



Faculty Senate Meeting

November 16, 2021

Online via Teams

CALL TO ORDER: Meeting called to order at 3:31 PM by President Steve Lewis

MEMBERS PRESENT: Karen Henderson, Joyce Walborn, Rick Henry, John Hartman, Phillip Sawatzki, Bryon Steinwand, Amy Kong, Lyn Stimpson, Tod Dumas, Wes Walker, Kim Feig, Paul Nicholson, John McLaughlin, Virginia Reeves, Jamie Valdez, Kristina Kenning, Larry Taylor, Derrick Hauer

APPROVAL OF MINUTES:

- I. After review, John H. moved to approve minutes; Bryon seconded; Motion passed.

COMMUNICATIONS:

- I. Website changes (October 2021): The Senate webpage on the college website is up-to-date. Senate president should review every fall to make sure it's being maintained.
- II. Administrative Evaluations (1/31/22-2/18/22): Steve worked with Jessie Pate to improve the evaluation instruments. ECOS will review before January 31st.
- III. Cabinet presence/increase members: Senate presidents (faculty, staff, student) will be included in Cabinet meetings once per month in the future. Director of Diversity & Inclusion and Director of Community Education Center and SBDC will be included as well.
- IV. Budget expenditures: Senate has \$950 available. Steve got approval from Tricia Fiscus, Assistant Dean of Administrative Affairs, to use the money for a memorial for Emmett if Senate votes to do that.
- V. Thirsty Thursdays: This event will be a campus wide effort at after-hours socialization at Headwaters Craft House on Thursdays from 4-9 PM. A percentage of the profits from Helena College will be donated to the foundation.
- VI. Book adoptions: Please take care of this ASAP

REPORTS OF COMMITTEES:

ASCR:

- I. Bryon submitted a report on ASCR's activities from November 2020 until October 2021 (see Appendix A). The deadline for all new courses, revisions, and pathways for this fall is December 17, 2021.

PAC:

- I. New members (nominated by ECOS per By-Laws V. B. 1.): Short two members. If interested in serving on this committee, contact any ECOS member or Steve Lewis.
- II. Peer evaluations recommendation (cross campus/discipline). Discussion.

APRC:

- I. The Academic Program Review Committee is fully staffed: Virginia Reeves, Paul Nicholson, Cody Torres, and Jamie Valdez. The purpose of the committee is to review and advise those groups working on program reviews.

UNFINISHED BUSINESS:

- I. Articles and By-Laws amendment (emailed first reading on 10/27/21) to revise the title of the Dean and delete two student non-voting members. Discussion. Steve will send an email vote tomorrow after this second reading and discussion.
- II. Faculty office space (Donaldson 103): Steve has been discussing the possibility of individual office spaces with Sandy. There will be a feasibility study during summer 2022 when the HVAC system is updated. The administration has acknowledged the desire for individual offices.

NEW BUSINESS:

- I. Discussion about honoring Emmett Coon with a tree on Donaldson campus and a tree or other contribution to the family.
- II. ECOS opening: Need 1 new member on ECOS. Tod and Phillip are both willing to serve.
- III. Round table discussion idea (faculty/staff): Discussion.
- IV. Syllabus template changes to reflect policies? Discussion.
- V. Teaching Excellence Award changes to nomination procedures, etc. Discussion.
- VI. Inviting administration to Senate meetings. Discussion.
- VII. Graduation Committee needs one faculty volunteer: Karen H. volunteered.
- VIII. CRM RFP Selection Committee: Starfish is going away next summer, and the committee needs faculty representation from both campuses to review and select the best product. John H., Bryon S., Lyn S., and Derrick H. volunteered. Steve will follow up with Sandy and ask if all four can serve on the committee.
- IX. Pathways/Gen Ed scheduling process: Discussion.

GOOD AND WELFARE:

- I. Discussion about the need to involve more faculty in all areas of faculty governance.
- II. Discussion about possible faculty socials. Steve will ask Sandy about on-campus possibilities.
- III. Karen reminded instructors with embedded tutors about the social on November 30th at the Brew House.

ADJOURNMENT:

- I. Phillip moved to adjourn; Tod seconded. Meeting adjourned at 4:52 PM.