ASCRC Minutes 10/18/162:00 Skaggs 174

## Call to order

Members Present: M. Boller , D. Coffin, I. Crummy, J. Eglin, C. Fitzpatrick, C. Greenfield, B. Hillman K. Lamar, T. Missett D. Morell, M. Semanoff, G. St. George, E. Uchimoto, G.G. Weix  
Ex-Officio Present: B. French, J. Hickman N. Lindsay   
Members Excused: C. Chestnut, B. Holzworth  
Guest: T. Crawford

The minutes from 10/4/16 were approved.

## Communication Items

* The PLA Guidelines were sent back to committee by ECOS with the following suggestions. These will be forwarded to Professor Lodmell, Chair of the PLA Council.

1. The guidelines seem to duplicate much information from the BOR policy and referenced documents.  A faculty senate procedure should not duplicate such information, but refer to it.
2. The faculty senate procedure should mainly address the items/issues over which faculty senate has jurisdiction.  Accompanying information of any proposed policy should clearly spell out what the important items are, and give a rationale for the proposed choices.
3. Somewhat buried in the 9-page document is the statement:  “Some kinds of experiential Learning-Based PLA, namely challenge exams and Portfolio Assessment will count toward academic residency requirements, other kinds of PLA do not count toward the residency requirements.”  This is an important policy decision, which the BOR explicitly leaves to the individual institutions according to BOR Policy 301.19, Section III.H: “The institution will clearly articulate whether or not the application of experiential learning-based credits for prior learning counts toward institutional academic residency requirements.”  This is an important issue for ASCRC to deliberate and eventually forward to Faculty Senate for a vote.
4. Are there other important policy decisions in the proposed procedure?

## Business Items

* Professor Coffin presented the consent agenda for Biomedical Sciences. Other than PHAR 291, Fundamental Neroscience, the items on the consent agenda appended below were approved. A few minor edits are needed and will be communicated to the requestors and processed by Camie.
* Professor Crawford presented the consent agenda for Business and Journalism. The items appended were approved. Clarification is needed on the following:

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| **MC: Industrial Technology** | | |
| Academic Program Plans: Level I | Industrial Technology / Sustainable Construction | Change title to Certificate of Applied Science in Carpentry. |
| Academic Program Plans: Level I | Industrial Technology / Sustainable Construction | Change name of Certificate of Technical Skills in Green Building. |
| Academic Program Plans: Level I | Industrial Technology / Sustainable Construction AAS and CAS | Add NRGY 120 to AAS and CAS. |

* The language below was edited and approved to be included in the Dural Enrollment Guidelines.

Insert as a paragraph below “Principles of Quality” in 201.65

The Dual Enrollment Coordinator shall submit an annual report each fall to ASCRC summarizing all Dual Enrollment activities for the UM Campus, the Missoula College Campus and affiliated campuses for the prior academic year. The report shall include a roster of all Dual Enrollment courses, instructors, and faculty supervisors. The report should also include evaluations of courses as well as any complaints, problems, suggestions, or other relevant information for ASCRC and Faculty Senate attention. ASCRC shall consider the Dual Enrollment report and transmit their findings and actions to Faculty Senate.

* The revised Effective Date of Approved Curriculum Forms (201.60) procedure was approved. (appended)
* ASCRC discussed the need for a policy to clarify that students transferring with completed AA and AS degrees are not required to take additional general education courses at the lower-division level. Draft language will be submitted to the General Education Committee for consideration. It will include clarification regarding AAS degrees.
* Suggested language to clarify the upper-division catalog requirement was considered, revised and approved.

**Upper-division Requirement Catalog Language**

All students must complete a minimum of 39 credits in courses numbered 300 and above to meet graduation requirements for the first baccalaureate degree. Upper division credits transferred from other four year institutions will count toward the 39 credit requirement.

Add:

Lower-division transfer courses accepted as equivalent to upper-division courses required for a particular major will not count toward the university’s 39 upper-division credit requirement.

The meeting was adjourned at 3:42 p.m.

## Biomedical Consent Agenda

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| **Communicative Sciences & Disorders** | | | | |
| [CSD 109 U](https://www.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1566) | SLPeeps: 1st yr guide | | New course | |
| [CSD 331 U](https://www.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1550) | Neuroanatomy & Physiology | | Change number | |
| [CSD 396 U](https://www.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1520) | Autism on Campus/SvcLrn | | New course | |
| [CSD 445 U](https://www.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1595) | Autism/Complex Communication | | New course | |
| [CSD 466 U](https://www.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1597) | Acq Cog and Com Dis | | New course | |
| **Health & Human Performance** | | | | |
| [CHTH 445 U](https://www.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1486) | Prgrm Plan in Comm Health | | Change credits | |
| [ECP 120 U](https://www.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1453) | Emergency Medical Respondr Lec | | Change credits, description, learning outcome | |
| [ECP 130 U](https://www.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1483) | EMT | | New course | |
| [HEE 330 U](https://www.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1534) | Promo Wellbeing P-12 | | New course | |
| HHP/ Community Health and Prevention Sciences Option | Update requirement to reflect change in credit for CHTH 445 | | Typo: 29-33 to 30-“24” (34) corrected. Included: “elective credits can be decreased proportionally” in justification. | |
| HHP/ Exercise Science- Pre AT Option | dropping required courses PHSX 207/208 and adding elective courses | | OK. Only 1 semester of Physics is now required. | |
| HHP/ Health Coach Certificate Program | Adding language to clarify that students must also complete a bachelors degree | | Add In addition to the courses listed above, students must complete the requirements for a bachelor’s degree from an accredited university. Add under “RULE” | |
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| **MC: Health Professions** | | | | |
| [AHMA 203 U](https://www.umt.edu/winapps/adminfin/eCurr/CourseForm/Index/1304) | Med Asst Clinical Prcdrs II | | Change credits | |

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| **Biomedical & Pharmaceutical Sciences** | |
| Pharmacy | BS in Pharmaceutical Sciences |

## Business and Journalism Consent Agenda

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| **Management and Marketing** | | |
| BMKT 440 UG | Marketing Analytics | Change level to UG |
| Academic Program Change: Level I | Management and Marketing/ Management | Change title of Management major to Management and Entrepreneurship to increase visibility |

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| **Accounting and Finance** | | |
| Program Modification | Accounting and Finance/ AIS Certificate | Moves two required courses to electives. Adds BMIS 326 Introduction to Business Analytics as a required course. |

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| **Management Information Systems** | | |
| Program Modification | Management Information Systems Major | Replaces BMIS 370 Managing Information and Data with BMIS 326. BMIS 370 added to basket of elective courses in the major. |

**School of Journalism**

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| **Journalism** | | |
| Program Modification | Journalism Major | Changes to pre-professional program. Journalism majors are allowed more flexibility in their General Education Course selection. |

## Procedure Effective Date of Approved Curriculum Forms

Procedure Number: 201.60  
Date Adopted: 2/23/10   
Last Revision: 4/9/15, XX/XX/16   
Approved by: ASCRC and Graduate Council

All approved curriculum items become official when published in the UM Catalog the following academic year.

Note: Level I and Level II curriculum items do not become official until also approved by the Board of Regents; see the [Provost’s Curriculum Website](http://www.umt.edu/provost/faculty/curriculum/default.php) for more information.

New courses cannot be offered as approved until they appear in the course catalog governing fall semester of the following year.  The experimental course number may be used to offer proposed new courses for the spring or summer semesters prior to the change appearing in the catalog ([experimental courses](http://umt.edu/facultysenate/curriculum/policies/specialtopics.aspx) may be offered up to three times).

[One-time only](http://umt.edu/facultysenate/curriculum/policies/onetime.aspx) (single semester approval) experimental general education courses require a justification to be offered earlier than the following fall.

New degrees offered by Missoula College, and new certificates, new minors, and new options (to existing majors) are immediately available to students once they are approved by the Board of Regents. Students are, however, subject to all applicable deadlines (including, in particular, the deadline for filing late graduation applications).

**Spring implementation of curriculum items approved in the fall is normally not allowed because:**

* It does not provide students with equal access to information. Students who enrolled early would not have known about the new course.
* The catalog serves as the official record of course offerings.   
    
  Registrar’s Office Workflow concerns
* The Registrar’s Office is processing registration for spring during the fall review. If changes are made in January then the students registering in the fall could be at a disadvantage because the change will happen after their advising appointments and registration.
* The change won’t be in the catalog until the next year as the current catalog is closed for editing. This would create a discrepancy between the student’s transcript and the catalog.
* The current catalog cycle and approvals are completed in Banner, Cascade, 25-Live, etc. for the year. The Registrar’s Office works on changes and schedules for the next year during the fall and it is difficult and time consuming to make changes to the current year retroactive.

Any justification for an exception must include:

* Any request for spring implementation of a curriculum item must explain how non- implementation of the request will harm students.

**Missoula College**

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| **MC: Business Technology** | | |
| CULA 165 U | Baking & Pastry | Change pre-reqs. Removes M095 with a C or better as a pre requisite for the course. M105 or M095, or equivalent ALEKS score still required for degree |
| Academic Program Change: Level I | Medical Information Technology Program: Medical Claims Service Specialist | New certificate in Technical Studies - Medical Claims Service Specialist. 21 credit CTS appears to meet a growing employment sectors needs |
| Program Modification | Business Technology / Medical Information Technology | Remove ACTG 180 from the requirements. reduces reqd credits to 60 - justification good |
| Program Modification | Business Technology / Accounting Technology AAS | Changes to course requirements. Increases credit requirement from 63 to 64 credits. Changes aimed at improving written and oral communication skills of students in the program. |

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| **MC: Industrial Technology** | | |
| CSTN 288 U | Green Building Practicum | New course. CSTN 295: Construction Practicum (2 credit) is taught at HC - no listed learning goals |