

MONTANA TECH FACULTY SENATE

Friday, September 21, 2007

MINUTES OF THE MEETING

Members present: Lance Edwards, Jerry Downey, Betsy Garlish, Rod James,
Rich McNearny, Kirk Waren, Miriam Young

Members absent: Mark Sholes

Attending without vote:

Business

- No former minutes were discussed. Next meeting the committee should consider the approval or modification of the May 4, 2007 meeting minutes as well as this meeting's minutes.

Old Business

1. **Montana Tech Standards Guideline for hiring, promotion, and tenure within each department**

- The Standards Guidelines document was discussed, and the committee held that it should continue as an action item. From last May's minutes:
- The faculty should be asked to endorse the concept of departmental guidelines, as put forth in the Senate's document. Responsibility for getting departmental guidelines established will be up to individual departments and the VCAAR. Having guidelines in place - that represent each department's individual needs and intents - will be an advantage to each department in the hiring and advancement of its faculty.

2. **Faculty Satisfaction Survey.**

- This item was not discussed. The minutes from May should be reviewed and discussed at a future meeting to determine this academic year's survey content and how it might be conducted on line.

3. **Timing of registration of students vs. availability of term grades to determine eligibility.**

- This item was not discussed. From last May's minutes; the current process is out-of-phase; faculty who are assisting students with registration for next fall's courses are unable to learn whether the student will have met the prerequisite satisfactory course work.

4. **Establishing a Sunshine Fund**

- Lance Edwards reports that there is some amount of money left over from the Sunshine Fund donations. The committee felt that a solicitation should be made from the faculty for donations to the Sunshine Fund, a kitty of funds from which sympathy cards or other occasions could be covered. How this will be done was not determined.

New Business

1. **The faculty senate chair, vice chair, and secretary were designated as follows:**
 - Mark Sholes, Chair
 - Lance Edwards, Vice Chair
 - Kirk Waren, Secretary

2. **The faculty should be emailed to obtain a vote on Miriam Young's continued membership on the faculty senate.** This was agreed upon, and it was suggested that the Chair, Mark Sholes, contact Karen Monaghan to arrange an email to all faculty and have a vote conducted.

3. **The faculty senate representatives for other committees are as follows:** (most appointments are continuations from last year, except for the Motor Pool Committee for which Betsy Garlish volunteered during the meeting.) A member representative still needs to be designated for the Bookstore Advisory Board.
 - Academic Standards – Rod James
 - Chancellor's Advisory Committee – Lance Edwards
 - Computer and Telecommunications Advisory – Mark Sholes
 - Financial Aids Appeals – Rod James
 - Grievance Committee – Rich McNearney
 - Instructional Improvement Committee – Lance Edwards
 - Motor Pool Committee – Betsy Garlish
 - Research Advisory Committee – Rich McNearney
 - Safety Committee – Jerry Downey
 - Student Disciplinary Appeals Committee – Miriam Young
 - WEB Guidance Committee – Mark Sholes
 - Bookstore Advisory Board – **Vacant**

4. **The senate decided it should reconvene before University of Montana President Dennison's visit to Montana Tech on October 8th.** Noon on the following two Fridays is not a feasible meeting time for some members. The meeting should be scheduled by the Chair, Mark Sholes, sometime during the first week of October.

The Senate adjourned at 1:00 PM.

NEXT MEETING: October 5, 2007

Respectfully submitted,

Kirk Waren
Secretary