ASCRC Minutes 11/28/172:00 GBB 225

## Call to order

Members Present: D. Coffin, J. Eglin, M. Hendrix, B. Hillman, J. Iverson, V. Lewis, G. Morell, A. Sala, K. Sugden, G. Weix, M. Welch

Ex-Officio Present: J. Hickman, B. French

Members Excused: B. Carpenter, N. Greymorning, B. Holzworth, T. Missett, N. Lindsay

Guest: J. Randal

The minutes from 11/21/17 were approved.

## Business Items

* The following Consent agenda from the General Education Committee was approved. The last three courses were moved to the approved list after the General Education Committee meeting on Wednesday. There are two course that still require follow-up.

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| Course Number | | Title | Group |
| THTR 106 | | Theatre Production I Run Crew | Expressive Arts (remove) |
| Physics | | Language exemption | L Exempt |
| MC BAS degree | | Language exemption request | L Exempt |
| PHL 291 | | Philosophy of Art | Literary and Artistic |
| PHL 101 | | Introduction to Philosophy | Literary and Artistic |
| PHL 102 | | Introduction to Existentialism | Literary and Artistic |
| GH 191 | | Elementary Hindi | Language |
| MLIB 291 | Research Skills for an informed Citizenry | Democracy & Citizenship |
| PHL 317 | Law and Morality | Democracy & Citizenship |
| ANTY 191 | International Human Rights | Ethics |
| PHL 317 | Law and Morality | Ethics |
| HSTR 240 | East Asia Civilization | Cultural and International |
| HSTR 240 | East Asia Civilization | Historical Studies |
| GRMN 352H | German Culture: Romanticism to the Present | Historical Studies |

* The revised general education procedures appended below were approved. There were minor edits made by ASCRC. The updates reflect the items that have been approved by ASCRC and the Senate, such as the revision to three groups and the new review and assessment process which was presented to the Senate last May as a proposal.
* Chair Coffin informed the Committee of the revisions to the language removing the intermediate writing requirement exemption from the catalog.
* ECOS has concerns about the language in the IB Policy as well. ASCRC revised the language in the fifth point of the procedure section to accommodate the concerns. [ECOS made an additional edit on Thursday and the [policy](http://www.umt.edu/facultysenate/documents/FSDocs17-18/IB-policy-12-7-17.docx) was placed on the Faculty Senate Agenda.]

1. Upon receipt of the request, UM Admissions will decide whether the addition is appropriate. The UM Admissions Office shall immediately notify Faculty Senate/ASCRC and the relevant academic departments of any changes to the IB list including a justification for the proposed changes. The academic unit has five working days to respond after which the change will be implemented.

* Chair Coffin presented the Graduation Appeals Report. ASCRC may consider requiring review of department substitutions over 6 or more credits given some of the inappropriate appeals signed by chairs and deans (see number 3). Camie will look into number 5 and notify Bonnie in the Registrar’s Office.

1. There were 21 appeals, more than usual (typically about 8-12). 17 were granted, 2 rejected (grade changes), and 2 tabled for more information.
2. There were 7 general education appeals, including 6 writing (mostly intermediate), 4 catalog substitutions, 2 course substitutions (DSS- math or language exceptions), and 2 grade change requests.
3. Course substitutions in major are problematic. Department Chairs are signing off on “wild substitutions” for major requirements. Example: Substituting 1 semester of foreign language and two semesters of math for four semesters of foreign language.
4. Can a student repeat course with a worse grade and still satisfy academic requirements, clarify.
5. CHANGE IN CATALOG FOR ROUNDING TX CREDITS NEVER TOOK EFFECT.
6. Credit requirements for WRIT 101 are not specified in the catalog.

* The Hardship withdraw issue is still in discussion. Director French sent the three forms required by Business Services after the meeting. The Registrar and Director French have been working on this issue from some time. Business Services refuses to publish the process. One recommendation is to move Student Accounts under the Registrar’s Office or Enrollment Services. The Provost and the VP of Administration and Finance have been notified, but have not made any progress. The Student Success Workgroup will deliberate further to determine how the process will work and then perhaps develop a motion to forward to the Faculty Senate.
* The Committee briefly discussed with minor-major catalog issue with Registrar Hickman. He will draft language based on national best practices for ASCRC to consider next week.

## Adjournment

The meeting was adjourned at 3:39 p.m.