

Faculty Senate Minutes
 March 27th, 2019
 SUB 233
 3:10-4:30 pm

Name	Represents	Attended
Richards, Abigail	Chair	X
Austin, Eric	Chair-elect	X
Amende, Kevin	EN/Mech & Ind Engr	X
Anderson, Christina	AR/Film & Photography	X
Anderson, Ryan	EN/Chem Engr	X
Belasco, Eric	AG/Agricultural Economics	X
Borys, Nick	LS/Physics	X
Brody, Michael	EHHD/Education	X
Carr, Patrick	AG/Research Centers	X
Dana, Susan	Business	X
Gao, Hongwei	EN/Electrical & Computer Engineering	X
Gedeon, Tomas	LS/Math Sciences	X
Haggerty, Julia	LS/Earth Sciences	X
Herman, Matthew	LS/Native American Studies	X
Jelinski, Jack	Emeritus Faculty	X
Kosto, Allison	Extension/Off Campus	X
Little, Jeannie	AR/Music	X
McPhee, Kevin	AG/Plant Sciences & Plant Pathology	X
Meyer, James	LS/History & Philosophy	X
Roberts, Dave	LS/Ecology	X
Ruff, Julie	Nursing/On Campus	X
Schmidt, Edward	AG/Microbiology & Immunology	X
Slye, Teresa	Gallatin College	X

Leila Sterman	Library	X
Stowers, Steven	LS/Cell Biology & Neuroscience	X
Thomas, Amy	LS/English	X
Thompson, John	LS/Modern Languages	X
Yamaguchi, Tomomi	LS/Sociology & Anthropology	X
Yeoman, Carl	AG/Animal and Range	X

ALTERNATES	Dept	Attended
Lachapelle, Paul (Alternate for Alternate)	LS/Political Science	X
Vernooy, Andrew (Alternate for Alternate)	AR/Architecture	X
Wittie, Mike	EN/Computer Science	X

OTHER ATTENDEES	Dept	Attended
Provost Mokwa	Office of the Provost	X
Gray-Gilbert, Jeannette	CHRO-Human Resources	X
Shaw, Colin	Director, Undergraduate Scholars Program	X
Stark, Emily	Interim Director, Office of Institutional Equity	X

- I. Call to Order
 - a. Meeting was called to order at 3:10pm
- II. Approval of the March 13th meeting minutes
 - a. Minutes were approved.
- III. Informational Items
 - a. Human Resources Update/*Choices-Jeanette Gray-Gilbert, HR*
 1. The MUS-EB Plan Administrator from the Office of the Commissioner of Higher Education has implemented an online enrollment platform effective March 1, 2019 for the Montana University System insurance plan Choices. The online benefits enrollment and administration is provided by the company Businessolver® through their Benefitsolver® platform.
 2. You will have to log in to the new system to make changes, otherwise everything will carry over-with the exception of Health Saving Plans

3. You will need to log in at least at the beginning to the new system
4. They will do open sessions for those who want to learn the new system
5. Info will be on the HR website
6. Will communicate through MSU Today
7. This change came from the Commissioners Office-they will reach out to everyone in some format, announcing new system
8. The new system will:
 - A. Enable newly hired employees to independently enroll in their new Choices benefits package
 - B. Enable current employees to process their insurance policy changes following qualifying life events
 - C. Guide both new and current employees through a step-by-step process, outlining the insurance options that they are eligible to elect or change
 - D. Provide employees with a convenient and self-service oriented means of managing their benefits
 - E. Cut down on paper waste
 - F. Speed up benefits enrollment processing time
9. Timeline
 - A. March 1, 2019
 - i. The new online enrollment platform is live. All new hire Choices insurance enrollment elections and current employee Mid-Year Changes will be processed through Benefitsolver®
 - B. April 22, 2019
 - i. Montana University System annual re-enrollment begins
 - C. April 22, 2019-May 15, 2019
 - i. During the three-week system wide annual re-enrollment window, the University Human Resources Benefits Team will be facilitating numerous help labs in which to assist employees with the re-enrollment process and help them navigate the new online platform.
 - D. May 15, 2019
 - i. Montana University System annual re-enrollment ends.
 - E. July 1, 2019
 - i. The new Plan Year begins, and changes made during re-enrollment go effective as of 7/1/2019.
10. What does this mean for your faculty and staff?
 - A. No more paper Choices enrollment forms.
 - i. New hires will enroll in their benefits directly through the online platform, and current employees will process their Mid-Year Changes through the online platform.
 - B. Re-enrollment will be processed through the new online platform. Employees will reach the Benefitsolver® secure site by clicking the link at the MUS-EB site, www.choices.mus.edu, and not through MyInfo.

- C. Employees will create their own username and password through the new platform, which will enable them to view their benefits profile in Benefitsolver® and proceed with their re-enrollment.
- D. As this is the first year in which the Montana University System has implemented the new online platform, employees will be encouraged to actively participate in re-enrollment.
 - i. If an employee does not log in to the new online platform to participate in re-enrollment, their previous insurance elections will carry over to the next plan year, with the exception of Flex accounts.

11. Questions

- A. If we're not making changes do we have to log in? Yes, you will have to log in at some point
- b. Title IX Mandatory Training Information-*Emily Stark, OIE*
 - 1. MSU employees are required to report known or suspected discrimination, harassment, sexual assault, dating violence, domestic violence, stalking, or retaliation.
 - 2. How to report
 - A. You can report what you have experienced or file a required report with the Office of Institutional Equity by:
 - i. Calling us at 406-994-2042 or 406-992-5326
 - ii. Emailing ois@montana.edu
 - iii. On our website at www.montana.edu/equity
 - 3. What you need to know about Civil Rights at MSU
 - A. Montana State University is committed to providing an environment that emphasizes the dignity and worth of every member of our community and that is free from harassment and discrimination based upon a protected class.
 - B. No one can be discriminated against on the basis of their race, color, religion, national origin, creed, service in the uniformed services, veteran's status, sex, age, political ideas, marital or family status, pregnancy, physical or mental disability, genetic information, gender identity, gender expression, or sexual orientation.
 - C. Discrimination can be based on someone's actual or perceived identity.
 - D. The law covers all aspects of an institution: from admissions to athletics to study abroad programs. If it's affiliated with MSU, it is covered under our Policy.
 - E. Employees are covered under the Policy, too, as are visitors, contractors, and anyone else engaged in an MSU-sponsored activity, program, or service.
 - F. Retaliation is prohibited toward anyone who participates in our process or asserts their rights under our Policy. That includes an employee who is completing their required duty to report.
 - 4. How do I help someone who has experienced harassment or discrimination?

- A. Listen without judgment: No matter what they may have done that you don't agree with, what happened isn't their fault. They just need you to listen. Do not to ask any questions or investigate what has happened.
 - B. Let them make the decisions: Unless they are in immediate danger, let them decide what they want to do next. You can encourage them, offer your opinion, even express concern, but the choice is theirs. Your job is to give them control back. Also, let them know that you are a mandatory reporter, if possible.
 - C. Protect their privacy: You aren't confidential like a counselor, but you can protect their privacy. Avoid telling other people. Report to OIE, not out to coworkers. You may report to your supervisor if you feel it is appropriate. Avoid gossip. If you see something on social media, screenshot it, but avoid responding. It usually just feeds the trolls.
 - D. Report to the Office of Institutional Equity: as a Mandatory Reporter, you are required to notify the Office as soon as possible (within 24 hours of receiving the report). This allows the Office to promptly reach out to the individual. If they would like, we can assist the individual experiencing the behavior to access resources to help them stay safe and successful on campus.
5. If I experience discrimination and harassment, what are my options?
- A. #1: Do what works for you. We encourage you to report, and we support your right to choose how you want to handle the situation.
 - B. #2: Know it isn't your fault. No matter the circumstances, you didn't do anything to deserve being harmed by someone else.
 - C. #3: Ask questions. You can talk with the Office of Institutional Equity without giving any information about yourself or what happened. Ask about the process. Ask about your options. These laws are meant to protect you. Never be afraid to ask questions.
 - D. #4: Assert your rights: You do not have to proceed with a campus investigation or a criminal case to receive interim measures from the Office of Institutional Equity. Depending on what you request, the University may need specific information, but you don't have to go through with a process to receive support.
 - E. #5: Be kind to yourself: You're still the same person you always were. But going through something traumatic is tough on you, mentally and physically. You may be more tired than usual, sleep more or less, be more or less hungry. Everyone is unique. There's no wrong way to handle these events. You may have a hard time getting to class or paying attention when you're there. That's OK. You can ask for help from the University (see #4), but it's important to be gentle with yourself.
6. Office of Institutional Equity
 (406) 994-2042
 Hamilton Hall, offices 114, 116, and 118
www.montana.edu/equity

IV. New Business

- a. New Courses-get any issues to Eric Austin a week from next Monday
 - 1. ACT 214: Intermediate Rock Climbing

2. AGSC 341: Field Crop Production (pre-req change)
 3. CHTH 414: Health and Culture: A Global Perspective
 4. ECIV 417: Heavy Civil Construction Practices
 - A. majors only class. No prerequisites in other areas-shouldn't impact other areas/curricula, came forward late due to donor funding-needs to get on the schedule-please look at it and get to Eric Austin, by next Monday
 5. EDU 495R: Student Teaching (eliminates duplication)
 6. HORT 340: Site Design Studio I
 7. ARCH 560: Masters Studio Project (credit change)
 8. MEDS 624: Health Equity and Community Organizing
 9. PSYX 689: Doctoral Reading & Research
 10. FYI-Course Deactivations
 - A. EENV 447: Hazardous Waste Management (deactivation – replaced by EENV 341)
 - B. M 116: Math for Health Careers (Deactivation, gal col.)
 - C. WLDG 103: Welding Fund for Const Trades
 11. Program Changes
 - A. EDGS-BS: Bachelor of Science in Secondary Education Broadfield Option
 - B. ELSC-BS: Science Education Option – Elementary Education K-8
 - C. TEBD-BS: Bachelor of Science in Technology Education Broadfield Teaching Option
 - D. TECN-Minor: Minor in Economics Teaching
 - E. TEIT-BS: Bachelor of Science in Technology Education – Industrial Technology Option
 - F. TFCS-MINOR : Minor in Family and Consumer Sciences Teaching
- b. MS Bioengineering
1. Currently offering a Master of Engineering in bioengineering that is coursework only
 2. Students inquire frequently about this option, but typically want to complete a research based thesis
 3. This proposal adds thesis credits and allows for students to obtain an MS degree
 4. No new resources are requested
 5. Program does not duplicate any other offering at MSU or within the MUS
 6. Faculty in CHBE, MIE and ECE support students pursuing a research based MS degree in bioengineering and prepared program
 - A. Robin Gerlack, Stephanie McCalla, Connie change (CHBE)
 - B. Ron June (MIE); Anja Kunze (ECE)
 - C. Concerns or questions, you can email Abbie Richards
- c. NWCCU proposed changes to accreditation standards
1. Accrediting body for most colleges and universities in AK, WA, OR, ID MT and BC
 2. Draft of new accreditation standards for 2020
 3. Many new standards are outcomes based
 4. Fewer standards compared to current criteria
 5. ***New standards omit any reference to academic freedom***
 6. Current Standards
 - A. 2.A.27 : The institution publishes and adheres to policies, approved by its governing board, regarding academic freedom and responsibility that

protect its constituencies from inappropriate internal and external influences, pressures, and harassment.

- B. 2.A.28 : Within the context of its mission, core themes, and values, the institution defines and actively promotes an environment that supports independent thought in the pursuit and dissemination of knowledge. It affirms the freedom of faculty, staff, administrators, and students to share their scholarship and reasoned conclusions with others. While the institution and individuals within the institution may hold to a particular personal, social, or religious philosophy, its constituencies are intellectually free to examine thought, reason, and perspectives of truth. Moreover, they allow others the freedom to do the same.
 - C. 2.A.29 : Individuals with teaching responsibilities present scholarship fairly, accurately, and objectively. Derivative scholarship acknowledges the source of intellectual property, and personal views, beliefs, and opinions are identified as such.
7. Individual ways to comment:
- A. Website: <https://www.tfaforms.com/4719938>
 - B. Email: standards@nwccu.org
 - C. Email NWCCU Leadership:
 - i. Sonny Ramaswamy (Pres), sonny@nwccu.org
 - ii. Les Steele (Sr. VP), lsteele@nwccu.org
 - iii. Pamela Goad (Sr. VP), pgoad@nwccu.org
 - iv. Valerie W. Martinez (VP), vwmartinez@nwccu.org
 - v. Mac Powell, mpowell@nwccu.org
 - vi. Ruth S. Bedford (Executive Assistant to the President) ruthb@nwccu.org
8. NWCCU Draft 2020 accreditation standards
- A. FS Steering discussion March 26
 - B. Public comment period on current draft open through March 30
 - C. Proposed Faculty Senate Statement
 - i. We, the Faculty Senate of Montana State University, write to you with a request to amend the draft 2020 Standards for Accreditation to reintroduce standards pertaining to academic freedom and those that support institutional bodies and practices of shared governance. Academic freedom is the foundation of any institution that promises robust intellectual, artistic, and scientific inquiry and growth. Free thought is essential to a free society. Indeed, the Montana Board of Regents endorse the 1940 AAUP statement on the principles of academic freedom and tenure and this statement's language has been included by Faculty at Montana State University within their Faculty Handbook. The erasure of these standards poses a threat to faculty participation in decision making across the region. The inclusion of a shared-governance model that gives faculty important, though not exclusive, authority over academic matters is an essential component of academic freedom. The Faculty Senate of Montana State University strongly urge you to explicitly include faculty participation in the

standards pertaining to institutional governance and reintroduce the standards pertaining to academic freedom.

D. Questions:

- i. Why were they left off? We're not sure yet. It may have been an error. We will find out.
- ii. It is hard to measure. Maybe that's why it was left out.
- iii. If we vote on it and it passes, can we put it on the FS website? Yes.
- iv. I think there is a way to measure it. Maybe they choose not to. Look at disputes that may arise. It's not easy to measure, but could be measured.
- v. Tend to degree. There are indicators that could support this. Example: Let's say we hire people in a dept. that have differences on views. Think it is discipline specific.
- vi. From the Library perspective. There were things left off that were library specific that are clearly measurable, so they don't think that's the reason.
- vii. Public comment period is over on the 30th of (this?/next?) month
- viii. They will collect public comment and then will eventually put a new draft out there. That could be during the summer when we're not meeting. Don't want to try and make changes in the Fall. Want to do it now.
- ix. Think we should be emphatic about this. It is SO important. Very serious issue.
- x. The whole document is scary
- xi. We need to remind ourselves that these standards are absolute minimums for accommodating these standards. Don't think any of us here would agree that we strive for the minimum standards. We should hold ourselves to a higher standard
- xii. Dave Roberts moves to suspend our normal rules and act on this today. Jim Meyer seconds. None opposed. No abstentions.
- xiii. Jim Meyer moves to approve. Dave Roberts seconds.
- xiv. Do we want to move forward? Do we want to add something about the library? The library is going to take care of that. Let's keep them separate.
- xv. Feel free to follow up with Abbie on any concerns or issues.
- xvi. No further discussion. None opposed. No abstentions. Approved. Further discussion will be in the public comment section.

V. Old Business

a. BOR Level II Proposal-Institute for Interprofessional Education

1. Center that will help coordinate and manage the efforts that fall under this umbrella of Interprofessional Education

A. What?

- i. IPE is learning about, from, and with another health profession

B. Why?

- i. Team-based care critical, particularly in rural settings

- ii. Errors from health care 3rd leading cause of death in the U.S.
 - iii. IPE is no longer optional. It is a mandatory requirement for many healthcare professions now including nursing, medicine, dentistry, pharmacy and PT
- C. How?
- i. 70 health-related programs w/i MUS system
 - ii. 125 health-related certificates/degrees w/i Tribal & community colleges
- D. Proposed Structure
- i. Create an MSU & UM "Virtual" Institute
 - MSU: CON, WWAMI, counseling, dietetics, etc.
 - UM: College of Health Professions and Biomedical Sciences (Pharmacy, PT, etc.) and Missoula College
 - ii. Shared leadership
 - Advisory council comprised of flagship university Deans, regional AHEC managers, as well as educational, clinical and community partners
 - MSU and UM co-Directors (.25 FTE each)
 - MSU and UM co-Managers (.50 FTE each)
- E. Proposed Activities
- i. Coordinate Current IPE Activities
 - ii. Expand IPE Activity in Rural Areas
 - iii. Build IPE and Collaborative Practice in Montana
- F. MSU IPE Funding
- i. College of Nursing
 - ii. Provost
 - iii. AHEC
 - iv. WWAMI
 - v. Grant opportunities:
 - HRSA
 - Montana Health Care Foundation (Regional Initiative in Dental Education)
 - NIH National Center for Advancing Translational Sciences (NCATS)
 - Montana Geriatric Education Center
 - Macy Foundation
 - Hearst Foundation
- G. Does not include new coursework or curricula
- H. Trying to make the process more seamless/efficient/better coordinated
- I. Is this a center or an institute? This is an institute, but there isn't a definition that differentiates the two. There is a definition out there somewhere. They treat them the same in Research Council. An institute may be more long term than a center?
- J. This institute is an effort to coordinate of education that is already taking place.

- K. Last year we talked for months about a “center” and all of its funding were in place. This has no solid funding. There are many things going on under this umbrella. There is no change in coursework, etc.
- L. Is the idea to hire four new people? Not meant to be “new” faculty, but make use of those already there.
- M. It’s a training institute, essentially. There is an evolution in the field and people need to be trained in this type of setting.
- N. This is an effort to meet the health needs of the state of Montana.
- O. Clarification from Nursing: These are already in existence. We run simulations with students from different colleges and disciplines. They work together in an area such as trauma. Students get a sense of their role in the role of others, particularly in the rural setting.
- P. Still don’t feel comfortable treating this proposal so differently than the others.
- Q. Will this impact the Provost office? Do they have an opinion? Provost Mokwa: You are seeing these types of institutes all across the country. This will be a statewide endeavor. Institute is a recognizable term. U of M is using it and we should stay congruent. Institutes are broader than a center. We are providing start-up funding for the first year and give them an opportunity to write grant proposals. U of M is a bit ahead of us on this and they are excited to work with us on this.
- R. Funding requirement is that within 3-5 years the institute needs to become self-sufficient.
- S. What happened to the committee we started to make? We do want to move forward with that. Even if we had it, this issue would be difficult to fit into that ‘box’.
- T. U of M’s faculty senate has looked at this and has approved it. They were concerned about the budget, but they did pass it.
- U. Does not seem “controversial” as some of the center proposals. We are not setting precedence with this.
- V. We are looking for an endorsement. Dean’s Council has already endorsed.
- W. Do they have an advisory council? It is a requirement of BOR. We could make the recommendation that they create an advisory council before it goes to BOR.
- X. This is not a research institute. This is just organizing the work that is already happening.
- Y. Tomas Gedeon moves to endorse. Kevin McPhee seconds. No further discussion. None opposed. Two abstentions. Endorsement is approved.

b. Internship Policy

1. Policy for supervised work-integrated learning experiences related to a student’s academic program of study:
 - A. Internship (x98); Co-Op (x98)
 - B. Practicum (x95); Fieldwork (x95); Clinical Experience (x95); Service Learning (x96)
2. Unit Responsibilities:
 - A. Develop a Unit Internship Guidelines and Procedures Document (UIGP)
 - B. For each student experience develop an Internship Scope and Plan (ISP)

3. Section 3 and 4: Unit Responsibilities
 - A. Develop a Unit Internship Guidelines and Procedures Document (UIGP)
 - B. For each student experience develop an Internship Scope and Plan (ISP)
4. Would like to open up discussion. Has been posted on the website.
 - A. Internships over a certain amount of credits need to be approved by the college dean.
 - B. Concern regarding the inflexibility to when they can register. Will experience a lesser internship due to financial situation. We should be more sensitive to that.
 - i. Most internships in a certain department are done in the summer. Some are forced to do them during the semester and it compromises their ability to compete with other students on the same level.
 - ii. Why is this a requirement? It creates issues when they are registering outside of the semester they are actually taking the internship.
 - iii. M&IE has many students that do internships. They get paid but the university gets nothing out of it. This could help with that. It would be nice to have more options in doing internships. From a policy standpoint it does make sense that the credits are awarded during the time they are doing the work. We should look at the payment issues and see if there is something they can do so that they got a more full filling internship experience. What is more important, fees or internship experiences.
 - iv. Students will take 1 credit, but do a full work week-registering for 1 credit. They would then also get health insurance.
 - v. The amount of supervision of internships is not that bad.
 - vi. Provost Mokwa: The requirement that they have to take the class when they are awarded the credits is not just MSU law, it is federal law and we would be in danger of losing funding if we don't follow the rules. Exceptions for tuition rates cannot be made at our level. We'd have to take it to the BOR. Your focus on the students is important.
 - vii. See it as almost a different IDC rate.
 - viii. We will carry this over.

VI. Election of Chair-Elect

- a. Michael Brody, Education – gave background information and desire to serve faculty in capacity of senate leadership.
 1. Questions:
 - A. What is your vision? Can bring a systems assessment approach to this senate. Have worked in the area of assessment quite a bit. Would also like to try and have fun. ☺ Would like to make things easier for those that come after me.
 - B. What do you feel that we should be doing instead of just being reactive? What we did today in endorsing a statement to NWCCU accreditors was pro-active. Would like to do more of that kind of thing.
 - C. Election held, Michael Brody endorsed as AY 2020 Chair-Elect of Faculty Senate.

VII. Announcements

a. NCUR-Colin Shaw

1. Info that is out there is 'spotty'
2. One year from yesterday you will have 5000 students on campus for NCUR
 - A. NCUR 2020 Background: National conference on undergraduate research
 - i. More than 4000 students from across the nation
 - ii. All disciplines
 - iii. Presentations: Poster, oral, performance and gallery
 - iv. Graduate/profession fair
 - v. Excursions
 - vi. Social and Networking events
 - vii. Faculty and administrator.....
 - viii. Submitted a bid in 2016 to host in 2020
 - B. Faculty Opportunities
 - C. Faculty Impacts
 - D. Get involved
3. Year of undergraduate research
 - A. Presidential initiative
 - B. Promote NCUR and UGR programs
 - C. Community outreach
 - D. Monthly focus events
4. Numbers
 - A. 26-28 March 2020
 - B. 4800 students, faculty, and admin
 - C. About 55% of Bozeman hotel rooms
 - D. 10 poster sessions
 - E. About 500 concurrent oral sessions
 - F. 3 plenary speaker
 - G. 30 Faculty workshop sessions
 - H. \$1.2 M Budget
5. Faculty Opportunities
 - A. Present Undergraduate Research
 - i. Target: 400 MSU student presentations (paid)
 - ii. National visibility
 - B. Recruit Graduate Students
 - i. 4800 top research students
 - ii. Lab open house, interest sessions, etc.
 - C. Foster Statewide Networks
 - i. Travel grants
 - D. FAN Sessions
 - i. Present or attend workshops for faculty
6. Faculty Impacts
 - A. Spring 2020 academic calendar
 - i. Classes begin: Monday, 13 January
 - ii. Classes reassigned: Thursday-Friday, 26-28 March
 - iii. Normal instructional days +2 NCUR days
 - B. Integrating NCUR 2020 into courses

- i. Classes *reassigned*... not cancelled!
 - ii. Lesson plan templates (CFE)
 - 7. Faculty Involvement
 - A. 19 planning committees (NOW!)
 - B. 250 abstract reviewers (Dec. 2019-Jan 2020)
 - C. 150 session moderators (March 2020)
 - D. Registration, information, catering
 - E. Get the word out! ... inform your colleagues
 - 8. Website will be going live any minute
- VIII. Public Comment
 - a. No public comment
- IX. Adjournment
 - a. Meeting adjourned at 4:41pm

Reminder: Next Faculty Senate Meeting

April 10, 2019

3:10-4:30 PM

SUB Ballroom D