ASCRC Minutes 4/4/172:00 GBB 225

## Call to order

Members Present: D. Coffin, I. Crummy J. Eglin, C. Fitzpatrick, B. Love, T. Missett, D. Morell, G. St. George, M. Semanoff, A. Schafer, E. Uchimoto, M. Welch  
Ex-Officio Present: B. French N. Greymorning, B. Holzworth N. Lindsay  
Members Excused: M. Boller, J. Hickman, B. Hillman

The minutes from 3/14/17 were approved.

## Communication:

* The revised Honors Policy was approved at the Senate meeting. The International Baccalaureate recommendation was presented as information and a message was sent to affected departments. There have been a few responses and concerns.
* Members were encouraged to attend the General Education Review and Assessment listening session on Friday, April 7th from 1:00-3:00 p.m. in DHC 119. The revised proposal was sent electronically for consideration.
* ASCRC has been invited to visit the Defense Critical Language Program during the week of May 22-25th or the first two weeks in August. The visit would be from 10:30 a.m -1:30 p.m. and would include lunch. The program is hoping to submit 4 requests for permanent courses for Arabic and Persian. The military requested French and Egyptian dialect of Arabic to be taught next fall. The program was hoping to have the permanent numbers in place to avoid over use of the experimental number. Given there are only a few meetings remaining in the semester, Chair Eglin would rather the requests be reviewed in the fall.

## Business Items

* The late course forms to reduce the credits of SPNS 101 and 102 from 5 to 4 were approved.
* The General Education Consent Agenda was also approved. It was noted that the course number for Physics in the movies needs to be changed to 191. The number listed is already in use and an e-curr form was not submitted last year to establish the permanent course number. There are two ethic course renewals that are pending appeal. The Committee is hoping to have responses before the end of the academic year.
* The committee discussed the proposal to eliminate reference to symbolic systems in the general education program. The current practice to apply for the exemption involves counting the credits in the major. The symbolic systems courses are already required by the majors and are not counted as general education courses. Symbolic systems courses are not a substitution for language courses, and should not be represented in this way. Students in the Associate of Arts program at Missoula College currently have the option of a language or symbolic systems to fulfill UM’s general education program, but there is no documentation as to why this is an option. Because Missoula College is a part of UM, Missoula College students are not considered MUS transfer students and thus have not been able to satisfy general education using the MUS Core. This puts them at a disadvantage to students transferring from other two-year schools in the MUS system. Therefore the General Education Committee determined that Associate of Arts students should be granted an exception to the language requirement since the courses are not offered at Missoula College. The proposal was approved with 2 opposed and 1 abstention
* A recent graduation appeal brought to light the need to revisit the language for quarter to transfer conversions for the purpose of general education credit. The current language is as follows:

In order to determine if transfer course work satisfies General Education requirements, the credits for each course are rounded.  For example, if a student transfers in two N-courses each worth 2.66 credits, each course counts as 3 N-credits towards the Group XI requirement.  On the other hand, an L-course worth 2.49 credits does not satisfy the Group V requirement of 3 L-credits.

ASCRC discussed possible fixes to the language that would allow credit for 2.5 or above. A draft will be circulated before the next meeting.

* The draft revisions to the Experimental and Dormant Course Report Policies were discussed, edited, and approve. Given that courses are often established to be taught every other year. When faculty are on sabbatical or leave the course would be triggered in the dormant course report, so the duration was extended to four years. ASCRC also agreed to allow special topics courses to be taught four times before review given the current difficulties with the budget. Associate Provost Lindsay will check with OCHE to make sure they are in compliance with Board of Regents policy.
* The General Education Committee also edited the Group III language to clarify that the requirement is proficiency in the second first year language course and not related to credits. The following language will be added and the asterisk pertaining to Irish will be removed. Irish will likely be transitioning its first year courses to 4 credits next year. Greek and Latin are three credits, but they do not have a spoken component.

The study of foreign language is a core component of a liberal arts education. Students must complete the first-year sequence of a language or demonstrate comparable proficiency to fulfill the General Education language requirement (test-out provisions apply).

The language was approved.

The meeting was adjourned at 3:49 p.m.

## Procedure Dormant Courses

Procedure Number: 201.50  
Date Adopted: 2/17/09   
Last Revision: 11/4/15, 4/4/17

Approved by: ASCRC and Graduate Council

***Dormant courses***

A course will be considered dormant if it has not been ~~offered~~ taught for ~~three~~ four calendar years.  Each year, as part of the catalogue preparation process, the registrar's office will notify departments of any dormant courses in their offerings and inform those departments that these courses will be deleted from the catalogue.  Departments may request that dormant courses remain in the catalogue for one additional year by providing a rationale to the registrar. The registrar's office will notify ASCRC and Graduate Council of the deleted courses.

***Reactivation of dormant courses  
If a department neglected to respond to the Registrar’s notice, but finds later (up to one academic year) when attempting to offer a dormant course that it no longer exists in the catalog, the department may request to have the course reinstated through the Registrar’s Office.  If the course has been deleted for a full academic year or more, the department will need to submit a course proposal to ASCRC to reactivate the course.***

## Procedure Special Topics / Experimental Courses

Procedure Number: 201.90  
Date Adopted: 2/23/99   
Last Revision: 11/14/14, 4/4/17  
Approved by: Faculty Senate

Maximum Offerings  
A specific Special Topics course may be ~~offered~~ taught a maximum of ~~three~~ four times. Each semester, the Registrar will run a report of special topics courses offered four ~~three~~ times.  The report will be submitted to ASCRC.  The Faculty Senate Administrative Associate will ~~format the report and~~ notify affected departments that the courses may not be offered a ~~fourth~~ fifth time unless a justification for compelling special circumstances is approved by ASCRC.

Catalog Language  
The following Standard catalog Language will be entered into the catalog at the request of departments wishing to add a special topics course to the catalog. Departments may change the repeatability or the wording by submitting a course form by the fall curriculum review deadline.

**U x291 Special Topics Variable cr.** (R-6) Offered intermittently. Experimental offerings of visiting professors, experimental offerings of new courses, or one-time offerings relating to current problems or new developments in the discipline.

Normally a special topics/ experimental course~~s~~ should not be part of specified requirements for a major or minor, but may be counted as an elective course toward the major.

Rationale  
Special Topics/ Experimental Courses allow department flexibility in developing curriculum and provide a mechanism for visiting faculty to teach courses without going through the formal review process. ~~The course number should not take the place of a permanent offering to avoid campus review.~~  
Students must be guaranteed access to required courses. Therefore, required courses should normally have permanent course numbers. Special Topics / Experimental courses may be listed in a group of suggested or required classes or may substitute for a requirement with the department’s permission. ~~e.g. “provided that they have a suitable content (consult the department advisor)”.~~

Schedule and Transcript Language  
All special topics or experimental courses will include“ST:” as the title prefix.

The inclusion of the ST in the title will distinguish the Special Topics/Experimental course that has not been reviewed from permanent courses that may have the same title.   
  
Permanent Topic Numbers

Multidisciplinary units may use ~~utilize~~ permanent course numbers for topical studies within a discrete discipline if all topics taught using the course number meet a set of 3-4 common course outcomes set by the governing discipline. These courses may be repeated a limited number of times if the topics studied are sufficiently unique. Students will work with instructors and advisors to determine if such repetition is appropriate for a given section of the course:

For example:

LIT 430 - Studies in Comparative Lit (R-9) Offered intermittently. Prereq., consent of instr. ~~Same as LS 455 and MCLG 440.~~ The study of important literary ideas, genres, trends and movements. Credit not allowed for the same topic in more than one course numbered 430, LS 455, MCLG 440, or MCLG 494

ANTY 330X - Peoples and Cultures of World (R-9) Offered autumn and spring. Study of the peoples of various geographic regions and their cultures.