

FACULTY SENATE  
OCTOBER 9, 2013  
346 LEON JOHNSON  
4:10 PM – 5:00 PM  
MONTANA STATE UNIVERSITY-BOZEMAN, MONTANA  
Minutes

**Members Present:** Babbitt (Physics), Bolte (Music), Bonnand for Rossmann (Library), Cantalupo (Ext), Christopher (HHD), Dougher (PSPP), Durham (COB), Eiger (Cell Bio & Neuro), Franklin (Micro), Gannon (Chem & Bio Eng), Gibson (NTT), Greenwood (Math), Herbeck (Ed), Herman (NAS), Hostetler (GC), Igo (Ag Ed), Kaiser (ECE), Kohler for Lawrence (Chem & Biochem), Larson (M&IE), Lynch (Psych), Martin (Mod Lang), McMahon (Ecology), Miller (CE), Moreaux (ARS), O'Neill (Arch), Reidy (Hist & Phil), Ricciardelli (Film & Photo), Schachman (Nursing), Smith for Brester (Ag Econ/Econ), Swinford (Soc/Anthro), Waller (Hist & Phil), Wilmer (Political Science), Wiedenheft (IID), Zabinski (LRES)

**Others Present:** Robert Mokwa, Waded Cruzado, Ron Larsen, Chris Fastnow, Larry Carucci, David Singel, Matthew Fields, Mark Jutila, Mark Quinn, Terry Leist, Paul Gore, Josh DeWeese, Bob Swenson

Chair Mokwa called the meeting to order at 4:10 pm, and a quorum was present.

Senate Business

- The minutes from October 2, 2013 were unanimously approved.
- Course approvals will be discussed after C&PC has met and reviewed them, next week.
- The Academic Programs issue, “Merger of Departments of Microbiology and Immunology and Infectious Diseases,” was discussed in a joint meeting of the C&PC and the APWG on Monday. The two committees believe the merger to be positive; however, administrative complexities of merging two departments/two colleges not articulated in the proposal spurred concerns among committee members. A resulting memo to Provost Potvin, Associate Provost Larsen and both departments expressed the following concerns (in italics); answers follow and are under queries.
  - *Students*
    - *Which college would certify the degree, should one be sought?*
      - Quinn explained that degrees will be certified based on the college where the major occurs. The biotech degree e.g., is not a degree of any department; it is an interdisciplinary degree beginning in and will stay under the guidance of the College of Ag. Currently, biotech begins in three different departments: micro, animal systems (upper division) plant sciences (upper division) and falls under the Dept of Ag. It may transition over time and the biotech degree might disappear.
      - All micro degrees fall under the associate dean in the CLS. The micro degree and the IID degree are not very different from one another and merging the departments, first, before changing the curriculum, would be better.
      - Neither associate dean will be adding to their workload.
    - *If funding decisions are based on numbers of students, who receives credits?*
      - Quinn stated that funding sources are based on faculty. If they teach 50 in CLS/50 Ag, then it would track 50/50; if 25/75, it would track 25/75, and so on. Student credit is tracked to whatever source of funding the faculty have. New faculty would fall into the 50/50 model.\*
      - Jutila continued that the goal for any new incoming faculty would be a 50% appointment in the College of Ag and a 50% appointment in CLS.\*\*
      - Kohler asked for clarification of verbiage in the proposal regarding course redundancy which stated it would be minimized, but went to say that no changes would be required of the curriculum. He also asked what specific consolidation measures are going to be taken, especially in administration? One department head? Two department heads?
        - Quinn explained that the current BoR proposal document is designed to focus on the merger, which is separate and different from other BoR documents proposing curriculum changes hence, the apparent contradictory language. Some of the curriculum issues could not have been decided until the merger occurred. The main courses of consolidation would be in the biotech program; there are two options and we only need one. Additionally, some of the courses in biotech overlap with those in micro and whether we need both courses and need to consolidate and offer new courses, is still open for discussion. Jutila stated that there is redundancy in the methods courses that are taught in biotech curriculum and micro curriculum. The merger presents a perfect opportunity to minimize that and enhance those method courses, both of which will be used in each degree. This is already done in micro and in biotech, where both require

- immunology. The fact that it will be the same course, now, used in both degrees, is efficiency and it does not require approval. Part of the original agreement for the merger to occur consisted of hiring a single dept head who would have a single office.
- Singel offered commentary in that the intern faculty policy document makes it clear that faculty who have been reviewed for retention or promotion have an option to use whatever the current role and scope document exists in the department. Departments will have to be, at a minimum, looking at the role and scope as it existed before the merger at the point of last review unless an exception is brought forward, in which case an amendment is made and incorporated in the interim faculty policy document.
  - Jutila stated that he believes, over time, newly hired faculty will dilute this contractual obligation.
- *Administration*
    - *P&T*
      - P&T would follow the same process, as a department, via department head. Following the Ag Econ/Econ model, faculty will go up for P&T through both colleges. Faculty who are already present, have gone through the P&T process and based on original hiring, would stay in the single track of CLS or College of Ag. Over time, everyone would be reviewed singly in their department and then up in both colleges as in the case of Ag/Ag Econ.
      - A senator stated that the shared model scenario would have to be articulated in the faculty handbook. What if both colleges do not agree with the P&T outcomes? Quinn stated that if this happened, it would be beyond the department level however, an unbiased decision from the Provost's office might be solicited. Larsen suggested having the two P&T committees meet. Smith stated that there have never been P&T disagreements between departments in forty (40) years because departments pay close attention to criteria. Having the two committees meet would inflict an undue burden. Quinn stated that having the separate committees actually makes the process more stringent. He continued by saying that a new role and scope might have to be written, although the current documents in each department are similar. Considering whether to make changes before or after the merger is still being considered.
        - *How would funds be allocated?*
          - \*,\*\* (above)
        - *Budget lines, especially if one department is much more research-active than another affecting F&A, teaching loads, etc.*
      - F&A would also track based on what faculty salary support is as in the 50/50 model.
  - Chair-elect Reidy ask for a motion to approve the merger. A motion was made to approve the merger → seconded → all in favor → majority in favor with two (2) abstentions.

#### Communications: Senator → Department, Senator → Dean – Chair Mokwa

- Communications among colleagues can improve and Chair Mokwa encouraged senators to impart information about what is happening in senate to their departments. He also inquired about the status of senator/dean meeting.
- Swinford suggested having open, relevant discussions among senators on issues of concern at the beginning of senate meetings. Chair Mokwa stated that it will be featured regularly on senate agendas, going forward.
- Lynch reminded senators that they may bring items forward to be placed on the agenda at any time.
- Reidy believes a dual venue be available where senators meet and have open discussions with or without administrators.
- Chair Mokwa prefers open discussions and believes it sets a foundation of trust and collaboration.
- Wilmer asked that the phrase “open discussions” - with senators only or with senators and the public - be clarified, as she believes legally, senate meetings must be open to the public and the press.
- Mokwa stated that closed Faculty Senate meetings may transpire only if discussions are limited to confidential private and personnel matters.
- Igo stated that according to Roberts Rules of Order a closed meeting means going into an executive session and excusing those who are elected members of the body. Discussions may ensue, but motions may not be made, as all motions must be made in an open meeting.
- Chair Mokwa invited senators who had concerns, to attend the Faculty Senate Steering Committee meetings that occur every Monday morning.
- Faculty Senate Steering Committee will discuss meeting protocol and bring a determination back to senate next week.

Plans for Transitioning to a New Faculty Policy and Guidelines Document (Faculty Handbook) – Chair Mokwa

- In September and after MSU became decertified, the CBA handbook was replaced by a document Kevin McRae, Deputy Commissioner for Communications and Human Resources in OCHE, presented as the Interim Faculty Personnel Policies to MSU faculty and administrators. The document primarily addressed P&T, grievance, to name a few.
- Faculty Senate will lead the way in developing a new faculty handbook and has the endorsement of administration. As such, senate leadership has composed a letter to Kevin McRae to begin that process and Chair Mokwa asked for endorsement of the letter and approval to send the letter.
- Motion to endorse letter to send → seconded → all in favor → unanimously in favor.

Follow-up on Research Office Budget Planning – Chair Mokwa

- The Rapid Action Task Force recently met with the Research Council and formed a subgroup to strategize on measures for addressing the budget shortfall in the research office.

Credit Hour Policy – Larry Carucci

- From previous senate discussions, Faculty Affairs crafted a single unitary credit hour policy and brought it forward for a vote.
- The current document combines statements of seat-time based approaches and alternative approaches.
- Babbitt offered a language modification “Intent of the policy is to maintain...”
- Motion to approve policy with the friendly amendment to language modification by Babbitt → seconded → all in favor → unanimously approved.

As there was no further business, the meeting adjourned at 5:09 pm.

*Signature,*  
*Robert Mokwa, Chair*

*Signature*  
*Michael Reidy, Chair-elect*

*Minutes were transcribed by Gale R. Gough, Administrative Associate, Faculty Senate.*