink/Jeff Heys  
Robert Hietala  
David Singel  
Ron Larsen

Ilse-Mari Lee  
Renee Reijo Pera  
Bob Mokwa  
Tammy Eitle for Nicol Rae  
Lynda Ransdell  
Jane Scharff for Helen Melland

### Other Attendees:

Diane Letendre – Title IX  
Coordinator.  
Leslie Taylor  
Megan Bergstedt  
Terry Leist

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### I. Call to order

### II. Approval of Minutes

Approved as presented.

### III. Topics for Discussion:

- A. Title IX Policies (Leslie Taylor, Diane Letendre) (Updated version 10:25 am February 11, 2014)

<http://www.montana.edu/legalcounsel/proposedPolicies.html>

Title IX Policies – Leslie Taylor, Legal Counsel and Diane Letendre – Title IX coordinator spoke about the changes to the Title IX Policies, it has changed three times. There are two major interests – 1) Did not broaden requirements; 2) used the U of M policy, which can be a blueprint for every college and university. All MSU campuses will have a similar policy. The procedures were separated from the policies. It is our duty to report sexual violence of any sort. The Hearing Officers interact directly with respondent – this is a better approach versus a panel. If you have questions, call Leslie or Dianne. They welcome any comments.

A point was made to make the website as easy as possible. Reports go directly to the office of Ms. Letendre – Director – the Office of Institutional Equity.

## **B. Information Security (Rich Shattuck)**

We now have software that would safeguard the privacy of sensitive information such as social security number, bank numbers and student IDs (any personally identifiable information). They want to install this software on everyone's computer. The Deans Office in the College of Letters and Sciences and the Graduate School are piloting the software. More information will be available for the next meeting.

## **C. Common Hour Exam Policy *revisited* (Bob Mokwa)**

Mr. Mokwa thanked the Dean's for attending Faculty Senate. It has become a policy machine and more streamlined. The Senate is revising the common hour exam policy – athletic department was the primary drive. The Policy still has a 30 minute grace period but individual instructors may accommodate students in other ways such as working with the testing center. Give your comments to the Faculty Senate department ASAP.

## **D. Posthumous Degree Policy (Bob Mokwa) [Posthumous Degree Policy 02.03.2014](#)**

There were with modest changes to the Policy. The Faculty Senate approves all degrees, graduate and undergraduate.

## **IV. Items for Approval**

Emeritus Policy (Bob Mokwa) [Version IV: Add Research Professors and NTT to Those Eligible for Emeritus - REVISION I](#)

Emeritus Policy was approved by the Faculty Senate. Will it have to go to University Council as well? Tenured and tenure track Faculty must have served for 15 years; non-tenure track faculty has a minimum 300 credits over a period of 15 years or more, to apply for the title. A candidate places a request to the Dean, next the Provost, and then on to the President for recommendation. There is a grandfather clause in place which would allow those who retired in the last three years to be considered.

This Policy was unanimously approved.

## **V. Information/Announcements**

Research council – Create an RFP for research proposals and accumulate 10-20 strong ideas. Efforts need to be spent on acquiring funds for the top 10-20. The VP of Research is making sure every opportunity that presents itself is discussed and will personally support anyone to get grants. Research space needs revisiting.

### **A. Updates from other councils**

Planning Council is updating the strategic plan with a goal of April 2014.

The Facility Group made a presentation to the Budget council recently. The budget meetings are the 4<sup>th</sup> Tuesday of each month.

Faculty Senate - Anne Camper will be the next guest.

## **B. Update on Faculty Searches**

Discussions about the CIO candidates. Of them all, three are acceptable and one was a wash. Offers will be going out very soon.

Many of the Deans attended Faculty Senate. However, some of the faculty was unaware that the Senate even existed. It was decided the best place for the document to come to was the Deans' Council. We may want to give it one more round in March but will put to bed in April. They are concerned that they have false support. Open to suggestions and changes.

## **C. Activity Insights**

Deans do not need to use this software for their annual reviews as the forms for administrative work are not useful yet.

Service dogs and guidelines were discussed.

**Next Meeting: March 28th at 1:30 p.m.**