
GFCSSA Meeting Minutes

Call to order

A meeting of [Great Falls College Staff Senate Association](#) held in [Room G122](#) on [5/16/2019](#). Senators in attendance included [Laramie Smovir](#), [Priscilla Azure](#), [Ben Truman](#), [EJ Suek](#), [Samantha Fairhurst](#), [Joshua Archey](#), [Tony Bernatonis](#), and [Shannon Marr](#). Others in attendance included [Mallory Antovel](#), [Cheryl McGee](#), [Stacy Lowry](#), [Taylor Alexander](#), and [Denise Ostberg](#). Meeting called to order at 1:32 PM.

Approval of minutes

The April 18th meeting minutes sent out via email to all constituents. Motion to approve minutes, no one opposed, minutes approved unanimously.

Consent/Informational Items

I. Placement Exam Retake Policy – submitted and presented by Mark Plante

- Mark has been working on this policy for over a year. A few years ago, the testing center notified Mark that students were taking the same test over and over again. It is like a Keno game, take it again and get a better score, eventually they will win.
- He believes it makes the school look bad because it appears we do not take the test very seriously.
- If you take a test multiple times, the test is not robust and students figure out what the pattern is and they are receiving a higher score, not because they know more math but because they know how to take the test.
- The policy will restrict the number of times a student can take the test within a certain amount of time. Students will have to wait a minimum of five business days before you can re-take it. After that, they will have to wait 120 days.
- The procedure is the Testing Center would keep track of when people take tests.
- Researched several schools throughout the country and most of them have implemented a re-take policy.
- The policy passed through Faculty Senate, Student Government, and GFPS. If it passes through Staff Senate then it goes to the Executive Team for final approval.

Questions:

- 1) How soon will this go into effect?
 - As soon as possible
- 2) Is this only for placement exams?
 - This is for the Accuplacer test for Math, Reading and Writing only
- 3) Does this affect the testing fees for outside entities as we offer Accuplacer tests for them as well?
 - Yes, I believe so
- 4) Where do we compare to other colleges on the five day rule?
 - We added the five-day rule because of the eight week block schedule. We want accurate placement which ensures better success in our courses. To be eligible to re-take the exam, students will have to wait five days.
- 5) Do you foresee that students who have taken it multiple times tend to fail?
 - We have not looked at failure rates; however, we have watched the scores go up.
- 6) Do we know how students do in the class?

- No observations yet
- 7) Do students pay for the test every time they take it?
- Yes, it's \$5 per test

Senator Comments/Discussion:

- No official study, but when the Library was in charge of the Testing Center, there were a lot of students that were being placed in higher classes but were not doing well in their grades.
- All the Senators felt this policy is a no brainer and that their constituents would agree so motion was made to vote on policy at this meeting.

II. Online suggestion box – follow up

- Adding recording of meeting minutes to webpage.
 - Tony, EJ, Ja, Laramie, and others have found that due to Disability Services, we would have to pay to have someone transcribe the minutes and have the videos captioned. We do not have a budget for this so it is not possible at this time unless we find funds for it.
 - On the flip side, the minutes are already detailed

III. MUSSA/BOR Meeting Update

- Priscilla informed the group that MUSSA will be presenting their Strategic Plan, Strategic Plan Tracking spreadsheet, Ellucian Report, and survey results to the Regents at their breakfast meeting on May 22nd at 7:00am.
- Showed a copy of the Strategic Plan Tracking Spreadsheet that will be in the presentation. Priscilla stated she will send an electronic copy to everyone for review. Confirmed the staff survey was sent to all 51 classified staff and the response rate was over 50%.
- Staff members are more than welcome to attend the BOR meeting, paid, with supervisor approval.

Action Items

I. Vote on Officer positions (President, Vice President, Secretary/Treasurer)

- Nominees who accepted:
 - 1) President – Laramie Smovir
 - 2) Vice President – Tony Bernatonis and Josh Archey
 - 3) Secretary/Treasurer – vacant
- Handed out sheets of paper so Senators can vote unanimously
- Discussed the following options to fill Secretary/Treasurer position:
 - A) Asked if anyone wanted to step up at this time – no response
 - B) Amend By-laws to not require the Secretary/Treasurer to be a Senator for one year or not at all
 - C) If someone wanted to be President, Laramie would step down and nominate herself for Secretary/Treasurer.
 - D) One of the nominees for VP take the President position – Tony declined, Josh accepted.
- **2019/2020 Elected Officer positions are:**
 - 1) President – Joshua Archey

- 2) Vice President – Tony Bernatonis
- 3) Secretary/Treasurer – Laramie Smovir

II. Vote on Placement Exam Retake Policy – a motion of the Academic Affairs Policy on Placement Exam Retakes, no one opposed, motion passed.

Old/New Business

I. MUSSA participation – Laramie asked everyone to think about who to designate to join Josh in representing GFC MSU for the next fiscal year

II. Truth Initiative update

- Josh stated the revised tobacco policy goes into effect on July 1st.
- The Tobacco Task Force is in the process of ordering new signage, taking old signage down, and updating any content with new verbiage.
- Discussed concerns on new signage and what they will say. Josh confirmed there is a variety but they will state “welcome to our tobacco-free campus.” The concern is not having the word “nicotine” on the signs. Josh confirmed that all signs will have the Policy number on them for people to refer to as it would be difficult to state everything on the signs.
- Josh confirmed none of the Staff Senate suggestions were approved by the Dean but they were submitted and discussed.
- Josh stated he received an extension to spend the rest of the tobacco grant.

III. HCM Initiative update

- Josh mentioned HCM collaborated with Joel Sims and his students to make 4 picnic tables to be placed outside around campus. Once they are near complete, Josh and Priscilla will ask for everyone’s input on where to start placing them.
- Josh is waiting to hear back from HCM to confirm funding for next year and what that will look like.
- Josh confirmed the students who were awarded the scholarship received the last of their funds at the end of the semester.

Adjournment

A motion was initiated to adjourn the meeting, no one opposed, motion passed. The meeting was adjourned at 2:10 PM.

Priscilla Azure
Secretary

6-13-2019
Date