

**FACULTY SENATE**  
**Nov 3, 2010**  
**LEO JOHNSON 346**  
**4:10 PM – 5:00 PM**  
**MONTANA STATE UNIVERSITY-BOZEMAN, MONTANA**  
**Minutes**

**Members Present:** Anderson (Film & Photo), Besson (VMB), Biber (Music), Caton (Business), Cherry (Math), Eitle (Soc/Anthro), Fischer (PSPP), Jacobsen (Ext On Campus), Kaiser (EE), Lansverk (English), Larson for Sobek (MEIE), Lawrence (Biochem), Lockhart (Ed), Lynch (Psych), Martin (Modern Lang & Lit), Maxwell for Engel (LRES), McClure (Micro), Mokwa (Civil Eng), Neumeier (Physics), Rossmann (Libraries), Schachman (Nursing)

**Others Present:** Larry Carucci, Bob Swenson

Chair Lansverk called the meeting to order at 4:12 PM. A quorum was present. Minutes from October 13<sup>th</sup> and 20<sup>th</sup> were unanimously approved.

***Announcements – Chair Lansverk***

- Chair Lansverk attended the strategic finance workshop presented by the Association of the Governing Boards, held here for the four MSU campuses, along with CFO's from all 4 MUS campuses, regent Hamilton, Deputy Commissioner Mick Robinson, MUSFAR members, President Cruzado, and others. The focus was on best practices and strategic financial planning using good cost data. There was, however, a PBF sub-element and discussions about faculty productivity. There will be a second workshop December 15th.
- University Council met this morning and passed the three new university policies that had been advertised.
- The Performance Based Funding Task Force has met once and will meet again tomorrow.
- The Merit Raise Distribution Task Force will meet the first week in December.

***Emeritus Language --Larry Carucci, Chair, Faculty Affairs***

To solve unclear elements of the new Emeritus policy created last year, Faculty Senate discussed new wording that will make the document easier to understand and specify responsibilities for the initiating letter. Faculty Senate amended the language to read:

- It is incumbent upon qualified faculty members to notify their department head of their desire to be nominated for emeritus status. The request may be made up to six months prior to the expected retirement, but not more than three years after retirement. The department head will prepare the letter of nomination and, as soon after the effective retirement date as possible, forward it through the Dean to the Provost for approval by the President and the Board of Regents, ideally in time for the next regularly scheduled Regents' Meeting. The policy applies to those who have retired since May 1, 2009.

Faculty Senate voted unanimously to accept the new language. The changes will be posted in MSU Today for comment then brought back to Faculty Senate for final approval.

***Faculty Athletic Representative- Larry Carucci, Chair Faculty Affairs***

- When the Faculty Athletic Representative policy first appeared as an agenda item at Deans' Council last month, Chair Lansverk suggested that the task of developing the policy rightfully belonged to Faculty Senate; the Deans concurred, so Faculty Affairs has been working on revising our old policy, with Bob Oakberg, the current and longstanding FAR, who is retiring. After a great deal of research on NCAA regulations, the current national debates about such positions, Chair of Faculty Affairs, Larry Carucci, brought the draft job description and selection procedure to Faculty Senate for discussion. (The Chronicle of Higher Education recently published an article about FAR positions in the October 31, 2010 issue). General discussion ensued.

- Under the “Duties & Responsibilities” and Selection Procedures of the FAR, Faculty Affairs included language to have more interaction with the Faculty Senate.
  - Though the FAR is supposed to report to the Faculty Senate each year, this has not happened for quite a while. The reporting responsibilities will be clarified and FS will clarify its role in the nomination process of the FAR in the future.
  - FS members queried whether there is a potential for liability tied to this position, since they have many important responsibilities.
  - Are all these tasks too much for one person? Can the position be a team of people? Could there be an administrative assistant to help?
  - Bob Oakberg has reported that a three-year tenure is not long enough for someone to learn all requirements of the position and then be effective at it. A yearly review by the President is being included, but FS should find a mechanism to be able to provide input as well. The suggested solution for this is through the renewable three year term process: after three years, the FAR may re-submit their name, again, Should there be an “escape” clause whereby the candidate may leave after one year? Is there an “at will” clause for the President, should the candidate not work out?
  - This position is only one component of a group that conducts the athletic certifications.
  - This position would require 15-20 hours per week.
  - Does the grievance process cited for athletes include grievance in general, or only with respect to a particular athletic issue? MSU already has a student grievance process. FS will ask Bob Oakberg for clarification.
  - What does the salary for this position originate from?
  - Does the FAR automatically get tickets for events? If so, FS believes the tickets should not be used for recompense.
  - Does the word “tenure” mean a tenured faculty administrator? FS believes the candidate should be tenured.
  - FS should be ready to make an assessment about the requirements of the position.
  - The candidate should be experienced in academic advising and knowledge of collegic academic standards.
  - Should there be mentoring piece in the job description for this candidate?
  - Three candidates must come forward to be reviewed for the position.
  - Could emeriti faculty apply for this position?
  - The position has many job duties. Are there other models that FS could review? Chair Carucci stated that the NCAA has general requirements in their handbook. Also, many job descriptions from other universities are posted on the Web.
  - FS believes that a specific statement about who this person is representing should be clarified.
- Chair Carucci will make modifications according to the FS discussions. Additionally, FS would like Bob Oakberg to attend the next FS meeting to answer questions.

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

*Signature*

Marvin Lansverk, Chair

*Signature*

Gale R. Gough, Secretary