# ASCRC Minutes 11/3/15

GBB 205, 2:10 p.m.

## Call to Order

Members Present: T. Bundy, D. Coffin, I. Crummy, J. Eglin, E. Engebretson, B. Hillman, A. Lawrence, T. Manuel, E. Uchimoto, M. Semanoff, W. Smith, G.G. Weix

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

 Members Excused: M. Boller, P. Frazier, G. St. George, N. Lindsay, S. Smith, J. Zink

Minutes: The minutes from 10/20/15 were approved.

Communication

* Professor Tony Crawford, Chair of the Business and Journalism Subcommittee was welcomed.
* After the discussion at the last meeting, additional OCHE rubric creation guidelines (below) were found. Campus-only rubrics can only be used for reserved course numbers, so the IDS and GBLD rubric requests will need to go forward to OCHE. The subcommittee chairs should consider these criteria, particularly items c. and d. as well as ASCRC‘s policy, [201.75 Rubric Creation Process and Criteria](http://www.umt.edu/facultysenate/procedures/ASCRC_200/201.75_RubricCreation.docx), when evaluating requests for new rubrics.

 **XVI. PROCEDURES FOR PROPOSING NEW PREFIXES OR MOVING COURSES WITHIN PREFIXES**

a. The creation of a new prefix or the movement of courses shall cause the least amount of disruption to the system as possible.

b. In the event that a faculty member believes the creation of a new prefix is warranted, that individual shall present written facts to the Office of the Commissioner of Higher Education clearly, objectively, and succinctly explaining his or her position as to why a new prefix should be created.

c. The creation of a new prefix will be denied if any of the following criteria are met:

         The placement of courses in the new prefix would break existing course alignments;

         the placement of newly proposed courses in the new prefix would duplicate courses (80% equivalency rule) that already exist in the CCN system;

         the area of study for the proposed prefix overlaps an area of study for an existing prefix by 50% or more, or

         the creation of the prefix is qualified solely by a specific department or program area.

d. Further consideration will be given on a case-by-case basis if the following criteria are met:

         The request for a new prefix has system-wide faculty consensus in that area of study and any other affected areas of study;

         the requested prefix would hold courses that lead to a specific degree not already existing in the MUS;

         the faculty provides objective metrics indicating the current placement of the course or courses is having negative effects (e.g. decreased enrollment).

e. The Commissioner will make the final decision for any request for a new prefix. There will be no further appeal.

* Chair Manual met with ECOS last week to discuss items that will be going forward to the Faculty Senate. The revision to the Dormant Course Policy was approved. ECOS requested that the new major in African American Studies be introduced at the November Faculty Senate meeting for a vote at the December meeting. In addition some issues with the European Studies minor and LIT380 have surfaced so they will be pulled from the consent agenda until resolved.

The European Studies minor requires an experimental course as one of the core courses. The [Experimental Course policy (201.90)](http://www.umt.edu/facultysenate/procedures/ASCRC_200/201.90_SpecialTopics.docx) indicates experimental courses should not be part of specified requirements for a major or minor, although such courses may be counted as electives. The rationale is that students must be guaranteed access to required courses. There is also a potential issue with the number of credits required by the minor. According to [BOR policy 303.1 Curriculum Proposals](http://mus.edu/borpol/bor300/303-1.pdf), minors may range from 18 to 30 semester credits. The minor requires two years of a foreign language (18-20 credits) and 21 credits of other courses. The proposal may be considered as requiring too many credits. A lengthy discussion ensued about whether the first two courses of a language should be included in the hours count because students are now required to complete two semesters of language as part of their General Education requirements. However, some majors are exempt from this requirement and take a symbolic systems sequence instead. For those students, the number of hours required by the minor would be too great according to BOR policy. ECOS had suggested making the second year of the language electives as one way to reduce the hours to conform to policy. ASCRC indicated that the issued could be resolved by eliminating the first year requirement of language courses so that they are not added to the credit count.

## Business Items

* The Business & Journalism Curriculum Items appended below were approved. Follow up is required on the following:

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| Course /level | Title | Change / issue |
| BFIN 205 U | Personal Finance | New course for MC: Business Technology Need to clarify whether this course will carry the same S designation as the Mountain campusAccounting & Finance should have been included as an effected program |
| Level I | Facility Management Engineering | Heating Ventilation and Refrigeration HVAC CTS Late proposal, Provost needs to sign |
| Level I | Sustainable Construction Cert | Did not discuss, will need follow up |
| Level I | Precision Machin Tech CTS | Concern about credit load  |
| Level II | Precision Machin Tech CAS | RevUp Montana Grant Support – concern with 21 credit semester requirement |
| MCH 134 U  | Intro to Mills | New course Part of RevUp grant precision Machine Tech Certs. |
| MCH 120 U  | Bluepr Read & Interp for Mach | New course, courses on hold until level 1 proposals are reconfigured |
| MCH 129 U  | Mach Qual Contr and Prec Meas | New course  |
| MCH 101 U  | Intro Manf Proc | New course  |
| MCH 102 U  | Intro to Manf Materials | New course  |
| MCH 122 U  | Intro to CAM | New course  |
| MCH 125 U  | Intro to CNC Lathes | New course  |
| MCH 127 U  | Intro to CNC Mills | New course  |
| MFGT 115 U  | Mach Shop Fund | New course: Is this course different than MCH 130: Machine Shop taught at HC,GC, and GFC. If it is it I believe it should still use the MCH rubric and not a new rubric MFGT  |
| FME 122 U  | Electricity | Change credits, description. This course will require additional hours to expand the installation of raceway to accommodate the new National Center for Construction Education and Research (NCCER) certification. Program modification needed for new rubric  |
| FME 127 U  | High Pressure Boilers | Change description, title This class will now allow students to sit for the State Third Class Boiler exam verses the Low PSI certification previously offered. |
| FME 128 U  | Plumbing | Change credits, description, title  |
| FME 130 U  | HVAC | Change description, title  |
| Level I | Advanced Commercial Driver’s License CTS | Contains no curriculum description, courses or plan of study for the certificate |
| TRK 101 U  | Fund of CDL | New course. Is this course independent of the Advanced Commercial Driver’s License CTS? If so could you please justify the fees? |

* Discussion of the Global Leadership Courses and Certificate was postponed.
* The Honors College Study Abroad Course (HONR 391) was granted an extension for one more special topics offering. A course form will be processed next year.
* The Level 1 proposal for a Computed Tomography Certificate and associated courses were approved. The remaining Forestry and Biomedical items will be presented for approval next week.

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| Course / proposal | Title | Change |
| [AHXR 274 U](https://www.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1056)  | Anatomy for CT | New course  |
| [AHXR 275 U](https://www.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1057)  | Physics for CT | New course  |
| Level 1  | Computed Tomography (CT) | New Certificate |

Adjournment
The meeting was adjourned at 4:02 p.m.

**Business and Journalism Consent Agenda**

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| **Business Administration** |
| BGEN 499 U  | Strategic Management | Change capstone credits, description, learning outcome, prereqs, title  |
| Program Change | Business Minors | Change the requirements for a Minor. Clarifies the impact of changing the lower core grade requirement from C to C- and implementing 2.0 GPA on lower core course for business minor |
| Program Change | Business Majors | Change capstone requirement and admissions to majors. Clarifies the capstone changes for business majors. Clarifies the impact of changing the lower core grade requirement from C to C- and implementing 2.0 GPA on lower core course for business major |

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| **Accounting and Finance** |
| ACTG 201 U  | Principles of Fin Acct | Change prereqs  |
| ACTG 202 U  | Principles of Mang Acct | Change prereqs  |

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| **Management and Marketing** |
| BMGT 322 U  | Operations Management | Change prereqs  |
| BMGT 448 U  | Entrepreneurship | New course  |
| BMGT 467 U  | Supply Chain Management | New course. Experimental course adopting permanent number |
| BMGT 458 U  | Advanced Entrepreneurship | Change prereqs  |
| BMGT 426 U  | Strategic Management | Delete course. This has been replace by new capstone course  |
| BMGT 486 U  | Strategic Venture Management | Delete course. Replaced by new capstone course.  |
| Program Change | Entrepreneurship Cert. | Replace BMGT 486 with BMGT 448. Changes made because of changes to the capstone |
| Program Change | International Business | Add BMGT 467 to required courses. Replaces course in major that is no longer taught  |
| Program Change | Management Major | Delete BMGT 426 and Add BMGT 448 to major. Replaces Strategic Management in mgmt. major which moved to capstone |

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| **Management Information Systems** |
| BMIS 465 UG  | Real-Time Data Analytics | Change level Was always meant to be UG – paper work was incomplete last year  |
| BMIS 472 UG  | Adv Network & Security Mgmt | Change description, learning outcome, prereqs, title  |
| BMIS 471 UG  | Fund of Netwrk & Security Mgmt | Change description, learning outcome, prereqs, title  |
| BMIS 270 U  | MIS Foundations for Business | Change prereqs  |

**School of Journalism**

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| **Journalism** |
| JRNL 498 U | Supervised Internship | Change description  |
| JRNL 429 UG | Documentary Photojournalism | Change prereqs |
| JRNL 430 UG | Print & Web Editing & Design | Change prereqs |
| JRNL 400 U | Ethics & Trends in News Media | Change prereqs |
| Level I | Journalism Degrees Consolidated | Combines Radio-TV and Print/Photo into single journalism degree |
| Level II | Journalism Departments Consolidated | Combines Radio-TV and Print/Photo into one department |

**Missoula College**

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| **MC: Business Technology** |
| CULA 157 U | Pantry & Garde Manger | Change title correcting typo |
| CULA 210 U | Nutritional Cooking | Change prereqs |
| AMGT 298 U | Adm Mgmt Internship | Change number  |
| HTR 298 U | Hospitality Mngm. Intern. | New course |
| AHMS 252 U | Computerized Medical Billing | New Course Experimental course needs perm number  |
| BMGT 212 U | Critical Analysis for Business | New course Course was not transitioned to common course rubric – needs to be processed by OCHE  |
| LEG 272 U | Computers & Law | New course Course was not transitioned to common course rubric – needs to be processed by OCHE  |
| AHMS 175 U | Med Law & Ethics | Change number, other: New Course, title |
| Level I | Business Media Design CAS | 33 credit certificate in media design. Pathway degree utilizes MC courses and MART online courses.  |
| Level II | Hospitality Management AAS | Expands certificate program to degree program, 64 credits, 50 credits occupational, 4 credit internship -180 hours |

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| **MC: Applied Computing Engineering Technology** |
| Level I | Network Administration & Security option retitled from Network Management, IT AAS | Renames program from Information Technology –Network Management Option to Information Technology –Network Administration and Security Option  |
| Program Modification | Network Administration & Security option retitled from Network Management, IT AAS | Changing course options |

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| **MC: Industrial Technology** |
| CSTN 286 U  | Advanced Wood Buildings | New course  |
| MCH 132 U  | Intro to Man Eng Lathes | New course  |
| WLDG 210 U  | Pipe Welding - Integrated Lab | Change learning outcome  |
| Level I | Facility Management Engineering | Heating Ventilation and Refrigeration HVAC CTS Late proposal, Provost needs to sign |
| Level I | Facility Management Engineering retitled from Building Maintenance | Change Building Maintenance Engineering to Facility Management Engineering  |