# ASCRC Minutes 12/1/15

GBB 205, 2:10 p.m.

## Call to Order

Members Present: T. Bundy I. Crummy, E. Engebretson, J. Eglin, A. Lawrence, T. Manuel, P. Frazier, G. St. George, M. Semanoff, W. Smith, E. Uchimoto, G.G. Weix  
Ex-Officio Present: B. French, J. Hickman, N. Lindsay  
Members Excused: M. Boller, D. Coffin, B. Hillman, B. Holzworth, S. Smith, J. Zink  
Guest: A. Vernon, S. Richter, K. Rieser, M. Stark

Minutes: The minutes from 11/24/15 were amended and approved.   
  
Business Items

* Andrea Vernon, Director of the Office for Civic Engagement presented the consent agenda for the rolling review of service learning courses. The 10 courses listed are all renewals and were approved after a brief discussion. There are 55 courses campus- wide. Student member Frazier took one of the service learning Non-profit administration courses. He explained that the service learning component is like homework. The course he took required a 20 hour service learning component. The majority of community partners are excited to provide learning for students, but it can be more work for the partners to give students a project given the limited number of hours the student will be volunteering. Service learning courses are different than internships in that the service component is intended to have an impact on the community. The following courses were reapproved for the service learning designation:

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| Course number | Title |
| ENSC 105 | Environmental Science |
| FORS 495 | Prescribed Fire Practicum |
| FORS 544 | Advanced Prescribed Fire Practicum |
| DANC 497 | Methods for Teaching Movement |
| CSD 560 | Language & Learning Disorders in School-Age Children |
| EDU 481 | Literacy Strategies for Middle School Teachers |
| PSYX 298 | Internship |
| PSYX 398 | Internship |
| NRSM 398 | Internship: Wildlands Community Project |
| NRSM 495 | Ecological Restoration Practicum |

* The final pending item for the Science Subcommittee has now been resolved. SCN 260N, The Biology of Behavior is already listed as BIOH 213 in the OCHE CCN listing. Therefore the prerequisite change was approved using the BIOH 213 course number. The department has now been informed of the CCN transition. Departments that offer other permanent numbered courses with the SCN rubric will be directed to use the appropriate course rubric rather than SCN.
* Two of the follow-up items for the Forestry and Biomedical Subcommittee were approved. There was some discussion regarding the number of internship credits required. Professor Richter from HHP explained the importance of the hands- on experience for the students that justified the requirement of 4 internship credit hours in the Health and Behavior Coaching certificate. ASCRC approved the new certificate and WILD 230.

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| [WILD 230 U](https://www.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/996) | Conservation Science | New course |
| Level I -HHP | Health and Behavior Coaching | New certificate |

* The Educational and Fine Arts Item below was approved. The subcommittee is still waiting for a revised syllabus for MAR 436. ASCRC discussed EDU 312 and still has concerns. The committee is concerned that a permanent course is being proposed by non-tenure line faculty who are not in a typical academic department.  One of the issues is that there is a commitment to staff a permanent course so that it is reasonably expected to be taught at least once in three years.  ASCRC believes that the course number level should reflect the content and the committee feels the course appears to be at a lower level of academic content and should not be at a 300 level.  It is also unclear whether the proposers are asking for 1 credit which ASCRC prefers or 2 credits as the syllabus and proposal disagree. It is also not clear whether the requestors are asking for the course to be repeatable.  The requesters will be invited to next week’s meeting.

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| [MART 441 U](https://www.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/966) | Web Technologies | New course |

* A syllabus was submitted for MCLG 110, Introduction to European Studies and the language in the proposal was changed to: "To earn a minor in European Studies, students must successfully complete the second-year or the equivalent of one of the following languages: Ancient Greek, French, German, Latin, Russian, and Spanish." The items were approved.

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| MCLG 110 | Introduction to European Studies | New course |
| Level II- | European Studies | New minor |

* The GLI Certificate and associated courses were approved. The request for the rubric has been submitted to OCHE, but it will not be considered until the courses are submitted for system review.

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| GBLD 110 | Global Chllnges & Leadrshp | New Course |
| GBLD 220 | Models of Leadership | New Course |
| GBLD 499 | GLI Capstone | New Course |
| [Level I](http://www.umt.edu/winapps/media2/facultysenate/committees/ASCRC/curriculumreview/GLI%20Cert/Level%201%20GLI_12.01.15.docx) | Global Leadership Certificate | New interdisciplinary certificate (12 Credits) |

* The Chair of the General Education Committee, Kim Reiser, presented the consent agenda. The items below were approved. There were several questions regarding EDLD 486 as a symbolic systems course for programs qualified for the language exemption due to its 400 level UG class proposed as a General Education symbolic system class. The course was sent back to committee to address these issues. The following classes proposed for General Education were approved:

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| General Education Group | Course |
| Expressive Art | Dance 108, Dance Forms |
| Literary & Artistic Studies | LIT 202, The Environmental Imagination |
| American & European | THTR 101, Introduction to Theatre – approved for spring offering |
| Indigenous & Global | MART 307, Cinema of Latin America |

Chair Manuel expressed concern about the specific nature of many classes that have been approved for General Education (Gen Ed). From a philosophical standpoint Gen Ed classes should be foundational in nature and scope, should be accessible and of interest to any student in any program.

* Megan Stark, Chair of the Writing Committee, presented the consent agenda for the writing course proposals. The proposals include 3 new courses and the outcome of the rolling review for social science writing courses. The items below were approved. The new labels have helped with the confusion. Intermediate courses take a macro approach to developing writing skills beyond the basic level, whereas the advanced writing courses build skills in more discipline specific approaches. We are starting to see some results from the professional development model of writing now employed and expect to see more changes reflecting best practices in the future. We still need to address how the University-wide Program-level Writing Assessment (UPWA) can be sustainable as it is resource and labor intensive.

### New Intermediate Writing Course

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| ANTY 254 | Archaeological Wonders of the World |

### New Advanced Writing Courses

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| EDEC 454 | PK-3 Language Arts and Reading Methods |
| EVST 487 | Globalization, Justice and the Environment |

### Rolling Review – Social Science Courses

#### Intermediate Writing Courses

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| ANTY 310 | Human Variation |
| ECNS 433 | Economics of the Environment (one time only approval before the course is changed to a 200 level intermediate writing course) |
| ENST 231 | Nature and Society Seminar |
| LIT 202 | The Environmental Imagination |
| NASX 280 | Native American Studies Research Theories and Methods |

#### Advanced Writing Courses

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| Course number | title |
| ANTY 402 | Quantitative Ethnographic Field Methods |
| ANTY 430 | Social Anthropology |
| ANTY 450 | Archaeological Theory |
| ANTY 455 | Artifact Analysis |
| BGEN 499 | Strategic Management |
| COMX 347 | Rhetoric, Nature, and Environmentalism |
| COMX 413 | Communication and Conflict |
| COMX 414 | Communication in Personal Relationships |
| COMX 421 | Communication in Non-Profit Organizations |
| COMX 422 | Communication and Technology |
| COMX 424 | Risk and Crisis Communication |
| COMX 445 | Rhetorical Criticism and Theory |
| ECNS 488 & 489 | Research Methods and Senior Thesis |
| ENST 382 | Environmental Law |
| EVST 335L | The Environmental Vision: Reading & Writing about Nature and the Environment |
| EVST 367 | Environmental Politics and Policy |
| GPHY 335 | Water Policy |
| GPHY 433 | Cultural Ecology |
| LING 473 | Language and Culture |
| LING 484 | North American Indigenous Languages and Linguistics |
| PSYX 320 | Research Methods III |
| PSYX 400 | History and Systems of Psychology |
| SOCI 438 | Gangs and Society |
| SOCI 441 | Capstone: Inequality and Social Justice |
| SOCI 488 | Writing for Sociology |

### Courses exempt from review because they were approved last December:

#### Intermediate Writing Courses

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| ENST 201 | Environmental information Resources |
| NASX 235 X | Oral and Written Traditions of Native America |

#### Advanced Writing Courses

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| ANTY 408 | Advanced Anthropological Statistics |
| NASX 494 | Reading Seminar in Native American Studies |

* Chair Manuel summarized the revisions proposed in the attached Credit Hour Definition Procedure 201.35. The revised procedure was approved. The need for revision was pointed out by Terry Berkhouse of Internship Services. He brought the matter to the attention of Associate Provost Nathan Lindsay and ASCRC this fall. The statement in the existing 201.35 that was adopted by the Faculty Senate in May 0f 2014 appeared to be in violation of BOR 309.1 and with the Federal (DOE) definition of a credit hour (34 C.F.R. 600.2). The revised policy that was approved that addresses these concerns is attached. Chair Manuel discussed that we are actually NOT bound to apply the federal definition of a credit hour. The federal definition is for purposes of student financial aid and federal funding to the University. A University can apply a different standard in its own credit hours, although it still may have to count federal credit hours for aid and funding purposes. There is also no requirement that a credit hour *exactly* duplicate the amount of work in the definition as is highlighted in the new version of the procedure. The requirement is that a credit hour at a minimum *reasonably approximate* the **minimum** amount of work in paragraph stated in the definition of a credit hour. Departments and programs can impose a higher workload requirement per credit hour. BOR 309.1 does constrain us to use the 45 hours per credit requirement as a minimum unless we wish to use outcomes based assessment which is allowed by both the BOR and the federal requirements. With outcomes based assessment the University would have to demonstrate that the outcomes required for credit constitute approximately an equivalent amount of work as implied by the credit hour definition.
* Missoula College has serious concerns with the way the online catalog show’s their course scheduling given common course numbering. The course descriptions are taken from Banner and arise from the main campus and don’t reflect what may be different at Missoula College such as the semester offered. This has been very frustrating for students and faculty at Missoula College. ASCRC will put this on the agenda at a future meeting and discuss possible workarounds with the Registrar’s Office. Camie will send the excerpt from the ASCRC minutes when the issue was discussed last year.

## Good and Welfare

* There is concern that some faculty insist on setting their own course time and this creates problems for students and the Registrar’s Office. Professor Weix will send a list of such courses to Chair Manuel who will then bring the matter to the attention of ASCRC and ECOS.

## Adjournment

The meeting was adjourned at 3:54 p.m.

# Description: FSonllyDescription: umlogostretch450mwProcedure Credit Hour Definitions

Procedure Number: 201.35  
Date Adopted: 5/8/14   
Last Revision: ~~5//8/14~~11/18/15  
References: ASCRC Procedure 201.40, 201.55, 203.6, BOR Policy 303.3, 309.1, Code of Federal Regulations 34 (C.F.R.) 600.2  
Approved by: ASCRC, Graduate Council, Faculty Senate (All Three Pending)

## Definition of Credit Hour

Credits for all coursework completed at the University of Montana shall be awarded in accordance with the Department of Education's regulations as set forth in 34 C.F.R. [§ 600.2](http://www.ecfr.gov/cgi-bin/text-idx?rgn=div8&node=34:3.1.3.1.1.1.23.2).

~~Laboratory work, internships, practica, studio work, and similar activities shall be awarded 1 credit for 2 hours of organized activity per week.~~

A credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than:

1. One hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks for one semester; or

2. At least an equivalent amount of work for other academic activities as established by the institution, including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.

The one hour of work referred to above is approximate and may be reasonably met with a 50-60 minute time period.

This definition is not intended to require a minimum amount of time in class, nor limit the scope or distribution over time of activities that may count toward the credit hour. Moreover, it only specifies the minimum amount of time. Departments and programs are free to apply higher workload requirements per credit hour.

## Applications of the Definition

Credits awarded for short courses and workshops shall comply with ASCRC procedure [201.40](http://www.umt.edu/facultysenate/procedures/ASCRC_200/201.40_CompressedCourses.docx) and BOR policy [309.1](http://mus.edu/borpol/bor300/309-1.pdf).

Laboratory work, practica, studio work, and similar activities may be awarded 1 credit per at least 3 hours of organized or independent academic activity per week for 15 weeks. Departments may establish a higher minimum time requirement per academic credit hour earned.

One hour of academic credit for internships in courses numbered 198, 298, 398 and 498 may be earned for the equivalent of not less than 45 hours of work in a 15 week semester upon demonstration of student achievement consistent with institution or program learning goals (see ASCRC procedure [203.60](http://www.umt.edu/facultysenate/procedures/ASCRC_200/203.60_Internships.docx)). Departments may establish a higher minimum time requirement per academic credit hour earned. The amount of internship credit which may be counted toward the minimum credit requirements for the bachelor (B.A./B.S.), associate of science (A.S.), and associate of arts (A.A.) degrees is limited to 6 credit hours. Credits attempted in these areas which are beyond the maximum applicable will remain on the students' permanent record but cannot be used toward graduation.

Activities may include a variety of items, but they should develop or apply student abilities consistent with the institution’s or program’s learning objectives.

## Evaluation of Compliance

Compliance with the federal credit-hour policy is evaluated when a course is proposed, when a course is changed, and as part of regular [program review](http://www.umt.edu/provost/faculty/progreview/default.php).