

**Academic Senate
January 14, 2025
Cowan Hall # 310
Meeting Minutes**

Membership: Valerie Guyant, Trygve Magelssen, Mark Seiffert, Laura Gomez, Kasthuri Udayakumar, Joyce Mphande-Finn, Grant Olson, Casey Donovan, Anna Bowker, Aaron Riggan

Members Present: Valerie Guyant, Mark Seiffert, Grant Olson, Casey Donovan, Anna Bowker

Guests: Jennifer Brown, Scott Guyant

Recorder: Jodi Kueffler

Call to Order:

- The meeting was called to order by Valerie Guyant at 4:04 p.m.

Minutes:

- Motion was made by Mark Seiffert to approve the minutes from November 12, 2024.
- The second was made by Grant Olson.
- Question
- Approved

Agenda:

- Motion was made by Mark Seiffert to approve the agenda.
- The second was made by Casey Donovan.
- Question
- Approved

Chancellor/Provost Updates:

- The Office of the Commissioner of Higher Education has an academic process task force that is looking for feedback on proposed revisions to Board of Regent Policy 301.11 Undergraduate Degree Requirements. The proposed revisions will be sent out for review and feedback from this group.
- The task force is also looking for feedback on issues with the curriculum development forms. This will be discussed at greater length at the next meeting.
- The Assessment Committee convened earlier this year. They would like to bring the various assessments under one committee to have it centralized and to disseminate information to the subcommittees.

External Committee Reports:

- **NWCCU**
 - There are no new updates at this time.
- **UAC**
 - A meeting is set for next week.

Senate Committee Reports:

- **Admissions and Standards**
 - The committee worked on a few items over the break.
- **Curriculum**
 - The committee met in December with new proposals. The committee plans to meet later in January.
- **Financial Aid**
 - The committee met yesterday and primarily looked at appeals.
- **General Education**
 - The committee is preparing for the next assessment.
- **Graduate Council**
 - There are no new updates at this time.
- **Instruction, Research, Faculty Development & Cultural Programming**
 - The Brownbag Lectures should begin soon.
 - Working on new presentation format similar TED Talks where experts can share their information with the campus and community.
- **Library & Instructional Technology**
 - The committee met in December with Office of Teaching & Learning Excellence.

Proposals:

- 24-28; New Course Proposal LSH 1XX Global Travel Experience
 - This proposal was sent out for review and approval by electronic vote on December 17, 2024. The proposal was approved.
- 24-10; New Course Proposal - THTR 4XX Advanced Directing for Community Performance
- 24-11; New Course Proposal - THTR 3XX Design for Community Stage (Set, Costume, Lighting)
- 24-12; New Course Proposal-THTR 3XX The Actor's Instrument
- 24-13; New Course Proposal-THTR 4XX Special Event Management

- 24-14; New Course Proposal-THTR 2XX Production Management and Stage Management for Community Theatre
- 24-15; New Course Proposal - THTR 2XX Community Theatre Stagecraft (Set, Costume, Lighting, Props)
 - A motion to batch 24-10; 24-11; 24-12; 24-13; 24-14; and 24-15 was made by Grant Olson.
 - The second was made by Anna Bowker.
 - Question
 - One opposed the motion and further discussion took place on how many personnel are needed to instruct this many classes. Adjuncts will assist until twelve students are in the program and then we will hire a tenure track position.
 - Further discussion on different class descriptions and how the program will train students to train others.
 - A motion to table proposals 24-10; 24-11; 24-12; 24-13; 24-14; and 24-15 was made by Casey Donovan.
 - The second was made by Grant Olson.
 - Question
 - Approved
- 24-18; New Minor in Data Analytics
- 24-19; New Course Proposal - BMIS 3X1 Introduction to Data Mining and Analytics
- 24-20; New Course Proposal-BMIS 3X2 - Data Extraction and Transformation
- 24-21; New Course Proposal-BMIS 4XX - Applied Data Analytics
 - A motion to batch proposals 24-18; 24-19; 24-20; and 24-21 was made by Casey Donovan.
 - The second was made by Grant Olson.
 - Question
 - Approved
 - New minor proposal has appropriate amount of credits and ratio of upper division classes. Needs to provide paperwork to be submitted for Board of Regent review.
 - A motion was made by Mark Seiffert to approve proposals 24-18; 24-19; 24-20 and 24-21.
 - The second was made by Anna Bowker.
 - Question
 - Approved
- 24-22; New Program – Healthcare Foundations Certificate
 - New program aimed at high school students to have a head start in healthcare field.
 - A motion was made by Mark Seiffert to approve proposal 24-22.
 - The second was made by Anna Bowker.
 - Question
 - Approved
- 24-23; New Course Proposal – ECP 130 Emergency Medical Technician

- Course was changed to 5 credits to align with course across the state.
- A motion to approve was made by Mark Seiffert to approve proposal 24-23.
- The second was made by Anna Bowker.
- Question
- Approve
- 24-29; New Course Proposal-CRWR 5XX Writing for Stage and Screen
- 24-30; New Course Proposal-CRWR 3XX Writing for Stage and Screen
 - A motion to batch proposals 24-29 and 24-30 was made by Casey Donovan.
 - The second was made by Grant Olson.
 - Question
 - Approve
 - Course descriptions are similar with the 500-level including additional expectations.
 - Motion was made by Casey Donovan to approve the above batch.
 - The second was made by Anna Bowker.
 - Question
 - Approve

Old Business:

- The Provost inquired at the last meeting to see if Academic Senate would like to look at the accuracy of how course evaluations are measured. Valerie Guyant is working on setting up a committee to review this.

New Business:

Adjournment:

- A motion to adjourn was made by Grant Olson.
- The second was made by Anna Bowker.
- Question
- Approved

Respectfully Submitted by,
Jodi Kueffler