



MONTANA STATE UNIVERSITY NORTHERN

College of Education, Arts & Sciences and Nursing

College Meeting

Cowan Hall 300

November 29, 2017

4:00pm

Members: Randy Bachmeier, Samantha Balemba-Brownlee, Jack Bieger, Virginia Braithwaite, Aaron Christensen, Vicki Clouse, Jaime Duke, John Foley, Valerie Guyant, Peter Hart, Steve Hesske, Terri Hildebrand, Shawn Huse, Steve Lockwood, Marvin McClendon, Paul McKenzie-Jones, Christopher Mouat, Rose Obunaga, Maureen Odegard, Cristy Ozburn, Norton Pease, Charles Pollington, Carol Reifschneider, Mark Seiffert, Darlene Sellers, Curtis, Smeby, Fred Smiley, John Snider, Joel Soiseth, Chad Spangler, Gary Succaw, Tyson Thivierge, Joey Todd, Kasthuri Udayakumar, Jamie Underwood, Arlys Williams,

Members Present: Randy Bachmeier, Samantha Balemba, Jack Bieger, Vickie Clouse, Valerie Guyant, Terri Hildebrand, Rose Obunaga, Cristy Ozburn, Norton Pease, Carol Reifschneider, Mark Seiffert, Darlene Sellers, Curtis Smeby, Fred Smiley, Chad Spangler, Gary Succaw, Joey Todd, Jamie Underwood, Arlys Williams

Chair: Norton Pease

Minutes: Debra Bradley

1. **Call to Order:** at 4:00pm by Norton Pease
2. **Approval of Agenda**
 - a. Change of Agenda – Larry Strizich will be available
 - b. Replaced Larry with Norton Pease
 - i. OneMSU
 - ii. Freshman Seminar
 - c. Motion was made by Darlene Sellers
 - d. Second was made by Arlys Williams
 - e. Call for the question
 - f. Approved by all
3. **Approval of Minutes:** from October 11, 2017
 - a. Motion was made by Darlene Sellers
 - b. Second was made by Jack Beiger
 - c. Call for the question

- d. Approved by all the minutes as written
- e. Call for the question
- f. Approved by all

4. Discussions

- a. Josh Gomez
 - i. Talked about the labs and podiums
 - ii. He cannot fix it if he is not told that its broken
 - 1. Call the IT Helpdesk at 406-265-3765
 - 2. Email at help desk at helpdesk@msun.edu
 - 3. Walk in: Cowan Hall # 117 M-F 8am to 5pm
- b. 4 year schedules
 - i. Think of when the classes need to be offered
 - ii. Alternate semester or year
- c. ONEMSU
 - i. Freshman Seminar
 - 1. Northern – 1 credit
 - 2. Bozeman – 3 credits
 - 3. Advised wrong about the classes
 - 4. Credit loads
 - 5. Instructor there to help develop study skills and use the resources on campus

5. Proposals:

- a. #04 – Pilates
 - i. Motion was made by Darlene Sellers to approve
 - ii. Second was made by Vickie Clouse
 - iii. Common course numbering was brought up
 - iv. Call for the question
 - v. All approved
- b. #05 – ASN Nursing - Information Only
 - i. Admission criteria
 - ii. Typo in the Math
 - iii. Policy
 - iv. Motion was made by Vickie Clouse
 - v. Second was made by Darlene Sellers
 - vi. Call for the question
 - vii. Approved by all
- c. #08 – Community Leadership Minor Revision
 - i. Back the program back in to focus
 - ii. Specific skill sets
 - iii. Motion was made by Curtis Smeby
 - iv. Second was made by Mark Seiffert
 - v. Question was called
 - vi. One new course was implemented

1. TSCI
2. Flocked #
- vii. Amended motion to approve by Curtis Smeby
- viii. Amended second was made by Mark
- ix. Question was called once more
- x. All approved with the amendments
- d. #09 – Community Leadership Major revised
 - i. Needs to have an ethics course
 - ii. Bring back to next COESAN meeting
 - iii. Also look at an IFEA course

6. **Committee Reports:**

- a. **Academic Senate**
 - i. Rodney Ridenour has been re-elected as Representative at Large
 - ii. Jamie Underwood and Debra Bradley looking through the archives as to who received Emeritus status and who has not
- b. **Admissions and Standards** (3 members from each college)
 - i. Members are: Joel Soiseth, Jaime Duke, Chad Spangler
 - ii. Meets every Friday at 3pm
 - iii. Have been meeting
- c. **Curriculum** (3 members from each college)
 - i. Members are: Joey Todd, Terri Hildebrand, Valerie Guyant
 - ii. Has not met
- d. **Financial Aid** (3 members from each college)
 - i. Members are: Virginia Braithwaite, Jaime Duke, Maureen Odegard
 - ii. Has not met
- e. **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)
 - i. Members are: Fred Smiley, Samantha Balemba
 - ii. Have been meeting
 - iii. Have been meeting and coming up with new ideas
- f. **Library** (2 members from each college)
 - i. Members are: Joey Todd, Cristy Ozburn
 - ii. Belinda Potter has requested that all faculty come to the library and learn about new materials, books and new data bases to help with classes.
 1. Belinda can be reached at 265-3544 or bpotter@msun.edu
- g. **Instruction, Research and Faculty Development** (2 members from each college along with the Provost as a non-voting member)
 - i. Members are: John Snider, Paul McKenzie-Jones
 - ii. Has not met

- h. **General Education** (3 members from each college along with the Provost as a non-voting member)
 - i. Members are: Gary Succaw, Terri Hildebrand, Kasthuri Udayakumar
 - ii. Meets every second Monday of the month at 4pm
 - iii. CAT VII
 - 1. Going to be a battle with COTS
 - i. **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))
 - i. Members are: Chad Spangler, Valerie Guyant
 - ii. Has not met
 - j. **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.)
 - i. Members are: Virginia Braithwaite, Darlene Sellers, Curtis Smeby, Norton Pease, Carol Reifschneider, Joey Todd, Randy Bachmeier, Terri Hildebrand
 - ii. Meeting in September 26, 2017
 - iii. Met last month
7. **Announcements:**
- i. Debra asked that everyone clean out their mailboxes before the winter break
 - 1. There are Degree Audits, Grad Applications and other important paperwork that needs to be continuously moving forward.
 - ii. Gen Ed Assessment that Gary Succaw has done.
 - 1. Please get your information in with Spring 2017, Summer 2017 and even Fall 2017
 - iii. Spike has not been attending meeting and who asks him why?
 - 1. Norton will bring it up next week.
8. **Adjournment:** at 4:54pm