

Montana Tech Faculty Senate Meeting  
Wednesday, October 26, 2016 - 3:30-5pm

**Attendance**

~41 faculty members present.

For the slides presented during this meeting see here:

<http://www.mtech.edu/about/facultysenate/documents/Fall%20Faculty%20Meeting.pdf>

**Welcome & Action**

1. Welcome and Advertisement of the Faculty Senate Webpages
  - a. Scott Risser encourages faculty to participate and reach out to their Senate members
  - b. Introductions of new faculty and announcements of promotion and tenure
  - c. Reminder that Senate agenda and minutes are maintained at the Senate webpage here:  
<http://www.mtech.edu/about/facultysenate/>
  
2. Proposed Faculty / Staff Handbook Changes
  - a. Updated descriptions of CRC (Appendix A)
    - i. Proposal to update Faculty Staff Handbook to allow the Faculty Senate to review curriculum changes on behalf of the Full Faculty. This would change any reference to General Faculty in the Handbook to Faculty Senate.
    - ii. A question was raised as to if the Curriculum Review Committee rejects a proposal could the Senate still review it. In theory yes, but usually the CRC tables proposals instead of outright rejecting them.
    - iii. The Senate has discussed asking the CRC to provide proposals at least two weeks ahead of time so that there is time to bring proposals back to departments.
    - iv. Motion: A motion was made to change the language in the Handbook to allow the Faculty Senate to review curriculum proposals in lieu of the General Faculty.
    - v. Vote: Motion carried.
  - b. Creation of a Senate Seat for the General Studies Department (Senate by-laws)
    - i. The Senate received a proposal to add a seat to the Senate for the General Studies Program at Highlands.
    - ii. The department currently has five full time faculty members.
    - iii. There was some discussion about the number of programs at Highlands College and why specific departments have representation and some do not.
    - iv. The By-Laws outline specific representation for departments and were last updated in 2011. The structure was designed to balance representation across the different colleges, and indicate they should be reviewed as needed.
    - v. A motion was not put forth to create a new seat. Instead the Senate will review the current roster, make recommendations, and bring those recommendations to the Full Faculty and the Spring meeting.

**Information Items**

3. Student Conduct Reporting Procedures
  - a. Scott Risser provided an overview of a new online form for reporting student conducts. The forms are available here: <http://www.mtech.edu/student-conduct/> There are many

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benefits to this tool such as keeping track of repeat offenders. There are 4 types of forms, which are detailed in the slides Scott provided.

### 4. Campus Safety Update

- a. Marylyn Cameron reported on Campus Safety and recent action by the Safety Committee:
  - i. The Committee has looked into a Panic button app. It cost \$6000 plus \$2000 to set up. It looks like Tech students will be capable of developing a homegrown app. It would be a phone app with different buttons to call security, 911, receive notices, etc.
  - ii. Encourages everyone to create a Smart 911 Profile.
  - iii. Last year 10 tabletop Active Shooter Trainings were provided. Will be offering Active Shooter Exercises again this year. Looking into the possibility of live exercises in the future as this may eventually become a mandate.
  - iv. Working with CTS to allow phone check-ins for Evaluations via MyMtech. Encourages faculty to take phones to class in case of an emergency.
  - v. Department of Labor did a unscheduled safety visit. Expects labs to be next, so lab safety reports need to be taken seriously.
  - vi. Safety Committee created a Campus Lighting plan to address poor lighting on campus that was approved by ASMT. The #1 priority is replacing the campus lighting that is currently out.
  - vii. Flashing crosswalk signs have been installed at the crosswalks down by HYPER and library. Working on the statue crosswalk, but there are issues with solar power.

### 5. Senate Activities to-date

- a. FSC Appointment
  - i. Brian Kukay was appointed by the Senate to the Faculty Service Committee.
- b. Academic Calendar
  - i. The senate approved a draft of the 2017/18 Academic Calendar.
- c. Online Student Evaluations
  - i. The senate considered a proposal from enrollment services to move all evaluations online. The Faculty and ASMT preferred to leave both options available at least until online evaluations response rates improve.
- d. Curriculum Changes
  - i. Approved adding PTC 361W, PSYX 233, SOCI 235, ANTY 311, BGEN 242, CJUS 121, and LEG 18 to the catalog.
  - ii. Approved FILM 102 & LIT 373W as Humanities/Fine Arts Electives.
- e. XF grades for acts of egregious academic dishonesty
  - i. The Senate recommended assigning XF grades for Academic Dishonesty. Doug Abbot explained legal counsel says there needs to be a distinction between academic and disciplinary records. Scott Risser said there is some national discussion of this issue related to Title IX. There is push from other states that offenses should put on transcripts, which could open the door to other types of conduct.
- f. Monies for test proctor training
  - i. The Senate requested monies for proctor training and the Provost agreed to this allocation.

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**Discussion Items**

6. Update to the Academic Dishonesty Policy
  - a. The Senate recommended a workgroup be formed to take hard look at current policy in student handbook. The workgroup is meeting next week and will have a draft by the end of January. Doug Abbott, Carrie Vath, Paul Beatty, Scott Risser, Chad Okrusch, Charie Faught, Tom Camm and Andrew Thomas are serving on this committee along with two appointees from ASMT.
  - b. Please contact the workgroup for suggestions.
  
7. Results of the 2015-16 Faculty Satisfaction Survey
  - a. FOSS Survey 2016
    - i. 31% participation rate with 116 participants
  - b. Where needs improvement
    - i. Scott presented a summary of the results of the survey (see associated slides)
    - ii. The Senate will be working on how to address these issues as well as on next year's survey. Please contact your representative senator if you have suggestions.
    - iii. Pat Munday suggested that the Senate provide more of the raw data from the survey for analysis.
  
8. Items for Senate Consideration
  - a. Student Evaluations
    - i. The Senate has discussed looking at examples from other schools for student evaluations, but aware that this item has been taken up by the Senate in the past.
      1. Feedback: Less questions with more emphasis on open ended comments as they get right to the point. Design the evaluations as a helpful tool for faculty, not simply as a requirement for tenure and promotion.
  - b. Term Limits
    - i. The Senate plans to review National Best Practices to assess appropriate term limits for Deans.
  - c. Evaluation of Administration
    - i. The Senate is thinking about how to evaluate administration for next year's survey, such as votes of confidence.
  
9. Other Items
  - a. Please contact senators with more any suggestions for items to consider in advance of the next Full Faculty meeting which will be scheduled in the Spring.