



# MONTANA STATE UNIVERSITY NORTHERN

College of Education, Arts & Sciences and Nursing

College Meeting

Cowan Hall 300

September 17, 2018

1pm

**Members:** Randy Bachmeier, Samantha Balemba, Jack Beiger, Grant Bowker, Virginia Braithwaite, Vickie Clouse, John Foley, Valerie Guyant, Steve Hesske, Terri Hildebrand, Shawn Huse, Steve Lockwood, Neil Moisey, Chris Mouat, Rose Obunaga, Maureen Odegard, Cristy Ozburn, Charles Pollington, Carol Reifschneider, Andrew Rolin, Mark Seiffert, Darlene Sellers, Curtis Smeby, John Snider, Joel Soiseth, Gary Succaw, Tyson Thivierge, Joey Todd

**Members Present:** Randy Bachmeier, Samantha Balemba, Jack Beiger, Virginia Braithwaite, Vickie Clouse, Valerie Guyant, Steve Lockwood, Cristy Ozburn, Carol Reifschneider, Darlene Sellers, Curtis Smeby, Gary Succaw, Joey Todd, Neil Moisey

**Chair:** Carol Reifschneider

**Minutes:** Debra Bradley

1. **Call to Order:** at 1:00pm by Carol Reifschneider
2. **Approval of Agenda**
  - Motion to approve was made by Darlene Sellers
  - Second was made by Jack Beiger
  - Call for the question
  - Approved
3. **Approval of Minutes:**
  - April 24, 2018
  - August 22, 2018
  - Motion to approve made by Darlene Sellers
  - Second was made by Vickie Clouse
  - Call for the question
  - Approved
4. **Discussions**
  - Dr. Neil Moisey talked about the betterment of the campus
    - The whole campus is down 50 student
    - That effects the campus budgets

- There are three programs that are being looked at
  - Auto
  - Education
  - BN Completion
- Darlene Sellers has been appointed the Director of Education
  - Education faculty report to her
  - Darlene reports to the Provost
  - Would like to have 103 students in the initial program as it was 10 years ago.
  - Education enrollment is declining all over the state
  - Retention of teachers on the highline is down
- Criminal Justice Program Review
  - Samantha Balemba talked about the program
    - i. Would like to hire another faculty member
  - It is recommended that the program be retained and grow
- Community Leadership Major Revision
  - Randy talked about the revisions that have been made
  - Classes are up and running and where they need to be
  - Motion to approve was made by Curtis Smeby
  - Second was made by Valerie Guyant
  - Call for the question
  - Approved
- Intent to Plan – Changing the Name of the College
  - Need to start the paperwork
- Proposal Outline for a Pilot MSUN Research Symposium
  - Valerie Guyant and Carol Reifschneider talked about the program
  - Event could possibly be in the spring semester
  - Open to the public
  - Motion to approve this event made by Samantha Balemba
  - Second was made by Jack Beiger

## 5. Proposals:

- 2016-2017
  - **Graphic Design Minor**
  - Catalog Update
  - Business minors for Gen Ed Class
    - i. Can be used if no pre reqs for the class
  - Redo to separate out Art History and clean up paperwork
- 2017-2018
  - #16-#22
    - i. Counseling catalog clean up
    - ii. Send to PEU first then bring back to the college
- 2018-2019

- #1 Wilderness Team Building Activities
  - i. Tabled
  - ii. Curtis Smeby and Samantha Balemba to help out Shawn Huse with this proposal to make sure that it is completed
- #2 Curling
  - i. Motion to approve made by Darlene Sellers
  - ii. Second was made by Samantha Balemba
  - iii. Call for the question
  - iv. Approved

## 6. Committee Reports:

- **Admissions and Standards** (3 members from each college)
  - Members are: Joel Soiseth (chair), Wane Boysun, Joey Todd, Lorren Schlotfeldt
    - Petitions are coming in
    - Freshman Seminar is going good
- **Curriculum** (3 members from each college)
  - Members are: Joey Todd, Terri Hildebrand, Valerie Guyant, Jeremy Hofman, Jim Kirkpatrick, Bryon Ophus (chair),
    - Need new chair
    - Meeting this week
    - 44 proposals to review
- **Financial Aid** (3 members from each college)
  - Members are: Virginia Braithwaite, Maureen Odegard, Barb Zuck, Jeremy Hofman, Cindy Small
    - Virginia Braithwaite new chair
    - Petitions for financial aid up
    - Please make sure that the student's plan of study is specific
      - i. How long is the student going to be taking classes
- **Cultural Development** (2 members from each college along with invites to Northern Foundation Director, the Havre High School Drama Director and the Public Information Director)
  - Members are: Samantha Balemba(Chair), Kevin Holzworth, Josh Meyer, Valerie Guyant
    - Trail ride (ATV, UTV, Jeeps and such) on September 23<sup>rd</sup>
- **Library** (2 members from each college)
  - Members are: Joey Todd, Cristy Ozburn, Brandon Matson, Jim Kirkpatrick (chair)
    - Have not met
- **Instruction, Research and Faculty Development** (2 members from each college along with the Provost as a non-voting member)
  - Members are: John Snider(Chair), Kevin Ruby, Eleazer Resurreccion, Samantha Balemba, Valerie Guyant
    - Have not met

- **General Education** (3 members from each college along with the Provost as a non-voting member)
  - Members are: Gary Succaw(Chair), Cristy Ozburn, Spike Magelssen, Jeremy Siemens,
    - No quorum
    - Meet again on Wednesday
- **Instructional Technology** (2 members from each college and the Director of Information Technology Services (non-voting), Director of Extended University (non-voting), Provost (non-voting)
  - Members are: Valerie Guyant, Jay Howland, Samantha Balemba, Lanny Wilke
    - Have not met
- **Graduate Council** (one representative from each graduate program, two at large representatives (one from each college)with an earned doctorate, the chairs of each college; non-voting members are the following, Provost, Director of Endorsements, the Deans of each college).
  - Members are: Virginia Braithwaite, Darlene Sellers, Curtis Smeby(Chair), Carol Reifschneider, Joey Todd, Randy Bachmeier, Terri Hildebrand, Steven Don, Eleazer Resurreccion
    - Have not met

7. **Announcements:**

- COEAS Chair elections
  - Ranking order
    - Guyant, 1
    - Smeby, 2
- October 3<sup>rd</sup>, 2018
  - The Hook Up, a consent production
    - i. MAT
    - ii. 7pm
    - iii. Invite all students
- October 17<sup>th</sup>, 2018
  - Poetry Slam
  - MAT
  - 7pm

8. **Adjournment:** at 1:50pm