

FACULTY SENATE
March 3, 2010
346 Leon Johnson
4:10 PM – 5:00 PM
MONTANA STATE UNIVERSITY-BOZEMAN, MONTANA
Minutes

Members Present: Caton, Cherry, Eiger, Eitle, Fischer, Frick, Kaiser, Lansverk, Lawrence, Locke, Lynch, Marshall for D. Weaver, Meade, Merzdorf, Mokwa, Neumeier, Osborne, Wojtowicz, Schachman, Sobek, Sowell, Thompson, Versaevel, Waller

Members Absent: Bangert, Bessen, Chen, Fleck, Gee, Gerlach, Jacobsen, Larson, Livingston, McClure, Mosley, Political Science, Van collar, T. Weaver, Zhu

Chair Wes Lynch called the meeting to order at 4:10 PM. A quorum was present.

Announcements – Chair Lynch

- As a precursor to the BoR meeting, Chair Lynch participated in recent group meetings which included discussion of 8 topics which President Cruzado believes MSU should be addressing:
 - Development of one-university concept;
 - Coordinating academic calendars;
 - Coordinating payroll;
 - Distance education;
 - Development of a four-campus structure;
 - Academic program coordination;
 - Budget management coordination; and,
 - Development of campus and agency mission.Coordinating calendars was one of the most challenging.

The BoR is beginning a process of mission statement review; Chair Lynch noted that faculty would like to be involved. The BoR recommended that all campuses have a current, published mission, including a template that includes teaching, research and outreach and that there be integration of the mission statements of all four campuses that address commonalities and uniqueness of each campus; MSU should reference the land grant mission.

- Payroll might enact a bi-weekly paycheck.
- The provost’s search has been initiated and President Cruzado would like to fill two faculty slots on the committee through the nomination process. Please submit nominees by Thursday of this week.
- Two positions may be eliminated from WAMI. Faculty who have comments may email the Commissioner.
- President Cruzado will be attending FS next week to answer questions.
- AFMSU will attend FS on March 31, 2010 to answer questions.
- FS would like clarification on the centralization of outcomes assessment. Chair Lynch believes each department will have an assessment template to use for their own teaching, research and service outcomes, but he will retrieve more information to bring to FS.
- A FS member would like more information on the proposal for paperless P&T documents and believes FS should provide input on this new process.

P&T Revisions to “Letters” Section

- It was discussed at the last FS meeting that having 5 external review letters would be advantageous to the candidate. There is an “escape” clause in the process which, if the candidate cannot get 5 letters, allows them to explain why in their review letter.
 - Subsequent to the last discussion, a FS member suggested that the language might say, “.....candidate may have 5 letters, but the committee would take 3.”
 - FS suggested language also included the clause “a minimum of or at least” in the second sentence in the first paragraph, “When required, external peer reviews shall be obtained from **a minimum of or at least** five (5) external reviewers, at least 50% of whom shall be recommended by the primary review committee.

- FS input also questioned the clarity of the procedure for soliciting the 5 letters. Chair Lynch stated that the 5 letters should be an assessment of teaching. Chair Lynch added a sentence which says “These five letters should be an assessment of (accomplishment and excellence) in teaching. Therefore, a clause would be added to the sentence, “For cases in which the candidate is being reviewed for “accomplishment” or “excellence” in the scholarship of teaching, *of these 5 assessment of teaching letters at* least 3 of the solicited external letters (inclusive or in addition to) must also include an evaluation of the candidate’s “effectiveness” in research/creativity activity, if applicable.” MSU is a research university and faculty should be effective in research and the best way to do that was to get external letters.
- The clause “if applicable” was inserted for Extension faculty who participate in outreach instead of research or faculty who have no research component in their contract. It could also apply to a professional appointment position where the candidate is 100% teaching.
- A FS member asked how external reviewers evaluate teaching. Chair Lynch stated that a portfolio should be sent that includes how you teach, your philosophy, your evaluations, how many students you teach and might include a demo of the candidate teaching, pedagogical materials developed or presented at a meeting on teaching, and it would then go out to the five external reviewers.
- For faculty coming up for research, their teaching does not have to be evaluated externally; internally they do, however.
- Two other minor changes regarding solicitations of letters were noted. The letters are not always done by the primary review committee but might be done by the department head. Therefore, the language points (steps 4 through 7) out that fact “Might be carried out by the department head at the discretion of the primary review committee.”
- Language states, “For each reviewer, describe his or her relationships with the candidate (none, advisor, former teacher, colleague, etc.).” The implication for the listing was disclosure however, because of the confusion in the interpretation of the list, it will be removed.
- Chair Lynch will send out changes to all FS for final approval.

The Faculty Senate meeting ended at 5:00 PM, as there was no further business.

Signature
Wes Lynch, Chair

Signature
Gale R. Gough, Secretary