

College of Arts, Sciences and Education  
College Meeting  
Virtual  
August 2020  
4:00pm

**Members:** Randy Bachmeier, Samantha Balemba, Jack Beiger, Grant Bowker, Christopher Busch, Vickie Clouse, Casey Donovan; Connie Filesteel, Valerie Guyant, Gwen Hart, Steve Hesske, Terri Hildebrand, Shawn Huse, Steve, Neil Moisey, Chris Mouat, Joyce Mphande-Finn, Grant Olson, Cristy Ozburn, Carol Reifschneider, Andrew Rolin, Mark Seiffert, Darlene Sellers, Curtis Smeby, Joel Soiseth, Gary Succaw, Tyson Thivierge, Joey Todd, Mary Ward

**Members Present:** Randy Bachmeier, Samantha Balemba, Jack Bieger, Grant Bowker, Christopher Busch, Vickie Clouse, Casey Donovan, Connie Filesteel, Valerie Guyant, Gwen Hart, Joyce Mphande\_Finn, Neil Moisey, Grant Olson, Cristy Ozburn, Carol Reifschneider, Mark Seiffert, Darlene Sellers, Mark Sieffert, Joey Todd, Mary Ward

**Chair:** Valerie Guyant

**Minutes:** Debra Bradley

1. **Call to Order:** at 4:00m by Valerie Guyant
2. **Approval of Agenda:**
  - Motion to approve was made by Mark Seiffert
  - Second was made by Jack Bieger
  - Correction was made by Casey Donovan on that he has an E in his last name and not an O.
  - Question
  - Approved with corrections
3. **Approval of Minutes:**
  - 04/2020 and 08/2020
  - Motion to approve as made by Jack Bieger
  - Second was made by Mary Ward
  - Call for the question
  - Approved

#### **4. Provost Report:**

- Program approval process
  - Get involved early
  - New programs
    - Collaboration with other colleges is needed
    - Checking for overlapping
    - Vetted among other colleges
    - Fast track
      - i. Two meetings timeline for the BoR
    - Bring propels forward
      - i. Was a three-year plan
    - Find all information needed on the website
      - i. <https://mus.edu/che/arsa/academicproposals.html>
    - Can add any program to the one-year plan
    - Proposed new athletic programs has to be approved first by the BoR
    - Prioritize new programs
      - i. Campus knows what they have
        - 1. MSUN has advantage or location
  - Movement of Psychology
    - i. Attract more students
    - ii. Has to be approved by MSU-Bozeman
    - iii. Go through OCHE
    - iv. Do the homework
      - 1. Enrollment
      - 2. Make sure that its successful
      - 3. Need more than one faculty member
      - 4. Cost
      - 5. What are strategic moves
      - 6. Where do you see the college going
      - 7. Priority
      - 8. Prove the demand
- Is someone thinking about caps for classroom size and not split them into two classes

#### **5. Committee Reports:**

- Admissions and Standards
  - COTS Reps: Wane Boysun, Lorren Schlotfelt, Josh Meyer
  - CASE Reps: Joel Soiseth, Joey Todd, Mary Ward
- Cultural Development
  - COTS Reps: Josh Meyer, Keven Holzworth
  - CASE Reps: Samantha Balemba; Grant Olson

- Financial Aid:
    - COTS Reps: Jeremy Hofman, Barb Zuck, Brandon Matson
    - CASE Reps: Gary Succaw, Grant Bowker, Christopher Busch
  - Curriculum
    - COTS Reps: Jeremy Hofman, Jim Kirkpatrick, Greg Clouse
    - CASE Reps: Valerie Guyant, Terri Hildebrand, Joey Todd
  - General Education
    - COTS Reps: Spike Magelssen; Charlie Mack, Aaron Riggins
    - CASE Reps: Valerie Guyant, Christy Ozburn, Joyce Mphande\_Finn, Gwen Hart
  - Graduate Council:
    - COTS Reps: Barb Zuck, Steven Don, Dave Kruger
    - CASE Reps: Randy Bachmeier, Terri Hildebrand, Joyce Mphande\_Finn, Joey Todd, Curtis Smeby
  - Instruction, Research and Faculty Development
    - COTS Reps: Keith Jensen, Charlie Mack
    - CASE Reps: Valerie Guyant, Samantha Balemba
  - Instructional Technology
    - COTS Reps: Brianna Bernhoff, Laura Gomez
    - CASE Reps: Valerie Guyant, Samantha Balemba, Christopher Busch
    - OTLE Reps: Need to ask
  - Library
    - COTS Reps: Jim Kirkpatrick, Brandon Matson
    - CASE Reps: Cristy Ozburn, Joey Todd
  - Academic Senate
    - COTS Reps: Greg Clouse, Spike Magelssen, Lorren Schlotfeldt, Lanny Wilke
    - CASE Reps: Cristy Ozburn, Gary Succaw, Joey Todd, Mark Seiffert, Carol Reifschneider
6. **Hold over till next meeting is the following –**
- **Proposals**
    - #23 Psychology
    - #24 Inclusion to the Gen Ed Core
    - #25 Removal of CAT II Math
    - #26 Replace Old CAT II with New CAT II

- **Hold over till next meeting:**

- **Dean's Report**

7. **Announcements:**

- November 3, 2020 – Election Day, No Classes and Offices are closed
- November 4, 2020 – Last day to drop with a “W”
- November 11, 2020 – Veterans Day, No Classes and Offices are closed
- November 25, 2020 – Thanksgiving Holiday – No Classes and Offices are open
- November 26-27, 2020 – Thanksgiving Holiday – No Classes and Offices are closed
- December 1-8, 2020 – Final Exams
- December 8, 2020 - Fall Semester Ends
- December 11, 2020 Grades are due
- January 13, 2021 – Classes begin
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8. **Adjournment**

- Motion was made by Carol Reifschneider
- Second was made by Mark
- Approved