

**Faculty Senate Meeting Minutes**  
**Monday, September 15, 2014, 3:30-5:00**  
**STC Boardroom**

- Call to Order—Dana Cotton, Karl Ulrich, Michael Morrow, Megan Chilson, Charity Walters, Bobbie Evans, Kurt Steadman, Brandon Hansen, Michael Francisconi, Estee Aikin, Bethany Blankenship, Tyler Seacrest, Eva Mastandrea
- Approval of minutes from September 2, 2014—Estee moved to approve, Kurt seconded. Motion carried.
- Communications: (K. Ulrich and B. Evans, AAC-T. Seacrest)
  - Mission Review—concern about whether MUS universities are living up to their missions
  - First Year Experience—still being discussed (T. Seacrest) in PLCs and elsewhere
  - Administrative committee changes (R. Evans)
    - Senior Staff—disbanded
    - University Council—more town input, particularly for short term issues
    - Academic Administrative Council—more faculty voices?
    - Chancellor’s Cabinet
  - Morale issues—discussion and implementation of the Strategic Plan, appointment of the Interim Assistant Chancellor, technology issues (who has input on priorities?), civility standards (are they being enforced?)
    - Technology (R. Evans)—rehires being reprioritized, classroom functionality is down with recent losses of staff, infrastructure needs to be revamped, need better malware support system
    - Website content—quicker content input and display
- New Business
  - Charity Walters: Academic Calendar—see appendix A

- Formal recommendation to administration to adopt the new definition for experiential learning—Michael moved to approve. Eva seconded. Motion carried.
  - “Experience One engages students and faculty in actively exploring the knowledge, purposes, and practices in every field of study.”
- Unfinished Business
  - Bylaws revisions organization
    - Each senator will bring comments about the Articles (not the bylaws yet) gathered from the various departments
- Good of the order/Q & A
- Adjourn—Michael moved to adjourn. Megan seconded. Motion carried. Everyone made like a banana and split.

# Appendix A

## Block 4 Thanksgiving Alternatives

**Presented Concern:** Over a six year calendar rotation the week of Thanksgiving occurs in the second week of block 4 three years in a row. This means under the current calendar system that for three years of the six year period, students/faculty attend class during the first week of block 4, have a week off, and then return to teach/participate in classes the remaining two and a half weeks of block 4. While there is no perfect solution that will meet everyone's needs the following are potential solutions to the issues. Over the next 6 years this concern will occur in fall 2014; fall 2015; and fall 2019. It will not occur in fall 2016; fall 2017; and fall 2018. The three year cycle begins again in fall 2019. The bottom of this document list what several other block schools do to address this issue.

### Options

1. Shorten the student Thanksgiving Break week to Wednesday through Friday. Wednesday provides students a travel day prior to the holiday.
  - a. Block 4 at this point would become a 17 day block and end on a Friday instead of a Wednesday. This is the option that used by other block schools (see list at bottom of page).
  - b. Advantages
    - i. While students/faculty still miss one non-holiday day of classes, the time frame before the start of the next week is shorter in comparison with the current structure.
    - ii. Even though the block is 17 days, it actually ends earlier than previous years because students/faculty are not losing a full week of instruction.
  - c. Disadvantages
    - i. Block 4 would always have to begin on a Monday in order to make this scenario work. This means the 2013-14 student senate approved proposal that there always is two day break between block 3 and 4 must be revisited. During the years that there is two holidays during block 3 (federal election years/veteran's day) it is implausible for block 3 to have 17 days of classroom instruction, 2 days off between block 3 and 4, and 17 instructional days in block 4.
      1. Please note that during a six year rotation this is only an issue once every six years (It is an issue in Fall 2014, it will not be an issue again until Fall 2020).
    - ii. Block 4 is currently an 18 day block. This type of change makes it a 17 day block. While this meets the credit hour standards, many faculty and administration previously expressed a desire to make sure the calendar has as many 18 day blocks as possible.
    - iii. During the three years that the week off at Thanksgiving is not an issue, this option means that block 4 would start on Thanksgiving week, meet for two days right before the Thanksgiving break.
      1. Solution #1 to this disadvantage is that during the years thanksgiving break interferes with the block have a three day break; during years it does not interfere, the University would allow a full week break. But, could be confusing to constituents as the calendar and days off change every three years in this scenario.

2. Solution #2 during the years that thanksgiving break does not interfere with the block, shift the fall start date one week earlier. This would mean that block 4 always starts the week before Thanksgiving.
2. During the three year period of block 4 starting before Thanksgiving shift the fall semester to start a week later.
    - a. Advantages
      - i. Block 4 would remain at 18 days and students keep their full week off without interfering with Block 4.
    - b. Disadvantages
      - i. This option causes the semester to end extremely close to the Christmas holiday and cuts the Winter break down by one week. (i.e. Fall 2015 would end on Dec 23<sup>rd</sup> and the new semester begins January 11<sup>th</sup>; Fall 2019 would end on December 25<sup>th</sup> and the new semester begins January 13<sup>th</sup>)
      - ii. Cutting a week out of the winter break is potentially detrimental to multiple departments who have processes to complete prior to the start of the new semester. Some deadlines during this time frame are federal policy related
      - iii. As with the iii.1 from the previous section, changing the calendar every three years might be confusing to constituents.
  3. Petition the Board of Regent to allow Montana Western to move the observation of Thanksgiving and the Friday out of the semester.
    - a. Advantages
      - i. This solution completely eliminates the concern and block 4 would function as a normal non-break block.
      - ii. Unlike Option 1 and 2 the calendar would not have to be shifted every three years to accommodate.
    - b. Disadvantages
      - i. While no official survey has been taken, it is quite possible that this solution would cause frustration and morale concerns amongst multiple group in and outside the University.

### **What are some of the other block colleges doing at Thanksgiving?**

Colorado College: Holds classes the Monday-Wednesday of Thanksgiving

Cornell College: Holds classes the Monday-Wednesday of Thanksgiving

Maharishi University: Holds classes the Monday and Tuesday of Thanksgiving Week

Tusculum College: Holds classes the Monday and Tuesday of Thanksgiving Week

# The UNIVERSITY of MONTANA WESTERN

## Academic Calendar - SPRING 2016

<u>SPRING SEMESTER 2016</u>	<u>COMMON CALENDAR DATES &amp; DEADLINES</u>				
Registration (including fee payment)	November 9, 2015- January 12, 2016				
DEADLINE to Apply for 2016 Spring Graduation Audit	October 30, 2015				
New Student Orientation	Scheduled by the Director of Residence Life				
\$40 Late Registration Fee Begins****	January 13, 2016				
Class Schedules of Non-paid Students Canceled Beginning****	January 14, 2016				
Weekend Classes Begin	January 15, 2016				
Martin Luther King, Jr Day Holiday (University Closed)	January 18, 2016				
2nd \$40 Late Registration Fee Begins****	January 25, 2016				
President's Day Holiday (University Closed)	February 15, 2016				
Spring Break (No Classes)	March 7-11, 2016				
Deadline Summer Graduates Petitions to Walk in Commencement	April 1, 2016				
Deadline Commencement Participation Forms	March 18, 2016				
Registration for 2016 Fall and Summer Classes Begins	April 11, 2016				
New Student Registration for 2016 Fall and Summer Classes Begins	May 9, 2016				
DEADLINE to Apply for 2016 Summer Graduation Audit	March 21, 2016				
119th Annual Commencement	May 7, 2016				
	<u>BLOCK or FULL TERM - SPECIFIC DATES &amp; DEADLINES</u>				
	<u>EXPERIENCE ONE CLASSES</u>				<u>FULL</u>
<u>SPRING SEMESTER 2016</u>	<u>BLOCK 5</u>	<u>BLOCK 6</u>	<u>BLOCK 7</u>	<u>BLOCK 8</u>	<u>SEMESTER</u>
Classes Begin	Jan 11 (M)	Feb 8 (M)	Mar 14 (M)	Apr 11 (M)	Jan 11 (M)
Last Day to Register**** or Add (2nd day of block)	Jan 12 (T)	Feb 9 (T)	Mar 15 (T)	Apr 12 (T)	Jan 22 (F)
Class Schedules of Non-paid Students Canceled***	January 14, 2016				
Last Day to drop all Class- no record on transcripts	January 29, 2016				
Last Day to Drop a Class** ('W' recorded) or Change to/from					
Audit Status (end 2nd week of block)	Jan 22 (F)	Feb 19 (F)	Mar 25 (F)	Apr 22 (F)	Apr 22 (F)
Deadline to Withdraw (drop ALL** classes) (end 2nd week of block)	Jan 22 (F)	Feb 19 (F)	Mar 25 (F)	Apr 22 (F)	Apr 22 (F)
Final Exams for Term or Block	-----Announced by Instructors-----				
Term or Block Ends	Feb 3 (W)	Mar 3 (R)	Apr 6 (W)	May 5 (W)	May 5 (W)
Final Grades Due in Registrar's Office	Feb 10 (W)	Mar 10 (R)	Apr 13 (W)	May 11 (W)	May 11 (W)
	***Some charges (Registration & Orientation Fees, etc) are non-refundable				
**Students may NOT withdraw from any class that has ended	****Fee payment due 1st day of semester or immediately upon late registration				
Calendar2015-16 Spring      DRAFT      Spring	Approved: CRS-- , UC-- , FS--see minutes				
<a href="http://www.timeanddate.com/calendar/">http://www.timeanddate.com/calendar/</a>					