



Faculty Senate Meeting Minutes
05/07/24
Room: DON Lecture Hall

CALL TO ORDER: Paul Nicholson at 2:12 p.m.

MEMBERS PRESENT: Paul Nicholson, Karen Henderson, Veronica Mohrmann, Bryon Steinwand, John Hartman, Nathan Munn, Joyce Walborn, Bill Hallinan, Phillip Sawatzki, Seth Roby, Virginia Reeves, Larry Taylor, Laura Senn, Courtney Radke, John McLaughlin, Derrick Hauer, Wes Walker, Tod Dumas, Jamie Garcia, Rick Henry, Keri Jaynes, Della Dubbe, Amy Kong

APPROVAL OF MINUTES:

- I. 01/12/24 minutes Virginia moved to approve; Rick seconded; passed

COMMUNICATIONS:

- I. Dean Sandy and Jessie presented appeal for faculty to create institutional committee to be in charge of creating a process for tracking assessment from course level to program to institutional. This was one recommendation from the evaluation team after the year 7 visit.
- II. Senate Budget Report: \$250 for travel and \$500 for other, no money has been spent this year. Hoping to send someone to Board of Regents meeting this spring.
- III. DCAC meetings have been revised. Seth R. has been attending on behalf of the Faculty Senate. Seth, please report.
- IV. ECOS/Advising Team discussion. Due to unforeseen challenges, this project has been tabled until further discussion and planning takes place.
- V. Moodle is going-gone, be sure to take care of your business for the conversion to Canvas.
- VI. Please get book adoptions in as soon as possible.

REPORTS OF COMMITTEES:

APRC: The Diesel, Automotive, and Business programs were reviewed this year.

ASCR: John H. thanked Bryon for his help with the NWCCU interview with the evaluators. He also expressed his appreciation to Paige Ferro for her help with the summary describing ASCR's activities this past semester (see attached). Discussion about Graduation Appeals Review Committee.

PAC: Participation has fallen off due to scheduling issues between the committee members and the Cosmetology program. ECOS hopes to correct the problem and move forward with PAC again next year. A **BIG Thank You** goes out to Amy Kong, the PAC members, and guest Faculty and Staff who participated.

UNFINISHED BUSINESS:

- I. Student club participation- The Director of Student Life position will be redefined this summer and the rules for student clubs will be modified to help promote involvement. Excessive rules and regulations have discouraged participation in the past.
- II. Smart Board/ Smart Room technology. Upon the Senate request, IT is willing to conduct training in the fall.

NEW BUSINESS:

- I. Administrator Evaluation reports. Paul provided summaries of the evaluations of the Dean/CEO, Executive Director of General Education and Transfer, and Executive Director of Career Technical Education and Dual Enrollment. The complete summaries are available to anyone who would like to read them.
- II. Vote to spend Faculty Senate funds to send a Helena College Faculty Senate representative to the May BoR meeting in Havre, Mt. This would include travel expenses, MUSFAR meeting meal expenses, and 1 night lodging. The Senate can spend up to \$250 from the budget for travel. Karen moved to approve; Tod seconded; Passed.
- III. Karen Henderson to discuss Graduation Committee. Karen asked for feedback regarding this spring's graduations. The general response was positive.
- IV. Discussion About proposed change to Bylaw V., A., (2). Clarify language to allow the serving executive members of the ECOS committee to be excluded from the three year term limit rule while they are actively serving the term of their executive positions. This only includes the office of the President and Vice President (President Elect). Veronica moved to suspend term limits for the President and Vice-President for one year (AY 25-26), allowing time for Senate to review and amend bylaws during fall 2024 semester; John M. seconded. Passed.
- V. ECOS will have some vacant seats in the fall. The faculty in the different academic divisions should consider who they would like to nominate for ECOS positions in the fall.
- VI. Welcome Seth Roby as the new Faculty Senate President!

GOOD AND WELFARE/QUESTION AND ANSWER

- Please invite a new faculty member to do a Peer Evaluation!
- Della Dubbe announced her upcoming retirement at the end of May. John H. moved for the minutes to reflect a huge "thank you" to Della for her 12 years of service to Helena College. Tod seconded.
- Enjoy your summer!
- Veronica moved to adjourn at 3:22 p.m. Meeting adjourned.

Members:

John Hartman (Chair)
Phillip Sawatzki (Vice Chair)
Della Dubbe
Sarah Dello (ex officio)
Tod Dumas
Paige Ferro (Recorder)
Bill Hallinan
Keri Jaynes
Amy Kong
Deb Rapaport
Bryon Steinwand (ex officio)

01/10/2024

Pathway: Diesel Technology CAS AY24253
Pathway: Diesel Technology (AAS) AY2425
Pathway: Metals Technology (AAS) AY2425
Pathway: Manual Machining (CAS) AY2425
Pathway: CNC Machining (AAS) AY2425
Pathway: Welding Technology (CAS) AY2425
Pathway: Industrial Welding and Metal Fabrication (AAS) AY2425
Pathway: Automotive Technology (CAS) AY2425
Pathway: Automotive Technology (AAS) AY2425
Pathway: Aviation Maintenance Technology (AAS) AY2425
Pathway: Airframe Aviation Maintenance Technology (CAS) AY2425
Pathway: Powerplant Aviation Maintenance Technology (CAS) AY2425

01/24/2024

Motion to accept and approve a Part-Time Pathway whose approved Full-Time Pathway is identical not in term offered, but a course for course, credit for credit alignment.

Pathway: Computer Science Transfer to UM (AS) AY2425
Pathway: Criminology UM (AA) AY2425 PT
Pathway: Cloud DevOps (AAS) AY2425
Pathway: Computer Science Transfer to UM (AS) AY2425 *PT*
Pathway: Computer Science Transfer to MSU (AS) AY2425
Pathway: Computer Science Transfer to MSU (AS) AY2425 *PT*
Pathway: Computer Science Transfer to MT Tech (AS) AY2425
Pathway: Computer Science Transfer to MT Tech (AS) AY2425 *PT*
Pathway: Computer Science & Technology Gen Ed Core (CGS) AY2425
Pathway: Web Design (CTS) AY2425 - Deferred
Pathway: ServiceNow Administration and Development (CTS) AY2425
Pathway: Business Technology (AAS) AY2425
Pathway: Elementary Education Transfer to UM (AS) AY2425
Pathway: Accounting Technology (AAS) AY2425
Pathway: Bookkeeping (CAS) AY2425
Pathway: Bookkeeping (CAS) AY2425 *PT*

02/14/2024

Motion to accept and approve a Part-Time Pathway whose approved Full-Time Pathway is identical not in term offered, but a course for course, credit for credit alignment.

Revision to: WRIT 101

Pathway: Criminology UM (AA) AY2425 PT

Pathway: Web Design (CTS) 3 Term AY2425

Pathway: Web Design (CTS) 2 Term AY2425

Pathway: Civil Engineering Transfer to Carroll College AY2425

Pathway: Civil Engineering Transfer to Carroll College AY2425 PT

Pathway: Civil Engineering Transfer to MSU AY2425

Pathway: Civil Engineering Transfer to MT Tech AY2425

Pathway: Electrical Engineer Transfer to MT Tech AY2425

Pathway: Electrical Engineering Transfer to MT Tech AY2425 PT

02/28/2024

Motion to accept and approve a Part-Time Pathway whose approved Full-Time Pathway is identical not in term offered, but a course for course, credit for credit alignment.

Pathway: Applied Mathematical Sciences Transfer to MT Tech AY2425

Pathway: Applied Mathematical Sciences Transfer to MT Tech AY2425 PT

Pathway: Pre-Pharmacy Transfer to UM AY2425

Pathway: Pre-Pharmacy Transfer to UM AY2425 PT

03/13/2024

Inactivation of CAPP 266

Revival of NRSG 291

04/10/2024

New Course: NRSG291

Over the course of Academic Year 2023-2024, the Academic Standards and Curriculum Review Committee:

- Reviewed current courses to ensure curriculum outcomes align with other schools within the MUS
- Designated appropriate courses, including but not limited to:
 - Diversity courses
 - General Education courses
 - Honors courses
 - CHAI courses (Cultural History of American Indians)
- Reviewed certificates and degree outcomes
- Updated Student Learning Outcomes
- Reviewed, revised, and approved all FY 24/25 Pathways and Degree Sheets
- Deactivated outdated courses; approved the activation of new courses, including Cosmetology; and reactivated previously offered courses to allow students to qualify for full-time enrollment for financial aid and credit load purposes
- Updated graduation requirements to align with other schools within the MUS and BOR standards, including:

- Began work to created a Graduation Appeals Committee as a sub-committee of ASCR