

Faculty Senate
2009/2010
University of Montana Western
Minutes for 9/14/09 meeting
3:30PM-5PM

1. Call to order—Richard Storey, Tyler Wines, Kent Ord, Jim Falvey, Megan Chilson, Sean Eudaily, Bethany Blankenship, Karl Ulrich, Mike Morrow, Sheila Roberts, Brent McCabe, Nicole Hazelbaker, Eric Wright, Anneliese Ripley
2. Approval of minutes—Mike moved to approve. Sheila seconded. Minutes approved.
3. Old business
 - policy on brand usage (Kent Ord)—See Appendix A.
4. New business

-Bylaw change regarding student membership on FS committees. The Senate voted to approve the bylaw change. (See letter G in the 8/31/09 minutes).

-Approval of new FS committee members

Budget Committee-Delena Norris-Tull

Curriculum Committee-Michael Gilbert (replacing Morrow)

Advising Committee-Steve Mock (Math and Science rep)

Advising Committee-Dana Cotton (Education rep)

Sheila moved to approve. Megan seconded. The Committee appointees were approved.

-Chancellor Storey

Draft presentation for BoR

Tuition data update—the problem of the “flat spot”

Commencement update

Enrollment numbers

2-year plan discussion—See Appendix B.

H1N1 discussion.

Registration day in fall and spring to get students registered

--Report from Karl

--still meeting with Helena COT to finalize IT program

--several degree programs have been proposed for submission (see Appendix C)

-Review initial set of curriculum proposals (#'s 54, 66, 68)

--Not reviewed or tabled.

5. Good of the order
6. Adjournment—Eric moved to adjourn. Everyone vacated.

Appendix A

Working with University Relations.

Office of University Relations (Marketing, Media Relations, Printing & Graphics)

Some Guidelines for Using Marketing Services

Communication based on strategy

We believe that thought and planning are key elements for successful communication, whether for a single event or a full-blown campaign. Prior to an upcoming event or activity, we encourage faculty and staff to contact Shelly Kessel (extension 7151) to schedule a planning session with the university relations staff.

Use of the Montana Western brand

The university's branding stewardship group has made a significant effort to define and develop an appropriate and consistent image for Montana Western. The group's creative brief (available through the university relations office at extension 7151) defines our messaging and provides a foundation for our brand.

To assure consistent communication of our brand and message, any publication intended for communication to external audiences and/or which uses university branding elements (logotypes, symbols, etc.) in print or electronic communications must be approved by the office of university relations.

This does not apply to publications intended for classroom use or for internal circulation only (unless university symbols are used). All such request should be made directly to Verna Hand in printing & graphics.

To assist faculty and staff in creating a variety of communications, electronic templates have been developed including letterhead, presentations, flyers, fax forms, envelopes, etc., which can be requested from Shelly at extension 7151.

Approval process

All marketing services requests should be approved by your vice chancellor with the appropriate budget code included. Shelly would be happy to help you complete the marketing services request form attached to this document.

Who to see

Although any member of the university relations staff is available to assist with your communication needs, specific areas of responsibility are included on the next page.

University Relations

Contact Shelly for marketing services request forms, to set up meetings with Kent and to request templates.

Shelly Kessel (7151)

s_kessel@umwestern.edu

marketing

publicity/campaign planning

branding

advertising

publications

presentations

crisis communication

website

Kent Ord (7301)

k_ord@umwestern.edu

press releases

feature stories

photography

Please contact Wally or David directly for any of the above services.

Wally Feldt (7201)

w_feldt@umwestern.edu

or David Nolt (7297)

d_nolt@umwestern.edu

web content management

editorial contact database

social networking

alumni news

in the news

Please contact David directly for any of the above services.

David Nolt (7297)

d_nolt@umwestern.edu

offset printing

copy services

bulk mail services

Please contact Verna directly for any of the above services.

Verna Hand (7170)

v_hand@umwestern.edu

Please call or e-mail if we can assist in any way.

university relations

printing&graphicscenter |mediarelations |marketingcommunications

MARKETING SERVICES REQUEST FORM

Please fill out the attached form as appropriate for your event or program at least six weeks prior to the date publicity is needed. All requests require the approval of the vice chancellor in the appropriate area. Once this form is approved (see below) please submit to Shelly Kessel.

GENERAL INFORMATION:

Today's date:

Person making request:

Department:

Phone: E-mail:

Budget available: Budget source code:

EVENT/PROGRAM INFORMATION:

Title:

Brief description:

Objective:

List your intended audience(s)?

Event date: Location:

Cost:

Is publicity needed outside southwestern Montana: . yes . no

If so, where?

Additional information:

APPROVALS:

Vice chancellor signature: Date:

Additional signatures are required if your request impacts admission request impacts admissions, athletics or development offices.

Director of admissions: Date:

Athletic director: Date:

Director of development: Date:

ASUMW office manager: Date:

Appendix B

Resolution #2 of the Montana Board of Regents on Two-Year Education Goals and Strategies

August 2009

The Montana Board of Regents resolves to continue to pursue the goals and strategies outlined in "Strategies for Advancing Montana's Two-Year Education Agenda" (included in the support materials for the Regents' August 3, 2009 Planning Retreat).

We endorse with particular enthusiasm the following strategies:

1. Bring the comprehensive community college mission – transfer education, workforce education, and college/workforce readiness – to all two-year campuses affiliated with the Montana University System.
2. Develop approaches to programming, services, and tuition/fees specifically targeted to increasing adults' enrollment in two-year education and completion of two-year degrees.
3. Develop a certificate of completion for the "universal transfer core" to facilitate student transfer and reward the completion of a quality-assured credential.
4. Establish common related instruction requirements in programs leading to the same career to ensure equity of access and adequacy of preparation for high-demand occupational areas.
5. Designate two-year colleges (along with MSU-Northern, UM-Western, and participating tribal colleges) as regional "hubs" for partnerships supporting high school-college transitions and workforce development in the region.
6. In collaboration with the Office of Public Instruction, develop a system-wide approach to dual enrollment opportunities.
7. Create a virtual community college featuring the "universal transfer core," dual enrollment opportunities, and shared programming of participating two-year colleges.
8. Coordinate/integrate data systems and improve network connectivity to support data analysis and resource-sharing.
9. Implement outcomes-based funding strategies.

Appendix C

Degree Programs Under Consideration The University of Montana - Western

Degree	Major	Option
<i>For possible submission 2009-10</i>		
B.S.	Education	
B.S.	Health & Human Performance	
B.S.	Biology	Molecular Bioscience
B.S.	Biology	Ecology
B.S.	Biology	General Biology
B.S.	Environmental Interpretation	Biological Naturalist
B.S.	Environmental Interpretation	Geological Naturalist
B.S.	Environmental Interpretation	Pre-professional Conservation Officer
B.S.	Sustainable Natural Resource Management	Geological Resources
B.S.	Sustainable Natural Resource Management	Botanical Resources
B.S.	Environmental Geoscience	Geology
B.S.	Environmental Geoscience	Geochemistry
B.S.	Environmental Bioscience	Biology
B.S.	Environmental Bioscience	Geoecosystems
B.A.	Environmental Studies	
B.A.	Anthropology and Sociology	
B.A.	Global Politics	
B.A.	History-American Focus	
B.A.	History-European Focus	
B.A.	Interdisciplinary Social Science	
B.A.	Psychology	
B.S.	Equine Studies	Equine Professional Writing
B.S.	Equine Studies	Equine Coaching and Officiating
B.S.	Equine Studies	Equine-Assisted Therapy
B.S.	Equine Studies	Equine Veterinary Science
B.S.	Natural Horsemanship	Equine Professional Writing
B.S.	Natural Horsemanship	Equine Coaching and Officiating
B.S.	Natural Horsemanship	Equine-Assisted Therapy
B.S.	Natural Horsemanship	Veterinary Science
B.S.	Mathematics	Mathematical Ecology
B.S.	Mathematics	Mathematical Biology
B.S.	Mathematics	Mathematical Geology
B.S.	Biopsychology	
B.S.	Music Education, K-12	
B.S.	Art Education, K-12	
B.S.	Earth Science & Secondary Education	
B.S.	General Science & Secondary Education	
B.S.	Social Science & Secondary Education	
B.S.	History & Secondary Education	
B.S.	Early Childhood Education	Early Childhood Education Directors

B.A. English
B.S. English
B.S. English
B.S. English

Creative Writing
Literature
Professional Communications

For Possible Submission 2011-13

B.A. Appropriate Technology
B.A. Appropriate Technology
B.S. Secondary Education

Building Science
Industrial Design
Appropriate Technology Education