Faculty Senate Agenda
11/13/17
3 p.m.– 5:30
Kelley / Steward – SUB

I. Welcome and Minutes
   a. Draft Minutes found here: http://www.mtech.edu/about/facultysenate/minutes/index.htm

Action Items

II. Recommendations from the CRC
   a. Creation of a Behavioral/Mental Health Tech Certificate
   b. Add associated courses to catalog

Informational Items

III. Complete College America commitment information from Dr. Carrie Vath, Assoc. Vice Chancellor
IV. Update from the Student Evaluations Sub-Committee from Dr. Glen Southergill, Senator for PTC/Writing

Discussion Items

V. Recommendations for Changes to the Faculty / Staff Handbook
   a. Add Professors of Practice to recognized ranks
   b. Clarify role of Unit/Departmental Performance Standards in evaluation process
   c. Specify processes of evaluating Department Heads, Deans, and Vice Chancellors
VI. Proposal from ASMT on Common
VII. Other Items

V. a. It is recommended that language be created to recognize Professors of Practice at Montana Tech

Addition of POP's in FS Handbook:

206.3.1.5 PROFESSOR OF PRACTICE

<no draft language provided>

V. b. Clarify role of Unit/Departmental Performance Standards in evaluation process

i.

206.4 Performance Evaluation: Full-Time Faculty, Part-Time Faculty, Deans, and Vice Chancellors

206.4.1 Evaluation of Full-Time Faculty

~~Faculty members shall be expected to prepare an evaluation portfolio following the guidelines listed below for evaluation of instructional performance, research and professional development, and institution and public service, as well as progress toward terminal degrees by those not holding such degrees~~ Faculty members shall be expected to prepare a summary evaluation portfolio according to the criteria given in the Departmental Performance Standards and submit it to the respective Department Head. ~~Using the evaluation portfolio as a guide, t~~The Department Head shall interview each faculty member in his/her area to discuss the faculty member's evaluation portfolio, professional concerns and goals for the ensuing evaluation period, as well as student concerns that may have surfaced during the student rating of the instruction process. Identified strengths in some areas can offset weaknesses in other areas.

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Full-time faculty members preparing an annual evaluation or applying for tenure (see Section 206.2) or promotion (see Section 206.3) shall prepare an evaluation portfolio in accordance the appropriate Departmental Performance Standards. ~~with documentation to be evaluated in each of the categories (1-4) listed in 206.4.3 below.~~

ii.

Remove **206.4.3 Evaluation Portfolio** in its entirety

iii.

Remove all instances of “or, in the case where no departmental standards have been developed and approved, the criteria in General Performances for Evaluation of Portfolios”

V. c. Specify process of evaluating Department Heads, Deans, and Vice Chancellors

206.4.5 EVALUATION OF DEPARTMENT HEADS

Department Heads shall be evaluated annually to assure the highest possible level of effectiveness. This process shall be initiated by the appropriate academic Dean, and completed by April 15. At a minimum, evaluation criteria shall include consideration of:

- The demonstrated ability of the Department Head to command respect as an academic administrator and to effectively represent the academic program to the administration and vice-versa;
- Demonstration of ability to interact with faculty and peers in a fair and equitable fashion;
- Demonstration of a commitment to the growth and continuing improvement of the quality of the academic programs (both research and instruction) of the department; and,
- Ability to perceive the role of the department in the Institution as a whole and to facilitate the interaction of the department in institutional growth.

206.4.6 EVALUATION OF DEANS

Deans represent both the academic faculty and the administration. They carry responsibility for maintenance and growth of the academic programs of the Institution.

Deans are appointed by the Provost/VCAA in consultation with the Chancellor and members of their relevant academic programs. Deans do not have tenure in the administrative component of their appointment.

To ensure that the administration of the academic programs is conducted in a fashion which best serves the Institution, deans shall be evaluated annually. This process shall be initiated by the Provost/VCAA and a summary of the evaluation shall be publically available by April 15. At a minimum, evaluation criteria shall include consideration of:

- The demonstrated ability of the Dean to command respect as an academic administrator and to effectively represent the academic program to the administration and vice versa;
- Demonstration of ability to interact with faculty and peers in a fair and equitable fashion;
- Demonstration of a commitment to the growth and continuing improvement of the quality of the academic programs (both research and instruction) of the Institution; and
- Ability to articulate the role of the department in the Institution as a whole, and to facilitate the interaction of the Institution in institutional growth.

206.4.6 EVALUATION OF VICE CHANCELLORS

Vice Chancellors carry the responsibility for maintenance and growth of the Institution. Descriptions of Institutional Administration and duties can be found in Section 107.

To ensure that the administration of the campus entities is conducted in a fashion which best serves the Institution, Vice Chancellors shall be evaluated every two years. This process shall be initiated by the Chancellor and a summary of the evaluation shall be publically available by April 15 for the Provost/VCAA and VCDUR in even years, and the VCR and VCAF in odd years. At a minimum, evaluation criteria shall include consideration of:

- The demonstrated ability of the Vice Chancellor to command respect as an administrator and to effectively represent the Institution;
- Demonstration of ability to interact with faculty, staff, students, and the community in a fair and equitable fashion;
- Demonstration of a commitment to the growth and continued improvement of the Institution; and
- Ability to articulate the role of Institutional Units in the Institution as a whole, and to facilitate the interaction of respective units in institutional growth.

VI. ASMT Proposal for Common Hours

Common Hours

We are proposing and looking to discuss instituting a common hour on campus. Our idea is to hold these on Tuesdays and Thursdays from 12-1pm. The first Tuesday of the month would be reserved for department meetings. Each following Tuesday would be for club meetings. Thursdays would be reserved for a social event campus wide. No meetings would be able to be scheduled at this time. The first Thursday would be reserved for a campus wide “Town Hall” open Q&A. The second Thursday of the month would be a campus wide State of Tech address to include students hosted by ASMT. The 3rd Thursday would be reserved for a speaker or presentation. The last Thursday of every month would be an open social event where lunch is provided.