

# Faculty Senate Minutes

2/28/2019

9-10 a.m.

Mill 201

**Attendance:** Scott Risser, Charie Faight, Dan Autenrieth, Ulana Holtz, Jackie Timmer, David Reichhardt, Scott Coguill (for ME), Atish Mitra, Karen Wesenberg-Ward, Kishor Shrestha, Miriam Young, Stella Capoccia, Phil Curtiss, Ron White, Katherine Zodrow, Burt Todd (presenting),

- I. Welcome and Minutes ([Faculty Senate Minutes Link](#))

**Motion to approve and seconded. Motion passes.**

## Action Items

- II. CRC Recommendations

- a. Course changes for Geophysics, Computer Science
- b. Curriculum changes for minor in Occupational Safety and Health
- c. Creation of new course in Literature

Three weeks to review current recommendations. **Move to approve all CRC recommendations and seconded. Motion passes.**

Note that paperwork included statistics moratorium, signed stating “under protest”. Chair encouraged to sign if comfortable, otherwise do not sign. Chair had a long conversation with department about rights of faculty versus information. Sent additional information about concerns of eliminating the degree. Also spoke with Math and adding of statistics as an option under Math. At the last CRC meeting this came up and chair talked about this. The PTC department also included under protest, which Dr. Munday indicated that it was a common practice under Montana law and should be acceptable. Chair response that it should be clear that programs own the curriculum and should not abdicate responsibility to administration. Did mention that would have the same conversation with PTC if forwarded to the senate. Chair doesn’t feel comfortable bringing forward if faculty is not taking accountability. Faculty have a right to say if a moratorium or elimination occurs. Includes budgetary or no students in the major. Chair plans on continuing the practice unless faculty senate says otherwise. PTC paperwork tabled at this time. Certain people not happy about this stance.

Question regarding if department does not sign. Chair states that then CRC should not forward to faculty senate. Administration has the ability to fire and eliminate positions. Chair indicated that it is like a game of chicken which impacts the students. If signed “under protest”, chair will first seek clarity from the department. If department feels strongly, will need to have a representative to discuss and clarify.

In terms of CRC tabling the request, what information are they hoping to gather? Chair unable to answer. For statistics, wanted to know if would sign or not. Statistics and Math Statistics Option passed CRC last meeting.

While not our job to know what “under protest” means, does that means that someone is under pressure to sign? Chair states that would have to ask departments under this condition. If a department head does not sign, should not be considered insubordination. For union faculty, should go through union, otherwise through faculty senate. Any evidence of “leaning on a faculty” should be reported and immediately addressed.

Question regarding about moratorium process. Chair states that Office of the Commissioner has a process. A form exists from the Office, which is being used by CRC. Questions include communication to faculty, and students. Both CRC and senate conversations should happen. Paperwork needs to happen on campus and Office of the Commissioner needs to

be notified. Within three years can eliminate or re-open. Should be part of normal curriculum proposal. Doesn't happen often, but does happen.

In historical instances, has it been driven by department or administration. Chair response that Highlands College placed a program under moratorium. Nursing also placed a program under moratorium based on industry and license standards. Another example is Business and Health Information Technology, which did not have any students. Secretary noted that last CRC meeting reinstated the Business and Health Information Technology degree, while at the same time placing Health Care Informatics under moratorium.

Opinion that faculty senate should be part of the process and how the decision comes about. CRC also has responsibilities. Opinion that chair should continue the current process.

New batch will occur for next meeting.

## Informational Items

- III. Committee updates:
- a. Teaching Community- no representatives available at this time.
  - b. Research Mentors- none available at this time.
  - c. Budget- Chad went first hour, Scott second. This week was about fees and changes in fees (program, course, and those required for all students). The group went around and asked both academic and non-academic deans about current fee structure. No significant changes were proposed, though Highlands College and Master's of Online Engineering may have fee changes. The new fees are for helping with infrastructure and incentives to faculty members. Group discussed if there should be a cap on fees. Question of should a fee be a program fee or a class fee. Another discussion was how we are funding software, which is a problem across campus. Currently a review is occurring to determine what other campuses are doing. Chair indicated that fee structures can occur in few different ways, such as student directly pays. As of now Tech will continue nursing and engineering fees, which will in part go to general fund.

Concern that the name of the fee does not imply where it is going- is the student aware it is going? Chair will follow up with question. Concern regarding transparency of fees, which is not apparent to students. Some engineering fees go to Chemistry for a defacto lab fee, for instance.

Any more clarity on the restructuring of the financial officers? Chair stated that Doug (Abbott) fairly explicit that Carleen Cassidy is the interim CFO. No further information provided at this time.

Chair also noted that the meeting included a discussion by the provost on "optics" of fees. Should be concerned about what fees charged, which should altogether be balanced. Chair indicated that it is a little troubling that the concern was looks rather than a budget plan. The budget plan and model is usually the responsibility of the CFO, right now unclear if we have a balanced budget or if we have a model.

Other: A good place and opportunity to announce in classroom or other places is that the Choir announcement. Burt Todd presented (see attachments). Dr. Todd noted that we have a steady stream of students for advising. We do have a music program. Choir is one credit, and is considered a humanities course, also an activity. Dr. Todd stated that choir is a lot of fun. Dr. Funk has a great deal of experience, including traveling choir in Europe. Seven or eight go through the program singing in front of large crowds. Develops confidence. Would like to help push the program. Helps people think better and can

make a difference. Fairly inexpensive. Also looking for faculty and staff participation. Looking for adult singers. Mondays from 7-9 practice. If interested in music, consider participating.

Chair statement that body helps to disseminate information. If other announcements occur, please forward to be in the meeting.

d. Campus Committee Assessment

Contacted staff senate and provost to agree or disagree on who owns. No response as of this time.

- e. Chancellor Search Advisory Committee- no report at this time. Chair stated that it is an advisory committee, as they will not be making the decision. WIRE should have also been called a Chancellor advisory committee, which is no longer active.

IV. Commencement Speaker- Commencement Speaker has been chosen- Sarah Rhoads. Works for Amazon Air, article in the newspaper. Graduate of Tech, in the military as a pilot.

### Discussion Items

V. Workload Comments – see below. Faculty member not present to discuss. Chair states that not required to talk about it. Can forward to departments for further discussion.

Problem of defining what area of expertise really is. Two groups (CLSPS and SME) looking at faculty workload. Instructor Matt Egloff forwarded concerns. Faculty has the opportunities to bring forth again.

VI. Senator Elections

See bylaws below. Annual elections in March. Any senators whose term is ending, should send in new members by March 15. Next decision point is March 28<sup>th</sup> to elect officers (information also below). If campaigning and large discussions can start conversations after March 15<sup>th</sup>. About to start a new leadership team. Finalist candidates after spring break. Will be an important officer group. Have requested that faculty senate chair receive a one course reduction each semester. Have been receptive, but should ask Western and MSU-B if release time. Concern that if offer to faculty senate, then union presidents may also request. Chair stated that time commitment is greater. Part of Chancellor's cabinet and ex officio of other committees.

Questions regarding what is the Chancellor's Cabinet. Chair stated that the cabinet is made up of directors, deans, vice chancellors. Chancellor Blacketter has heavily underutilized the group, which meets right now once a semester. The cabinet is separate from executive council. Senate faculty member is the only one invited (others are appointed). The cabinet may be the bare minimum interface with new chancellor. Hoping that new chair will work closely with new chancellor.

Both UM and MSU have release time and staff time as well. One course release time seems fair. Faculty senate officers need to engage MUSFAR, which is at Board of Regents meeting. Faculty do not directly interact with BOR, but set aside faculty senate officer time to meet with BOR. One of the few times we can interact directly. Secretary and Vice Chair scheduled for next event.

VII. BoR meeting – Topics for Regent breakfast

Are there discussion points with the board? For example, should chancellor be removed and replaced with an interim. Response was an op-ed with a declaration of current status.

One item may be fees, way the committees, such as WIRE, Program Prioritization, serves as advisory which may be a "smoke screen".

Can we ask about sudden change in CFO responsibility- will there be another search as opposed to an appointment. Faculty senate should have a voice in that decision. If we do not have a business model, hard to participate. Chair stated about does the Board have a role in approval of Vice Chairs, etc.

Being able to draw distinctions between appointees versus hired in terms of our overall plan and goals. What should the faculty representation should be for hiring processes?

#### VIII. Other Items

#### **Motion to adjourn and seconded.**

V. Discussion from faculty member:

For next Faculty Senate, I would like to codify:

1. No teaching outside area of expertise.
2. Release time and mentoring requirements on department for new faculty.
3. Release time allowed for faculty to develop new or new to them courses.
4. Provide a "formula" for #2 and #3.
5. Simple means to develop a balanced "per year and per semester" teaching load for faculty, and to account for overload.
6. Have faculty submit a list of courses that they have taught, and others that should be able to teach with prep. Also rank preferences by comfort, proficiency, etc. Deans and Department heads can develop reasonable plans to expand a faculty member's diversity of courses that can be taught over time.
7. Departments and schools may push back, but I think those who teach the service courses best, should be the ones teaching them. The foundation is the most important.

#### VIII. Senator elections (bylaws below)

#### **Article IV. Elections**

(Article IV, Section 1 replaced by following according to faculty action 10/21/2011.)

#### **SECTION 1:**

Membership in the Faculty Senate shall be determined by annual elections held in March at the department level. Only persons holding faculty rank are eligible to vote, except in the case of Adjunct Faculty. Members shall be elected to two-year or three-year terms at the option of their respective departments. Vacancies created by unexpired terms shall be filled by special election.

#### **Article V. Organization**

#### **SECTION 1: Officers**

The officers shall consist of a Chairperson, Vice-Chairperson, and Secretary. These officers shall be elected from the total membership of the Faculty Senate at the initial meeting after its annual election.

#### **SECTION 2: Duties of Officers**

The Chairperson shall be the principal executive officer and shall have such powers as are appropriate to the office. The Chairperson shall appoint committees and shall be an ex-officio member of all committees except the Nominating Committee.

The Vice-Chairperson shall fulfill the duties of the Chairperson in the Chairperson's absence and shall, otherwise, serve as an assistant to the Chairperson.

The Secretary is responsible for the usual functions of the office, such as:

1. Keeping the minutes of all regular meetings of the Faculty Senate and making available copies to the entire professional staff and the Chancellor.
2. Maintaining archives of important papers of the Faculty Senate.
3. Furnishing notification of all Faculty Senate meetings to all faculty members.
4. Carrying on pertinent correspondence relative to the Faculty Senate and its activities.

# State Money Allocated Waivers & Scholarships

Budget Committee Feb 2019

MUS Honor Scholarship  
Am. Indian Waiver  
Dependent Firefighter/Peace Officer  
Honorably Discharged Veteran Waiver  
Dependent Waiver  
Faculty/Staff waiver

Mandatory  
per BOR  
Policy

Chancellor's

Resident Tuition Waiver- GRAD  
Non-Res. Tuition Waiver GRAD  
Non-Res. Graduate TA/RA Waiver

Discretionary  
BUT honored  
as  
mandatory

Tuition  
Waiver

Discretionary

Resident Tuition Waiver- UG  
Non-Res. Tuition Waiver-UG

Custodial Student Waiver  
Montana Senior Citizen

Contracted  
with  
Veterans  
Affairs

Resident Tuition Waiver- Athletic  
Non-Res. Tuition Waiver Athletic

Federal Yellow  
Ribbon Program  
(Contract is 8 UG &  
10 Grad)

# Scholarships

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graph TD; A[Scholarships] --> B[ACADEMIC]; A --> C[NON-ACADEMIC]
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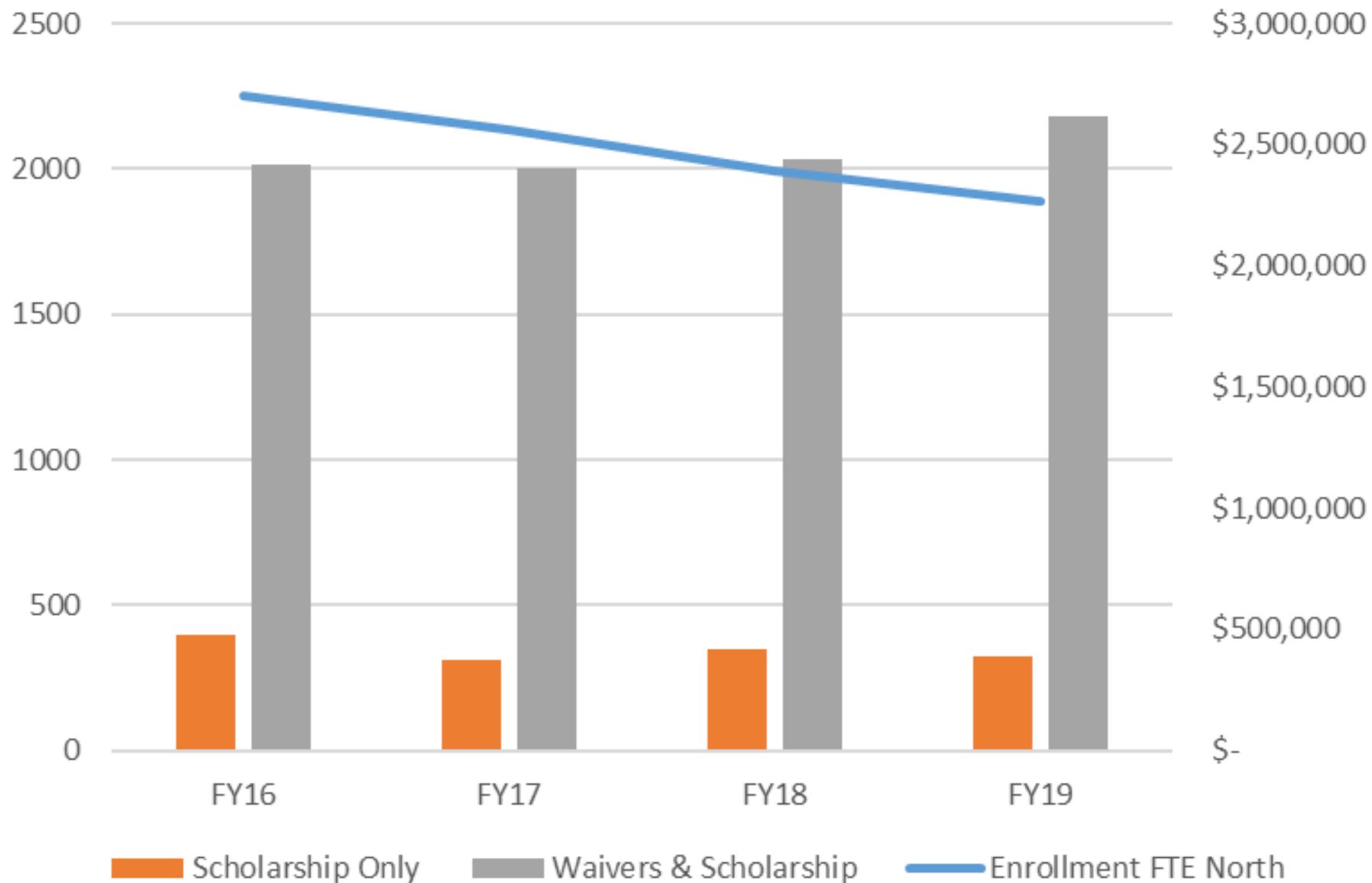
## ACADEMIC

- 1) Mtech Chancellor's (Incoming UG students)
- 2) Chancellor's Excellence (Continuing UG students)

## NON-ACADEMIC

- 1) Sloan Native Am. (GRAD)
- 2) Horatia Alger Match (UG)
- 3) CodeMontana (UG, incoming + 1 year renew)
- 4) Choir (UG)
- 5) Band (UG)
- 6) Chancellor Application of Excellence (UG incoming)

## Enrollment and Scholarship/Waiver Dollars



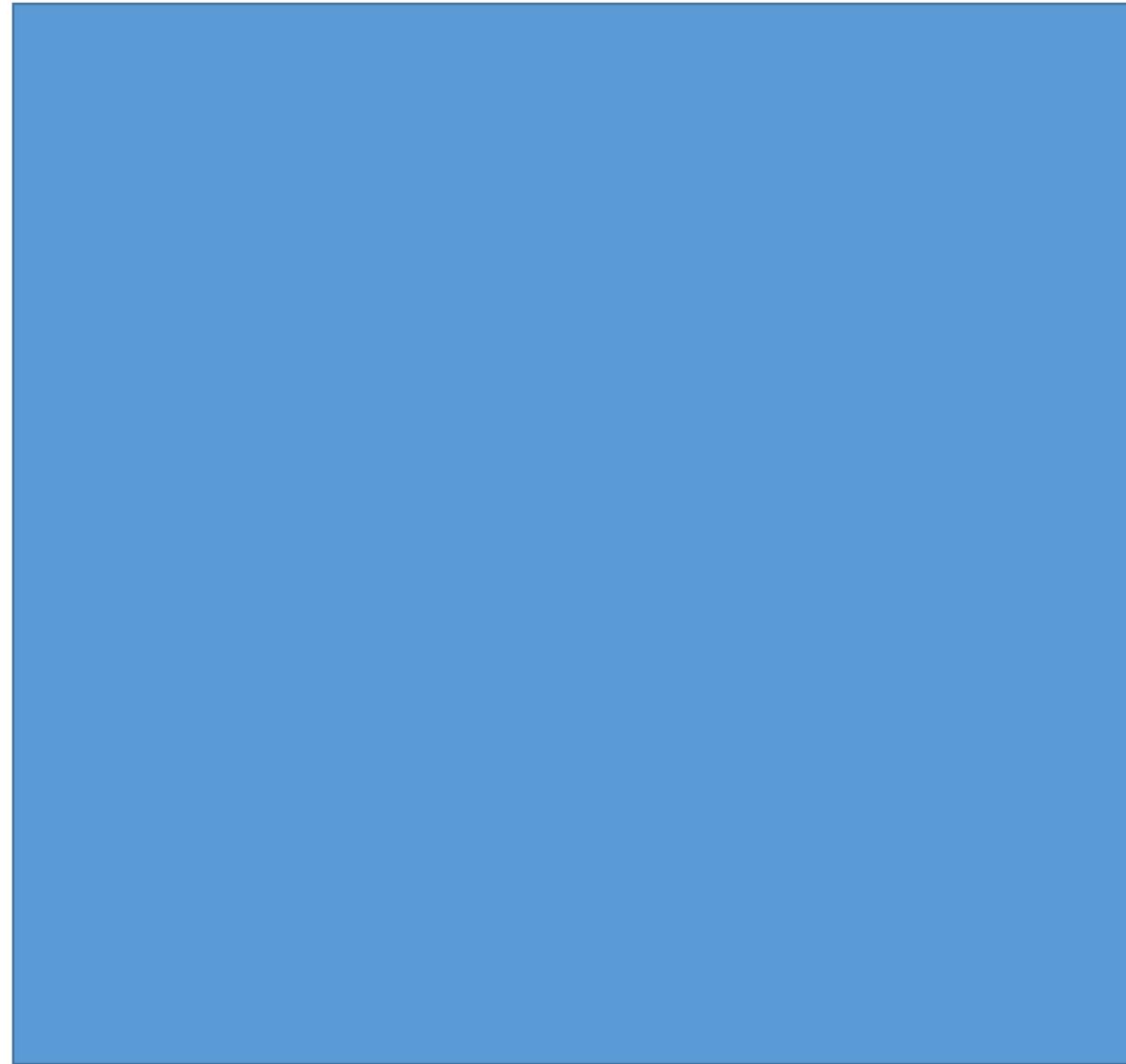
Waiver Type	Budgeted	Actual	Avaialable Balance
Res. Tutition Waiver GRAD			
Non Res. Grad.			
Non-Res Grad TARA			
Scholarships/Fellowships*			
Res. UG			
Res. Athletic UG			
Non-Res. UG			
Non-Res Athletic IG			
Custodial			
MUS Honor			
Am. Indian			
DependentFFPO			
Montana Senior Citizen			
Hon. Discharge. Vet			
DependentFFPO			
Faculty/Styaff			
Yellow Ribbon			
<b>TOTAL</b>			

## Waivers

- Non-Resident Waiver: Out of State runner ups received out of state waivers as offers instead of WUE/Advantage (\$15,084 per student. No one accepted)
- Scoring metric was removed due to time constraints. This resulted in more students qualifying for waivers.

	Offered	Accepted	Yeild
Fall 2017	28	10	35.714
Fall 2018	65	39	60
Fall 2019			

## Scholarships



# Key Takeaway

- Budget is not constructed in line with how we spend money

Waiver Type	Budgeted	Actual	Avaiable Balance
Res. Tutition Waiver GRAD	\$ 195,000.00	\$ 199,179.78	\$ (4,179.78)
Non Res. Grad.	\$ -	\$ -	\$ -
Non-Res Grad TARA	\$ 165,000.00	\$ 101,854.30	\$ 63,145.70
Scholarships/Fellowships*	\$ 209,312.00	\$ 389,155.41	\$ (179,843.41)
Res. UG	\$ 540,500.00	\$ 600,344.46	\$ (59,844.46)
Res. Athletic UG	\$ 320,000.00	\$ 358,265.07	\$ (38,265.07)
Non-Res. UG	\$ 62,000.00	\$ 113,130.00	\$ (51,130.00)
Non-Res Athletic IG	\$ 435,000.00	\$ 420,053.76	\$ 14,946.24
Custodial	\$ -	\$ -	\$ -
MUS Honor	\$ 206,000.00	\$ 250,392.87	\$ (44,392.87)
Am. Indian	\$ 47,000.00	\$ 63,783.65	\$ (16,783.65)
DependentFFPO	\$ -	\$ 4,993.59	\$ (4,993.59)
Montana Senior Citizen	\$ 8,000.00	\$ 8,117.58	\$ (117.58)
Hon. Discharge. Vet	\$ 1,500.00	\$ 5,706.96	\$ (4,206.96)
DependentFFPO	\$ 55,000.00	\$ 51,309.20	\$ 3,690.80
Faculty/Styaff	\$ 30,000.00	\$ 19,019.91	\$ 10,980.09
Yellow Ribbon	\$ 15,000.00	\$ 29,748.61	\$ (14,748.61)
<b>TOTAL</b>	<b>\$ 2,289,312.00</b>	<b>\$ 2,615,055.15</b>	<b>\$ (325,743.15)</b>

## **Copper Hill Choir**

The Copper Hill Choir (CHC) was founded in 2012 to provide opportunities for talented Montana Tech singers to participate in a student choir and broaden their university experience. Choir members represent most of Tech's majors.

– It is important to find activities where students can relax and enjoy themselves. For me, that is my time spent with the Copper Hill Choir. None of us are professional singers, but we all love music and each other. I have never been a part of a group with a bond like the Copper Hill Choir. Joining choir will be one of the best decisions new students make during their college education. – Olivia

– The CHC is a major stress reliever. I put down the textbooks and pick up music that I am passionate about. The choir helps to break the stereotype of engineering students being nerds. – Alexandria

– When I tried out for the Copper Hill Choir my freshman year, I was immediately accepted into the group and felt like a part of something special. The excellent reasons for joining the choir don't compare to the friendships I have made in choir and the role it plays as a therapeutic activity. For two hours on Monday, I don't have to think about math, science, physics, numbers or equations. I get lost in the music and feel what the songwriters felt when writing the song, and I get to do it with a group; nay, a team; nay, a family. – Tanner

The CHC (MUSI 112 – 1 credit) meets every Monday evening during the academic year from 4:30-6:30 p.m. in the Library Auditorium. Choir membership is granted through an audition designed to assess prospective members' abilities to sing well and in tune. The auditions help assure the excellence of the ensemble and thus the quality of the experience. Sight-reading is not a requirement for membership. The Copper Hill Choir is open to all fulltime and part-time, undergraduate and graduate Tech students.

CHC members are supported by \$200/semester scholarships. An accumulation of three semesters in the choir is applied to Montana Tech's Humanities requirement.

For more information, please contact Dr. Gary Funk: [gfunk@mtech.edu](mailto:gfunk@mtech.edu) or call 406-529-1379.

## Copper Hill Choir

The Copper Hill Choir is a singing group open to all full and part time undergraduate and graduate students at Tech. The ensemble is led by Dr. Gary Funk – a long-time performer and Professor of Music. The Copper Hill Choir rehearses and performs a mixture of classical, pop and other styles of music. The class occasionally affords the opportunity for students to create and perform original selections.

Benefits to Tech students who enroll in MUSI 112 Copper Hill Choir (1 credit):

1. Satisfy a Humanities requirement!
2. Receive \$200/semester scholarship!
3. Improve brain function!
4. Relieve stress!
5. Improve confidence and poise!
6. Learn to think more creatively!
7. Work in real time as a member of a team to produce something of excellence.!
8. It's fun!

Requirements:

1. Membership is made available through auditions conducted at the beginning of the semester.
2. The audition assesses prospective members' abilities to sing well and in tune. Sight-reading is not a requirement
3. Students accepted into the choir are permitted to enroll in MUSI 112.
4. Rehearsals are scheduled for Mondays from 4:30-6:30 in the Library Auditorium

Contact Information:

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