

Faculty Senate Meeting
STC Boardroom
3:30-5:00pm
3/3/14

- Call to Order—Michelle Anderson, Tyler Seacrest, Kurt Steadman, Seamus Manley, Heather Haas, Dana Cotton, Bethany Blankenship, Richard Storey, Karl Ulrich, Anneliese Ripley, Delena Norris-Tull, Eva Mastandrea, Charity Walters
- Approval of Minutes—Dana moved to approve, Seamus seconded. Motions carried. Minutes approved.
- Reports of the Chancellor
 - Main Hall campaign—more publicity is being deployed
 - Performance-based funding—UMW awarded \$324,000
 - Frontier Conference—some NAIA schools are leaving the conference, cross country may be added to athletics
- Communications
 - Megan Flanary – Financial Literacy Program Coordinator (Main Hall 211)
 - Over 300 hundred students contacted about financial aid questions
 - Moodle course developed, piloted by Business Club, soon-to-be service learning course
 - Faculty are encouraged to refer students with questions to Megan
- Reports of Committees
 - AAC, Senior Staff (T. Seacrest, D. Cotton)
 - AAC—Education students are now required to earn their AAS degree in Education Studies before Gateway 2 (but any AA degree is acceptable)
 - Senior Staff—no report
- Unfinished Business
 - C. Walters
 - Credit hour policy—see Appendix A, discuss policy with individual departments
 - Double Blocking and Stringer Enrollment—see Appendix B
 - Old course numbers will be removed for the next catalog year
 - Questions about NWCCU visitation status – A. Ripley, D. Norris-Tull
 - Who initially proposed that an on-site visit by NWCCU might not occur (i.e. did the suggestion come from NWCCU to UMW administration, or vice versa)?
 - *NWCCU suggested this change*
 - What was the justification provided for a change to not having an on-site visit (i.e. why was it recommended before but may no longer be a priority)?
 - *A site visit isn't the default position of NWCCU. It is only necessary if NWCCU needs to follow up on the report in person.*
 - What impacts could canceling the on-site visit have for campus and program accreditation into the future?
 - *There is no impact on Education accreditation if the site visit doesn't occur.*
 - Further questions about an on-site visit may be directed to either Karl or Anneliese.
 - Speech intensive course designations—tabled. Again.

- Admin review survey opening—check your email for the survey monkey link
- New Business
 - First reading of new curriculum proposals 16-22, tabled until next time
 - The Good and Welfare/Question and Answer

Eva moved to end the meeting. Heather seconded. Motion carried.

Appendix A

Credit Hour Definition

Under federal regulations section 600.2 , 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 of credit; or
- (2) At least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities as established by the institution, including laboratory work, internships, practice, studio work, and other academic work leading to the award of credit hours.

In most cases, one hour of classroom or direct faculty instruction is considered 50 minutes of direct instruction per week over a 15 week semester. To fulfill the direct faculty instruction requirement, classes must meet a minimum of 750 minutes or 12.5 hours per credit hour. As the University of Montana Western uses block scheduling to organize its curriculum, blocks by credit hours require the following basic metrics to meet these requirement within each block period

N of Credits	Faculty Instruction Requirement	Out-Of-Class Student Work
4 Credits	50 hours	102 hours
3 Credits	37.5 hours	75 hours
2 Credits	25 hours	50 hours
1 Credits	12.5 hours	25 hours

Most four-credit classes are offered 3 hours per day for 17-18 days per block. This provides 51-54 hours of faculty instruction opportunity for the average class. Additionally the average 17-18 day block requires an additional 5.5-6 hours of out-of-class student work.

Credit Hour Review Process

Each (department??)* will review their current courses and determine if each course adheres to the guidelines. As part of the seven-year review process, each department and degree program will provide documentation of the review process and evidence that courses are meeting the credit hour requirements.

*Personal edit (to be removed): in policies I reviewed, the responsibility of reviewing ranged from the departments, to the provost, to a curriculum committee, and so forth. UMW needs to determine the best group/practice for this audit process.

Double Blocking and Stringer Enrollment by Unduplicated Headcount

	Fall 2008	Spring 2009	Fall 2009	Spring 2010	Fall 2010	Spring 2011	Fall 2011	Spring 2012	Fall 2012	Spring 2013	Fall 2013
Total Double Blocked*	58	49	46	39	42	41	23	20	54	28	24
<i>Freshmen</i>	0	3	1	1	0	0	0	0	0	0	1
<i>Sophomore</i>	0	1	0	2	0	2	0	0	0	1	3
<i>Junior</i>	4	2	1	0	1	4	1	2	2	3	6
<i>Senior</i>	15	7	6	6	7	12	6	3	32	18	13
<i>Post-Bacc</i>	39	36	38	30	34	23	16	15	20	6	1
Full Stringers**	406	509	390	537	461	468	439	491	455	507	379
Half-Semester Stringers	64	87	67	124	40	105	105	134	46	121	52

Note: Full Stringers and Half-Semester Stringers are currently rough estimates. More work needs to be completed to expand on this information.

*Headcount of students who are double blocking, enrolled in full stringers, and half-semester stringers

**Headcount is unduplicated. Students may be enrolled in multiple stringers in a single term. Students enrolled in multiple stringers are only counted once

*****Athletics and Weight Training, Internships, Independent Study, Cooperative Learning courses have been removed**