

Department of Health & Human Development

Faculty Meeting

Herrick Hall 205

Friday, September 15, 2006

1:30 p.m.

PRESENT: Sandy Bailey, Nancy Colton, Penny Dahlen, Mike Hahn, Debby Haynes, Holly Hunts, Bethany Letiecq, Léhilina Marlow, Laura Massey, Mary Miles, Mark Nelson, Greg Olson, Sandy Osborne, Lynn Owens, Rozan Pitcher, Beth Rink, Adina Smith, Craig Stewart, Jill Thorngren, Kathy Weaver

MEETING CHAIR: Craig Stewart

I. Opening Remarks

Craig welcomed everyone to the meeting.

A. Committee Chairs

Craig thanked everyone for emailing him their decision for committee chairs.

B. MSU Student-Athlete Handbook

Craig let everyone know that online under the MSU Student-Athlete Handbook, it states what student athletes can or cannot do in/out of season (behavioral expectations). Here's a link to that document: <http://www.msubobcats.com/images/academics/2006-07sahandbook.pdf>. If you have any questions or concerns about a student athlete in your class (regarding meetings that conflict with test times, for example), please refer to this document for any and all answers.

C. HDCF 371 Status

Craig announced that we will resolve this issue at the retreat. Craig, personally, is in favor of keeping HDCF 371 a core class, but it is necessary that we get a commitment of tenure-track professors for it.

D. Advising Center

Craig gave Kathy Weaver the floor, who gave us an update on things happening in the Advising Center.

1. Baccalaureate Degree Application Form

Kathy said that there has been some confusion pertaining to the degree application forms, so they at the Advising Center called over to the Registrar and received some answers to their questions. They even handed out a sample copy for everyone to look at (Attachment 1: Graduation Form Sample). Basically, the Registrar needs consistency as far as how the forms are filled out, and some of the blanks on the form are obvious answers. However, the Registrar needs us to be a little more specific at the bottom front of the application ("Departmental Requirements") so they can audit. On the back of the form, the Registrar's request was that under "Number of Credits required to complete above degree" be either 120 or 128. If you have any other concerns, you can contact the Advising Center or the Registrar for more help.

2. Peer Advisors

Kathy announced that the Advising Center has 2 new peer advisors for Fall 2006:

- a. Kimberly Rose
- b. Scott Zander

3. Course Lists

The Family and Consumer Sciences course list has been updated.

4. Tab Sheets

There have been minor changes made to the tab sheets...be aware of that.

5. Curriculum Lab

A former Health Promotion major graduate, Eileen Fisher Coil, will be holding a lecture on Wednesday, October 4, 2006 at 12:15 in the curriculum lab. Everyone is invited!

II. Fall Retreat

Lynn Marlow updated us on a few things for the upcoming retreat:

A. Check-In

Check-in on Thursday evening will begin at 6pm. Please check-in at the reception desk. For those bringing pets, there will be a \$10 charge for each animal you bring.

B. Schedule

Thursday, October 12, 2006

6-7pm Happy Hour

7pm Dinner

Friday, October 13, 2006

9am-4pm Meeting (in restaurant)

C. Agenda

Craig let us know that we will be discussing the items that were brought up at the Deer Park Chalet meeting and gaining closure on those items:

1. Workload
2. HDCF 371 as CORE
3. Buy-Outs
4. Department Atmosphere (Adina has been elected the new chair for the Department Council – CONGRATULATIONS!)

III. Budget Committee

Because Mike Hahn had to leave early, we moved the mini-grant update discussion up.

A. Proposals

There will be a new call for proposals coming up soon. The Budget Committee wants to re-emphasize a few things so that there is no juggling:

1. REMINDER: Follow instructions on the form. Last year about ½ of the proposals had not followed the instructions.
2. Turn in on time! ***October 2 is the deadline!*** Email your proposals to Alison Harmon at harmon@montana.edu.
3. PIs are accountable for giving feedback.
4. Tighten up your program. Take time on your timeline and budget...you'll be held to what you say you'll do in your proposal.

5. Direct any questions to Mike Hahn, Alison Harmon, Sandy Bailey, Mark Nelson, Phyllis Dennee (or Lynn or Craig).

IV. Teacher Evaluations

Laura gave us an update on this issue:

A. ALEAMONI

ALEAMONI forms will no longer be used for teacher evaluations here at MSU, due to a copyright & royalty issue.

B. Committee

There has been a committee set up, consisting of Mike, Lynn Owens, and Laura, who are going to look at the short-term effects of ALEAMONI being discontinued and some alternatives so that for the purpose of annual review for 2006, professors will have something other than just Spring data to use. Wednesday, September 27th will be the committee's first meeting.

C. KNAPP

There are a few issues with this form:

1. First of all, not many people have heard about this evaluation form.
2. Secondly, people haven't made connections with these evaluations to P&T.
3. Third, there is no data on the KNAPP form that can be used for P&T.
 - a. They're trying to match it with the criteria that exists in annual review (in the long-term, because of this, there will have to be a P&T document review).
 - b. This impacts everyone due for P&T.
4. How will we get people through this year? The committee will meet and discuss this issue.
5. As far as any concerns go, Craig said that faculty had better perk up their ears. The good news is that Corky Bush is no longer here...she was extremely objective. The bad news is that now that she's gone, all P&T questions must be directed to Pat Chansley. Marge Brown is to replace Corky for two years (she's nearing retirement).

D. Other

Laura is a member of Faculty Affairs, which is as or more powerful than Faculty Council. For three years they have met every Wednesday. There is one member from each department present, plus Dr. Dooley. Laura will update us on Faculty Affairs every month.

V. Policy Workshop

Sandy Bailey and Bethany Letiecq are putting together seminars for the purpose of educating legislators. They have established that they will hold seminars and just pick a topic. For example, they will have a seminar on Grandparents Raising Grandchildren, where they will have four speakers come to address policy issues. Their first panel discussion will be on Thursday, September 28th. The public is invited.

VI. Parking Issues

Sandy Osborne informed us that there is trouble with parking behind Herrick.

A. Two Issues

1. She spoke with two different officers and they both told her that the lot is significantly over-sold, that mistakes were made on their end. The only thing that can be done is to make a phone call. Sandy was told that if you can't find parking behind Herrick, that you should call the University Police and tell them that you'll be parking where the CDC parking is (this will give you a 1 hour limit on parking there until you can find parking elsewhere). They will track how many calls they get on this issue.
2. Another problem they're having is that people who have the 15-minute stickers to park in the CDC parking lot are parking there for more than the 15 minutes they're allotted and leaving their cars in the CDC parking lot while they go to their jobs across campus. This prohibits parents from parking in that parking lot when they come pick up their children because professors are parking back there.

VII. Mentoring

Debby Haynes explained to us that the Mentoring Committee wants to try to do some of the following:

A. New Hires

They would like to schedule meetings with new hires to see what their needs are.

B. P&T

1. They would like to create more of a connection with the department, up to those who sign P&T.
2. They would like to have post-retention and tenure lunches.

C. All Faculty

The Mentoring Committee would like to have workshops on Friday afternoons, with refreshments provided, on some of the following issues:

1. Boundaries with Students
2. Planning of Programs of Work
3. Creating Hybrid Courses for WebCT/Campus Classes
4. Clickers in Big Lecture Classes

If you have any other suggestions or ideas for faculty workshops, please contact Debby Haynes (dhaynes@montana.edu), Alison Harmon (harmon@montana.edu), or Lynn Paul (lpaul@montana.edu).

Craig stated that he and the department will fully support the lunch idea.

VIII. Curriculum Committee

Lynn Owens talked about a few things:

A. MSU Friday (Recruitment & Retention)

MSU Friday will be on October 20th this year. There will be many high school seniors on campus that day.

1. Laura added that she would like more help from the Retention Committee to bring more emphasis on Native Americans in MSU Friday with them, too.
2. Craig stated that some of the colleges on campus are having serious problems with retention. He said that 1300 students that registered last Spring didn't show up this Fall. Not us, though, he said. We, on the other hand, have too many students.
3. Craig asked if the Retention Committee needed recruitment goodies.

B. Structure

The new structure of HHD is on its way to the Board of Regents (our restructuring). Someone asked, "When will we find out what our options are?" No one gave an answer to that question.

C. Catalog

This is not a catalog year, but we must keep working on our revisions. We need to start now for the next catalog update.

IX. Closing Remarks

Craig ended the meeting by telling everyone to come to the Fall Retreat ready to make hard decisions on workload. Some last comments were:

A. Restricted Courses

For research courses, faculty CAN limit the number of students, but we don't know if that's possible for HDCF 464. Craig said that if you want to place restricted entry on your course, you must be the gatekeeper for it.

B. HDPE 506

Craig wanted a count on how many graduate students will be taking HDPE 506.

In the end, we had a productive meeting, with many issues brought to light.

Meeting Adjourned: 2:33 p.m.