

Faculty Senate Minutes

12/3/2019

4-5 pm

Library Auditorium

Present: Charie Faught (Chair), Stella Capoccia, Atish Mitra, Larry Smith, Abhishek Choudhury, Miriam Young, Chad Okrusch, John Ray, Laura Young, Rita Spear, Phil Curtiss, Chris Danielson, Ulana Holtz, Provost Doug Abbott, Chancellor Les Cook, Jackie Timmer, Dan Autenrieth, Mary North-Abbott, Dean Dave Gurchiek, Tony Patrick, Peter Lucon, Karen Wesenberg, Katherine Zodrow

Quorum @4:05pm

- I. Welcome and Minutes (<https://www.mtech.edu/facultystaff/facultysenate/minutes/index.html>)

Approvals for November 5, 2019: Motion and seconded. **PASSED.**

Action Items

- I. General Education Critical Thinking Proposals - see attached proposal

Hilary Risser (chair of GenEd committee) presented: At present there are no requirements directly tied to critical thinking. Our ETS test is down. Three options were presented, and feedback requested from faculty as to which option is best. Question from senator: is double dipping allowed (Existing course modified to suit the requirement)? Reply: It may be hard to modify existing courses and evaluate critical thinking portion. Comment from senator: ETS score should be a good measure whether student has critical thinking skills. Comment from senator: this (teaching and assessing) should be done at individual department level. Answer: full faculty should agree on the definition and method of assessment of critical thinking. NWCCU expects that faculty as the whole cares, and reviews and tries to improve this aspect of instruction. Comment from Senator: Nursing department already teaches and assesses critical thinking.

Chair suggested that after discussion at the departmental level, feedback should be sent to Hilary Risser or Charie Faught. Hilary Risser requested some feedback by January 2020.

November CRC info not available. Moved to next meeting.

- II. Resolution to Administration

“The Faculty Senate of Montana Technological University requests that the Administration of Montana Technological University, particularly the Provost and Deans, provide Workload Data for those holding faculty positions across the campus. The Faculty Senate of Montana Technological University further requests that this workload data compare workload by gender. Comparison would be rank based and would compare faculty in similar rank to faculty in similar rank, i.e. professors to professors, associates to associates, and so on. Data would also include pay differences by gender and clearly delineate both base pay and any Foundation-related supplementary pay. Pay comparisons would also be rank based as described above in the resolution.

We request that this data be provided in January 2020.”

Senator: There was discussion previously on workload. Our senate is involved in shared governance, but needs data for effective action. One important aspect is distribution of data in terms of gender equity. If the info shows gender inequity, senate should recommend ameliorating action.

Senator: It was already discussed in a past meeting that deans will present how each college fares on this matter.

Senator: It may be difficult for deans to come up with information. It maybe possible to get information on how many students per class, but is that a correct measure of workload? The complete picture is not easy to pull up.

Senator: need a metric and method of analyzing first, before one collects and discusses data. Also, needs comparison with other colleges and with industry average salaries.

Provost: a lot of data is available on IPEDS report that is presented every year.

Senator: this issue is very department related, and it is hard to get gender specific data that is unbiased.

Senator: First we should look at workload inequity. Very hard to get proper analytics – may be time consuming and professional job.

Suggestion from senator: first start with deans presentations in early Spring as discussed earlier, then talk about this issue again.

Motion to table, and seconded. **PASSED.**

Informational Items

III. Board of Regents Breakfast with Faculty Senate Reps

Chair and Vice Chair reported on their dinner meeting with other faculty senate officers from other Montana universities, and on breakfast with board of regents. Workload was a major issue discussed. Another topic of discussion was the need to have special programs for returning students.

IV. Montana Tech International Student Assistance Committee (MISAC) November 22 report

Chair: report attached.

Discussion Items

V. Activities and priorities for the upcoming year

a. Other

i. Technical Report Series

Phil Curtiss: (See attached presentation) Suggested we think about starting a technical report series, pre-publishing undergraduate and postgraduate research on campus. Such reports can be hosted on Digital Commons, and featured on campus/departmental websites. Research committee will review the technical report before acceptance. Senator: request that the PowerPoint presentation is attached to the minutes. Chair: this issue will be put on agenda for next semester.

ii. Faculty Yearbook.

Phil Curtiss: Suggested a faculty yearbook to be started. More discussion next semester.

iii. Lack of food services at Highlands

No discussion

iv. Workload (see below for requirements)

No discussion

VI. Other Items

- a. Discuss what constitutes an action item, etc. on faculty senate agenda
No discussion
- b. Discussion on Chief of Staff Position at Montana Tech- see language below
No discussion
- c. Creating and filling of new positions
No discussion

Chair requested Phil Curtiss and Stella Capoccia to draw up a meeting schedule for next semester.

Motion to adjourn, and seconded.

V.a.iv Workload Requirements (Faculty Staff Handbook and CBA):

- Faculty Staff Handbook
 - Assigning teaching duties equitably to the department's faculty in such a manner as to take the greatest advantage of their individual expertise, interests and abilities;
 - Scheduling of classes and the arrangement of the teaching schedule in a manner that avoids intra and inter-department conflicts between required courses and allows faculty adequate time blocks to prepare for instruction, carry out research and serve the Institution and the community.
 - The Department Head, in consultation with the faculty of the department, is responsible for the continuing development of the curriculum and for its oversight. If it is individually accredited by an organization such as ABET, the Department Head is responsible for maintaining accreditation of the department's degree program. The Department Head is normally expected to carry two-thirds of the teaching load assigned to faculty in the department.

- CBA

21.100 WORKLOAD ASSIGNMENT

Department Heads are responsible for assigning faculty workload, subject to the approval of the Dean and P/VCAA. The instructional portion of the workload shall be that deemed sufficient to meet programmatic needs as determined by the Department Head and Dean in consultation with department faculty.

While it is not expected that the teaching portion of workloads be identical within and among departments, assignments will be made relative to the total activity of faculty including research, scholarship, creative activity, service and administrative duties. When assigning a faculty member's workload, the Department Head may take into consideration such activities as listed below and make adjustments as deemed necessary:

1. Contact hours 2. Unfunded or funded research 3. Funded research buyouts 4. Advising responsibilities 5. Labor intensive committee assignments 6. Large student credit hour loads 7. Department Head 8. Additional administrative assignments

The above list is not intended to be all inclusive and the Dean or Department Head may make adjustments for additional activities as deemed appropriate. Normally, a full-time faculty member's teaching load shall not be reduced to less than 12 credits per year.

Members of the faculty shall post office hours during which they shall be available to students.

VI.b.

I would like the following request discussed at the next Faculty Senate meeting.

The Montana Tech Faculty Senate respectfully requests that the Montana Tech Chancellor provide answers to the following questions:

1. **Do the duties of the chief of staff significantly overlap with the duties of the Chancellor of Montana Tech?**
2. **Why is the position of chief of staff necessary?**
3. **What warranted the creation of a chief of staff position?**
4. **What opportunity costs are incurred by the creation and filling of this position of chief of staff?**

Rationale

After reading the detailed position description for the chief of staff position and comparing it to the position description for the Montana Tech chancellor, it has appeared to some that the chancellor is attempting to hire someone, at a high salary, to perform the duties that the chancellor was hired to perform. This issue is particularly salient given the cutbacks and reductions that Tech has had to endure recently. I have been approached about this issue in my capacity as senator. This is a position that Montana Tech has never had before, why is it being put forward at this time?

Montana Tech Technical Report Series

Faculty Senate
Department of Computer Science

Phillip J. Curtiss

Mtech F19 Senate

2019-09-23

Motivation for TR Series

- Workgroup for Institutional Realignment for Excellence (WIRE) in March 2017 charged with "defining what it means for Montana Tech to be classified as the only Special Focus Four-Year University in the state."
 - Montana Tech should become more research active
 - Foster Collaboration within and between Departments on Campus
- Research Activities are made known and shared -
 - Faculty
 - Graduate Students
 - Undergraduate Students - URP, SURF, RAMP

TR Series Content

- Pre-publication Works
- Theses - MS, PhD
- Published Best Practices - Techniques, Processes
- Papers from Undergraduate Research Activities - URP, SURF, RAMP, etc.
- Texpo and Senior Design Projects

Series Content is Reviewed

- Collaboration between:
 - Faculty Research Mentors
 - Mtech Sigma Xi Chapter
 - Writing Program
- TR Series Ownership
 - Faculty Research Mentors
 - Sigma Xi Chapter
 - Research Office
- Mechanics of publication
 - Digital Commons - Library/Research Office
 - DOI Assignment - Library

TR Series - Next Steps

- Gather Levels of Interest and Input from Campus Programs
- Develop a group between *Research Mentors*, *Sigma Xi*, *Writing Program*, *Research Office*, and *Library* to formalize the activity
- Develop a structured activity and present to the Faculty Senate as an Update before the end of the semester

Questions and Discussion?

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