



MONTANA STATE UNIVERSITY NORTHERN

College of Education, Arts & Sciences and Nursing

College Meeting

Cowan Hall 300

August 23, 2017

8:00am

Members: Randy Bachmeier, Samantha Balemba-Brownlee, Jack Bieger, Virginia Braithwaite, Aaron Christensen, Vicki Clouse, Jaime Duke, John Foley, Valerie Guyant, Peter Hart, Steve Hesske, Terri Hildebrand, Shawn Huse, Steve Lockwood, Marvin McClendon, Paul McKenzie-Jones, Christopher Mouat, Rose Obunaga, Maureen Odegard, Cristy Ozburn, Norton Pease, Charles Pollington, Carol Reifschneider, Mark Seiffert, Darlene Sellers, Curtis, Smeby, Fred Smiley, John Snider, Joel Soiseth, Chad Spangler, Gary Succaw, Janice Starr, Tyson Thivierge, Joey Todd, Kasthuri Udayakumar, Jamie Underwood, Arlys Williams,

Members Present: Randy Bachmeier, Samantha Balemba, Jack Bieger, Virginia Braithwaite, Vickie Clouse, Valerie Guyant, Terri Hildebrand, Marvin McClendon, Maureen Odegard, Cristy Ozburn, Norton Pease, Carol Reifschneider, Mark Seiffert, Darlene Sellers, Curtis Smeby, Fred Smiley, John Snider, Chad Spangler, Gary Succaw, Joey Todd, Kasthuri Udayakumar, Jamie Underwood, Arlys Williams

Chair: Norton Pease

Minutes: Debra Bradley

1. **Call to Order:** at 8:01am by Norton Pease
2. **Approval of Agenda**
 - a. Motion was made by Darlene Sellers
 - b. Second was made by John Snider
 - c. Call for the question
 - d. Approved by all
3. **Approval of Minutes:** from April 26, 2017
 - a. Motion was made by Jaime Duke
 - b. Second was made by Jack Beiger
 - c. Call for the question
 - d. Approved by all the minutes as written
 - e. Call for the question
 - f. Approved by all

4. Discussions

- a. Introductions of new faculty
 - i. Marvin McClendon – Math
 - ii. Randy Bachmeier – Community Leadership
 - iii. Larry Strizich – Interim Provost/Dean of COTS
- b. Larry Strizich opened the discussion section
 - i. NWCCU – Year 1 report
 - ii. Program changes get them in early
 - 1. End of October or first part of November
 - 2. 90 days it might be approved, but sometimes it takes longer for the approval
- c. Carol Reifschneider
 - i. Academic Proposals
 - 1. Additional programs that will blend with another program
 - 2. Bring to the Chair or Dean
 - 3. Academic Intent, the plan needs to be on there before any start of the paperwork
 - 4. Darlene Sellers to bring forth a plan after it has gone through the department
 - 5. Forms need to be filled out correctly, or they will go back to the writer and take your time doing it the first time.
 - 6. Level I is a lot different than Level II. Lot more paperwork
 - ii. TaskStream
 - 1. Training on this Friday, August 25, 2017
 - 2. First session is for beginners
 - 3. Second session is for intermediates
 - iii. Four Year Schedules
 - 1. Charged with the task last Spring 2017
 - 2. Time again to think
 - 3. All programs need a four year schedule
 - 4. Allows departments to plan ahead
 - 5. Four year schedules also help students plan their education
 - 6. Norton thanked the summer faculty for all their help with the four years schedule
 - 7. Pressure to get rid of developmental courses
 - a. Contemporary Math
 - i. Successful to a point
 - ii. Attendance not so good
 - iii. One hour a day per week
 - iv. College Writing
 - 1. Steve Lockwood and Valerie Guyant with the help of a tutor
 - 2. Also five days a week

- iv. Informal College Meeting
 1. Hopa Mountain
 2. Was scheduled for late May early June
 3. Now the first part of Fall
 4. Off campus talks
 5. No date set yet
 6. Working on a proposal with cost
 7. John Snider talked about discrimination and the future of Northern with this issue.

5. Proposals:

- a. #7 Emergency Medical Tech with Clinical
 - i. Aryls presented it in April
 - ii. Needed HPE faculty input
 - iii. Gave Chad Spangler a chance to read the proposal
 - iv. Bring it back to the meeting
- b. Motion to bring the proposal off the table
 - i. Motion was made by Mark Seiffert
 - ii. Second was made by Chad Spangler
 - iii. Call for the question
 - iv. Approved by all
 - v. Chad talked about the proposal
 - vi. EMT Basic Course and allow students to take the class
 - vii. Put in HPE
 - viii. Motion was made by Mark for approval
 - ix. Second was made by Marvin McClendon
 - x. Call for the questions
 - xi. Approved by all

6. Committee Reports:

- a. **Admissions and Standards** (3 members from each college)
 - i. Members are: Joel Soiseth, Jaime Duke, Chad Spangler
 - ii. Meets every Friday at 3pm
- b. **Curriculum** (3 members from each college)
 - i. Members are: Joey Todd, Terri Hildebrand, Valerie Guyant
- c. **Financial Aid** (3 members from each college)
 - i. Members are: Virginia Braithwaite, Jaime Duke, Maureen Odegard
- d. **Cultural Development** (2 members from each college along with invites to Northern Foundation Director, the Havre High School Drama Director and the Public Information Director)
 - i. Members are: Fred Smiley, Samantha Balemba
- e. **Library** (2 members from each college)
 - i. Members are: Joey Todd, Cristy Ozburn
 - ii. Has not met

- f. **Instruction, Research and Faculty Development** (2 members from each college along with the Provost as a non-voting member)
 - i. Members are: John Snider, Paul McKenzie-Jones
 - g. **General Education** (3 members from each college along with the Provost as a non-voting member)
 - i. Members are: Gary Succaw, Terri Hildebrand, Kasthuri Udayakumar
 - ii. Meets every second Monday of the month at 4pm
 - h. **Instructional Technology** (2 members from each college and the Director of Information Technology Services (non-voting), Director of Extended University (non-voting), Provost (non-voting)
 - i. Members are: Chad Spangler, Valerie Guyant
 - ii. Meets every Tuesday at 4pm
 - iii. Has not met
 - i. **Graduate Council** (one representative from each graduate program, two at large representatives (one from each college) with an earned doctorate, the chairs of each college; non-voting members are the following, Provost, Director of Endorsements, the Deans of each college.
 - i. Members are: Virginia Braithwaite, Darlene Sellers, Curtis Smeby, Norton Pease, Carol Reifschneider, Joey Todd, Randy Bachmeier, Terri Hildebrand
 - ii. Meeting in September 2017 no date and time set
7. **Announcements:**
- a. Syllabus and Office hours to Debra and Jenn as soon as possible
 - b. Thank you all to helped moving schedule and moved rooms around
 - c. Thank you to all who helped with the OPI Report in April
 - i. Faculty Institutional Report
 - ii. 7 years
 - iii. Comments to be address
 - d. Darlene asked if there could be an ad hock committee about discrimination
 - i. Those that are interested stay after the meeting
 - e. Introduction of another new Faculty Member
 - i. Rose Obunaga – Volleyball Coach
 - f. Jamie Underwood recycling
 - i. Truck is dead using catering van till another vehicle can be found
8. **Adjournment:** at 8:45am