

University Advisory Council Minutes

Date: December 1, 2022

Time: 4:00 p.m.

Present: Gregory D. Kegel, R. Neil Moisey, Maura Gatch, Darci Hertz (via video conference), Corey Kopp, Beth Durodoye, Carmen Lunak, Cindy Small, Dave Krueger, Debra Bradley, Jaime Duke, Jennifer Anderson, Jodi Kueffler, Marianne Hoppe, Paige Henderson, Patricia Dubosky, Steven Don, Suzanne Hunger

October 27, 2022 Minutes

A motion was made to accept the minutes as presented. Said motion was seconded and carried.

Policy Review

Policy #502.3 Retired Faculty

Provost R. Neil Moisey presented Policy #502.3 Retired Faculty, which revised the responsible party title along with being updated to more accurately reflect retired faculty privileges. Following discussion, a motion was made and seconded to accept the changes as presented. Said motion was approved.

Policy #1004.5 Missing Persons

Dean Corey Kopp led discussion on the proposed changes to Policy #1004.5 Missing Persons, which had not previously completed the transition to the website. The policy was updated to align with the Annual Security & Fire Safety Report. Following discussion, a motion was made to accept the proposed changes. Said motion was seconded and carried.

Policy #1005.2 Reasonable Accommodations for Employees and Applicants with Disabilities

Ms. Suzanne Hunger, Director of Human Resources, presented Montana State University Policy Reasonable Accommodations for Employees and Applicants with Disabilities for adoption by Montana State University-Northern. Following discussion, a motion was made to adopt the Montana State University policy under Policy #1005.2. Said motion was seconded and carried.

Policy #1130 Grant and Contract Applications

Chancellor Gregory D. Kegel, presented Policy #1130 Grant and Contract Applications, which updated the review dates. A motion was made and seconded to accept the proposed changes. Said motion was approved.

Announcements

Chancellor Kegel gave updates from the November Board of Regents meeting, which included the Aurora Complex project, the proposed pay plan, the approved revisions to the tuition waiver program and adoption of remote working policy.

Chancellor Kegel thanked Dean of Students Corey Kopp, Associate Professor Giuseppe Cortese, and Assistant Professor Casey Donoven for the special music played during the Tree Lighting Ceremony this past Monday.

Provost Moisey reminded faculty our semester is 16-weeks long and faculty will need to have class time for students the week of finals.

Provost Moisey reported there has been discussion concerning whether to have a fall break the Monday and Tuesday before Thanksgiving holiday.

Provost Moisey shared Patricia Dubosky, Director of Library, was nominated to serve as Montana University System representative on the Governor's Library Commission.

Ms. Suzanne Hunger reminded everyone to use caution while walking on ice and snow. If you fall, please make sure to fill out First Report of Injury. She further reminded everyone masks are available in Human Resources with the influenza and COVID-19 season upon us.

Dean Dave Krueger thanked everyone for their work on the 406 Agronomy Summit this past week.

Dean Corey Kopp shared information about the student engagement events scheduled next week along with the Late-Night Breakfast on December 11, 2022.

Ms. Cindy Small reported returning students no longer need to fill out an application for scholarships as they will automatically be submitted. This change was made to try to give more students access to financial aid.

Vice Chancellor Maura Gatch reported admissions is moving toward using TikTok for recruiting and have designed a new mailer to send out to potential students.

Dean Beth Durodoye reported two English faculty candidates will be visiting campus next week.

Ms. Patricia Dubosky shared the library will have cookies and coffee for students the week of finals. She further shared the library is planning an open house January 24, 2023.

Interim Dean Jaime Duke reported they are continuing to provide Advanced Stroke Life Support (ASLS) training to various groups across the state.

Ms. Jennifer Anderson shared she is working on putting data together for 2024 accreditation.

Ms. Debra Bradley shared the Montana University System Staff Association (MUSSA) was pleased to see the Board of Regents revised the tuition waiver policy and adopt the remote working policy.

Next Meeting: January 26, 2023 at 4:00 p.m.

Meeting adjourned at 4:49 p.m.