

Faculty Senate Meeting Minutes
Tuesday, April 18, 2016, 3:30-5:00
STC Great Room
Faculty Senators

- Call to order: Megan Chilson, Estee Aiken, Michael Francisconi, Sheila Roberts, Megan Kelly, Tyler Seacrest, Michael Hengler, Mike Morrow, Delany Hansen (Student Representative).
- Approval of minutes: Bethany moves to approve, Estee seconds. Motion passes.

Unfinished Business

- Chair duties and compensation resolution
 - Previously department chairs have created a proposal that details exactly what duties chairs will have and requests compensation for performing these duties. Faculty senate has drafted a resolution in support of the chair's proposal.
 - We agreed to do an email vote on this resolution after a few minor changes.
 - We had a discussion in regards to several aspects of the chair's proposal
 - Do the summer duties work within the CBA? As chairs already perform these duties, it seems like this should be worked out, perhaps as a separate contract.
 - Can chairs simply delegate the outlined responsibilities? Perhaps the language can be changed to indicate that it is optional for other faculty to take on duties of the chairs.
 - Can non-tenured-track faculty be a chair? The current language seems too strong against this, and perhaps this can be changed as well.
- Soon an apartment will be available for visiting faculty to use. Sheila has created a proposal with some procedures regarding how this will be utilized. We had some discussion regarding how best this might work.
- An all-faculty meeting was cancelled due to a schedule conflict. This meeting was meant to address concerns over the budget and the faculty who were not renewed, and some are very interested in this meeting being rescheduled. We agreed to pass this information along to the chancellor.
- It was discovered that the speech component of general education was no longer required by OCHE or Northwest, and the General Education committee will likely not explicitly require a speech intensive class of every student.
- Vote on CPs 38-41
 - Estee moved to approve these CPs which aims to create new HHP courses. Bethany seconded. Motion passed unanimously.
- Vote on CP 43
 - Sheila moved to approve this CP which concerned a course title cleanup in HPSS. Estee seconded. Motion passed unanimously.
- Vote on CP 42
 - Michael F moved to approve this CP which proposes new fine arts degrees in glass. Sheila seconded.
 - Biology raised some questions regarding this proposal. The following are paraphrased versions of the concerns and responses from Art.

- This is a level II change but the associated paperwork is not attached.
 - The provost wanted this proposal to pass faculty senate before working on the level II paperwork
 - It's concerning to have a series of degrees revolving around one person (Michael Hengler)
 - In glass this is a fairly common practice. See the University of Hawaii for an example.
 - How will all these new courses be staffed?
 - Glass course already work in a manner where one professor works with many levels of students all at once. The new program will be staffed with a continuation of this practice.
 - Note: the language "science department" should be changed to something like "biology and environmental science departments," as there is no science department at UMW.
 - Motion passed (all for votes except biology abstained)
 - It was recommended that Michael H create a list of possible temporary replacements to document that the program can continue in Michael H's absence (e.g. sabbatical replacement).
- Good of the order
 - For scheduling purposes, it was recommended that departments all schedule their department meetings on the same day of the week. We developed the proposal of Wednesdays as being this common day.
- Michael F moved to adjourn, Megan Kelly seconded. We made like a lunch from pita pit and called it a wrap.

January 27, 2015, Revised October 4, 2015

University of Montana Faculty Senate Resolution #1, for 2015-2016 Academic Year

A PROPOSAL TO INSTITUTIONALIZE A VISITING FACULTY PROGRAM AND TO PROVIDE

HOUSING FOR VISITING FACULTY

For years, there have been discussions on this campus of institutionalizing a process to use block scheduling to enrich our academic programs with short-term visiting faculty. Members of Faculty Senate think it is time to move forward with this long-discussed idea.

One of the continuing obstacles for short-term visiting faculty is the lack of consistent and appropriate short-term housing. Another is the relatively low salary for adjuncts. Institution-provided housing could address both of these issues.

- Housing for the visiting faculty (and their families if needed) will be provided for free or very low rent in one or more of the University-owned apartments and/or houses
- The use of faculty housing is specifically intended to allow departments to enrich the campus community by bringing in expertise that is not currently available (or for other enriching reasons to be discussed), and which could be provided on a short-term basis. These faculty would specifically NOT be invited to teach general education or lower-level classes or to teach for time periods of more than one semester. Faculty who come on a temporary basis exceeding one semester would be expected to find other housing.
- Departments who wanted visiting professors would be responsible for finding appropriate people and making arrangements for the classes, workshops, performances, or whatever they would be contributing.
- Applications from departments for visiting professors would be reviewed and approved by the Provost, with the advice of Faculty Senate. The intent would be to give all departments an opportunity to have a position at least every other year (if they chose to make the effort).
- Visitors would be required to pay a cleaning deposit to ensure that the premises are left clean and ready for the next occupant(s). If necessary, the cleaning deposit would cover the cost of professional cleaning so that it did not have to be done by Western staff.
- This proposal should be fully discussed and considered before a suitable University-owned building becomes available. We are not requesting the purchase of new property.
- To overcome issues giving additional taxable benefits to visiting faculty, we propose the current housing stipend be the exact amount or the majority of the rent charged to visiting faculty housing.

Proposed process:

- Departments will be provided an opportunity to submit a proposal for visiting faculty housing on a rotating basis starting in the 2016-17 academic year. (Alphabetical order? Draw from a hat?)
- Until there is more housing available, this will be limited to one semester per department for each rotation. Departments could use the housing to bring in one visiting professor for each block, one for all blocks, or any combination.
- Decisions to approve the departmental requests will be reviewed by Faculty Senate and sent to the Provost for approval.
- Proposals (after the first year) should be submitted at least a full semester before the housing is needed. Vacancies created by a department not taking a “turn” or any other change in plans, could be filled on shorter notice.
- An important aspect of this arrangement will be to keep the housing rotating between disciplines, so that it is never in use for any other purpose. Departments could be encouraged to have backup plans in case an opportunity arises.

April 11, 2016 (DRAFT)

A Faculty Senate Resolution

The University of Montana Western Faculty Senate supports the proposal (see below) outlining the duties of department chairs and requesting compensation for those chairs. We respectfully request the UMW administration to finalize the proposal with the All Chairs Committee and distribute it to the faculty at large by the fall conference, 2016.

Departmental Chair Proposal and Duties (3/31/2016)

In an effort to formalize departmental chairs and their duties, we have discussed the following ideas about this topic and would like to propose the following:

-Department chairs will continue to have no faculty performance or evaluation duties.

-Department chairs will be elected by each department each spring semester by a voting protocol approved by the majority of the department.

-Department chairs will be tenured faculty unless this is not possible within the department.

-Department chairs will be elected annually for one year service terms with no limitation on the number of terms served.

-Department chair duties will continue to be performed during the summer via email, phone and/or on campus, which will include approximately 20 hours/month, but could include some flexibility.

-Department chairs will receive a uniform stipend of \$10,000 per year for their duties and a one year contract will be issued. Additional department-specific duties may be compensated separately. It may also be possible for department chairs to negotiate equivalent release time in lieu of salary. Finally, it should be a goal to ultimately budget release time for department chairs in addition to salary.

Department chairs will have the responsibility and authority for the following:

(these duties may also be delegated to other department members)

1. Create agendas for and run department meetings
2. Coordinate curriculum development, including the formulation of program outcomes and assessment at the department level
3. Coordinate departmental, course and general education assessment activities
4. Communicate with the Provost, other affected departments, and necessary committees regarding departmental and interdepartmental curriculum issues

5. Attend All Chairs meetings, Strategic Planning Committee meetings and other appropriate meetings
6. Coordinate departmental course scheduling and communicate with the academic administration concerning scheduling issues
7. Coordinate departmental budget monitoring and alert the department and the academic administration about emerging budget issues
8. Serve as departmental liaison for recommendations to the administration regarding the formulation of position descriptions and the formulation of search committees for faculty positions, and coordinate the departmental review of proposed adjunct faculty hires
9. Serve as the primary departmental contact for student recruitment efforts through the Admissions Department
10. Mentor new and adjunct faculty, specifically at the departmental level
11. Serve as the liaison with the Provost concerning other administrative or departmental issues that arise

These duties would start with existing department chairs beginning June 1, 2016. First elections would be during the spring of 2017 for newly elected chairs to start in the summer of 2017.

The charge for each department during the fall of 2016 is to establish department chair election protocols.