

Faculty Senate Meeting

11/12/13

- Call to Order—Michelle Anderson, Tyler Seacrest, Karl Ulrich, Danielle Jones, Kurt Steadman, Seamus Manley, Megan Chilson, Anneliese Ripley, Eva Mastandrea, Michael Francisconi, Vikki Howard, Charity Walters, Dana Cotton, Bethany Blankenship
- Approval of Minutes—Kurt moved to approve, Seamus seconded. Minutes passed.
- Communications
 - Academic calendar 2014/2015 (C. Walters)
 - For calendar, see Appendix A, changes: Block 6, Spring 2015 will end on a Thursday; other changes to be voted upon by other interested parties
 - new CPs will now be uploaded to Moodle
 - Academic & Administrative Council, Senior Staff meetings (Dana, Tyler)
 - Fall 2014 Retention Projection
 - model classroom in Main Hall is underway
 - faculty are being encouraged to advise students into summer classes
 - Update on MUSFAR activities (M. Anderson)
 - credit hour policy issues are still being discussed at Missoula, more discussion at next meeting
 - performance-based funding is still being discussed
- Reports of Committees
- Report of the Chancellor
 - Ripley
 - Strategic planning process and current iteration of the plan including proposed assessment metric (see Appendices B); Appendix B must be submitted to the BOR by December 7;
 - Concurrent enrollment (partnership with BCHS), early college (partnership with Youth Challenge), no plan to grow numbers in concurrent enrollment
 - Jones
 - PERM exchange program (see Appendix C & D)
 - Ulrich
 - once a block meetings, campus committee structure (tabled)
- Unfinished Business
 - Speech component of gen ed curriculum (see Appendix E)—tabled

- International committee - answers to questions for B. Janus (M. Anderson)--
tabled
- New Business
 - CP's Gen Ed, Lit 110 - first reading
- The Good and Welfare/Question and Answer
 - Michelle promised to bring treats
- Adjournment
 - Michael moved to adjourn, Bethany seconded. Everyone beat it.

Appendix A

The University of Montana Western						
Academic Calendar - Summer 2014						
<u>2014 SUMMER</u>	<u>COMMON CALENDAR DATES & DEADLINES</u>					
Registration Begins	April 14, 2014 (M)					
New Student Registration Begins	May 5, 2014 (M)					
DEADLINE to Apply for Summer 2013 Graduation	May 2, 2014 (F)					
Weekend Classes Begin	May 23-24, 2014 (F, S)					
Memorial Day Holiday (College Closed)	May 26, 2014 (M)					
Independence Day Holiday (College Closed)	July 4, 2014 (F)					
	<u>BLOCK/TERM-SPECIFIC DATES & DEADLINES</u>					
	<u>2014 SUMMER BLOCKS</u>					
<u>2014 SUMMER</u>	<u>Block A</u>	<u>Block B</u>	<u>Block C</u>	<u>Block AB</u>	<u>Block BC</u>	<u>Block A-C</u>
Registration (including fee payment)	May 19 (M)	June 16 (M)	July 14 (M)	May 19 (M)	June 16 (M)	May 19 (M)
New Student Orientation	Contact the Student Affairs Office					
Classes Begin	May 19 (M)	June 16 (M)	July 14 (M)	May 19 (M)	June 16 (M)	May 19 (M)
DEADLINE to Register***** or Add Classes (2nd day of block)	May 20 (T)	June 17 (T)	July 15 (T)	May 20 (T)	June 17 (T)	May 30 (F)
\$40 Late Fee (Registration/Fee Payment) Begins	May 21, 2014 (W)					
DEADLINE to drop all classes-no record of enrollment	June 6, 2014 (F)					
Class Schedules of Non-paid Students Canceled	May 22, 2014 (R)					
DEADLINE to Drop Classes ('W' Recorded) or Change to/from Audit Status (end 2nd week of block)	May 30 (F)	June 27 (F)	July 25 (F)	May 30 (F)	June 27 (F)	July 27 (F)
DEADLINE to Withdraw (drop ALL classes for term/block)**	May 30 (F)	June 27 (F)	July 25 (F)	May 30 (F)	June 27 (F)	July 27 (F)
Final Exams for Term or Block	arranged by professor					
Last Day of Classes - Term or Block Ends	June 11 (W)	July 9 (W)	Aug 6 (W)	July 9 (W)	Aug 6 (W)	Aug 6 (W)
Final Block Grades Due in Registrar's Office	June 18 (W)	July 16 (W)	Aug 13 (W)	July 16 (W)	Aug 13 (W)	Aug 13 (W)
Final Grades for Late SS (July & Aug) Workshops	workshop dates will vary					
*Late fees charged for approved action taken after published deadlines	***Some charges (Registration & Orientation Fees, for example) are non-refundable					
Students may not drop or withdraw from classes that have ended	**Excludes Workshops - See Printed Outreach Schedule for dates and payment info					
	*****Fee payment due 1st day of SS or immediately upon late registration					
http://www.timeanddate.com/calendar/	Approved: CRS-- , UC-- , FS--					

Appendix A

The UNIVERSITY of MONTANA WESTERN					
Academic Calendar - FALL 2014					
<u>FALL SEMESTER 2014</u>	<u>COMMON CALENDAR DATES & DEADLINES</u>				
Registration (including fee payment)	April 14 - Aug 26				
New Student Registration	May - Aug 26				
Fall Faculty Conference	TBD				
New Student Orientation	Scheduled by Student Affairs Office				
1st \$40 Late Registration Fee Begins****	August 27, 2014 (W)				
Class Schedules of Non-paid Students Canceled Beginning****	August 28, 2014 (R)				
Fall Semester Weekend Classes Begin	August 29-30, 2014 (FS)				
DEADLINE to apply for Fall 2014 Graduation	August 29, 2014 (F)				
Labor Day Holiday (University Closed)	September 1, 2014 (M)				
2nd \$40 Late Registration Fee Begins****	September 8, 2014 (F)				
Election Day (not a national election year)	November 4, 2014 (T)				
Veteran's Day Holiday (University Closed)	November 11, 2014 (T)				
Registration for Spring Semester 2015 begins	November 10, 2014 (M)				
Thanksgiving Recess (No Classes)	November 24-28, 2014 (M-F)				
Thanksgiving Holiday (Offices Closed)	November 27-28, 2014 (RF)				
	<u>BLOCK or FULL TERM - SPECIFIC DATES & DEADLINES</u>				
	<u>EXPERIENCE ONE CLASSES</u>				<u>FULL</u>
<u>FALL SEMESTER 2014</u>	<u>BLOCK 1</u>	<u>BLOCK 2</u>	<u>BLOCK 3</u>	<u>BLOCK 4</u>	<u>SEMESTER</u>
Classes Begin	Aug 25 (M)	Sept 22 (M)	Oct 20 (M)	Nov 17 (M)	Aug 25 (M)
Last Day to Register**** or Add (2nd day of block)	Aug 26 (T)	Sept 23 (T)	Oct 21 (T)	Nov 18 (T)	Sept 5 (F)
Class Schedules of Non-paid Students Canceled***	August 28, 2014 (R)				
Last Day to drop all classes - No Record of Enrollment	September 12, 2014 (F)				
Last Day to Drop a Class** ('W' recorded) or Change to/from					
Audit Status (end 2nd week of block)	Sept 5 (F)	Oct 3 (F)	Oct 31 (F)	Dec 5 (F)	Oct 17 (F)
DEADLINE to Withdraw (drop ALL** classes) (end 2nd week of block)	Sept 5 (F)	Oct 3 (F)	Oct 31 (F)	Dec 5 (F)	Dec 5 (F)
Final Exams for Term or Block.	-----Announced by Instructors-----				
Term or Block Ends	Sept 17 (W)	Oct 15 (W)	Nov 13 (R)	Dec 17 (W)	Dec 17 (W)
Final Grades Due in Registrar's Office	Sept 24 (W)	Oct 22 (W)	Nov 20 (R)	Dec 24 (W)	Dec 24 (W)
	***Some charges (Registration & Orientation Fees, etc) are non-refundable				
Students may NOT withdraw from any class that has ended	**Fee payment due 1st day of semester or immediately upon late registration				
Calendar2014-15Fall DRAFT Fall	Approved: CRS-- , UC-- , FS--see minutes				
http://www.timeanddate.com/calendar/					

Appendix A

The UNIVERSITY of MONTANA WESTERN					
Academic Calendar - SPRING 2015					
<u>SPRING SEMESTER 2015</u>	<u>COMMON CALENDAR DATES & DEADLINES</u>				
Registration (including fee payment)	November 10, 2014 (M)				
DEADLINE to Apply for 2015 Spring or May Interim Graduation	October 20, 2014 (M)				
New Student Orientation	Scheduled by the Student Affairs Office				
\$40 Late Registration Fee Begins****	January 14, 2015 (W)				
Class Schedules of Non-paid Students Canceled Beginning****	January 15, 2015 (R)				
Weekend Classes Begin	January 16-17, 2015 (FS)				
Martin Luther King, Jr Day Holiday (University Closed)	January 19, 2015 (M)				
2nd \$40 Late Registration Fee Begins****	January 26, 2015 (M)				
President's Day Holiday (University Closed)	February 16, 2015 (M)				
Spring Break (No Classes)	March 9-13, 2015 (M-F)				
Deadline Summer Graduates Petitions to Walk in Commencement	April 1, 2015 (W)				
Deadline Commencement Participation Forms	April 3, 2015 (F)				
Registration for 2015 Fall and Summer Classes Begins	April 13, 2015 (M)				
New Student Registration for 2015 Fall and Summer Classes Begins	May 4, 2015 (M)				
DEADLINE to Apply for 2015 Summer Graduation	March 23, 2015				
119th Annual Commencement	May 9, 2015 (S)				
	<u>BLOCK or FULL TERM - SPECIFIC DATES & DEADLINES</u>				
	<u>EXPERIENCE ONE CLASSES</u>				<u>FULL</u>
<u>SPRING SEMESTER 2015</u>	<u>BLOCK 5</u>	<u>BLOCK 6</u>	<u>BLOCK 7</u>	<u>BLOCK 8</u>	<u>SEMESTER</u>
Classes Begin	Jan 12 (M)	Feb 9 (M)	Mar 16 (M)	Apr 13 (M)	Jan 12 (M)
Last Day to Register**** or Add (2nd day of block)	Jan 13 (T)	Feb 10 (T)	Mar 17 (T)	Apr 14 (T)	Jan 23 (F)
Class Schedules of Non-paid Students Canceled***	January 15, 2015 (R)				
Last Day to drop all Class - No Record of Enrollment	January 30, 2015 (F)				
Last Day to Drop a Class** ('W' recorded) or Change to/from					
Audit Status (end 2nd week of block)	Jan 23 (F)	Feb 20 (F)	Mar 27 (F)	Apr 24 (F)	Mar 6 (F)
Deadline to Withdraw (drop ALL** classes) (end 2nd week of block)	Jan 23 (F)	Feb 20 (F)	Mar 27 (F)	Apr 24 (F)	Apr 24 (F)
Final Exams for Term or Block	-----Announced by Instructors-----				
Term or Block Ends	Feb 4 (W)	Mar 4 (W)	Apr 8 (W)	May 6 (W)	May 6 (W)
Final Grades Due in Registrar's Office	Feb 11 (W)	Mar 11 (W)	Apr 15 (W)	May 13 (W)	May 13 (W)
	***Some charges (Registration & Orientation Fees, etc) are non-refundable				
Students may NOT withdraw from any class that has ended	**Fee payment due 1st day of semester or immediately upon late registration				
Calendar2014-15 Spring DRAFT Spring	Approved: CRS-- , UC-- , FS--see minutes				
	http://www.timeanddate.com/calendar/				

Appendix B

EXPERIENCE THE DIFFERENCE

A FIVE-YEAR STRATEGIC PLAN FOR THE UNIVERSITY OF MONTANA WESTERN 2014-2019

Preface

The University of Montana Western has at its core immersive experiential learning. It serves as the foundation for all of Montana Western's academic programs. Commitment to that idea motivated the faculty, administration and staff to develop Experience One scheduling, where students take and faculty teach a single course at a time. Experiential learning also dominates Montana Western's face-to-face and on-line distance learning. This focus drives the mission and strategic planning for this campus.

As a unit of the Montana University System (MUS), Montana Western's Strategic Plan 2013-2023 relates directly to the Strategic Plan of the MUS. Goals, objectives, and actions all work towards achieving the overall goals of the MUS with all actions and metrics of Montana Western tying very closely to appropriate initiatives, actions and metrics of the MUS. Campus functional areas will develop tactical actions plans for their respective areas that serve to assist Montana Western in achieving the Goals and Objectives of the MUS as well as those of Montana Western. This plan is to be viewed as a dynamic plan that responds to emerging opportunities and areas of concern.

Mission Statement

The University of Montana Western achieves academic excellence by sustaining a culture of immersive, experiential learning.

Vision Statement

The University of Montana Western transforms students and its greater community through experiential teaching and civic, environmental, and multicultural engagement. Students learn by engaging in the authentic practices of a discipline under the expert guidance of faculty members. Student success is maximized by providing the means for each student to identify and achieve their educational goals.

NWCCU Core Themes

The following are the Core Themes developed for the Northwest Commission on Colleges and Universities to meet the requirements of NWCCU Standard One. Most of the goals and objectives found in this plan are closely related to these Core Themes. Those goals and objectives that are not directly related to the Core Themes contribute to the overall functioning of the university.

1. Continuously improve undergraduate education and experiential learning.

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2. Maximize campus-wide support for student success and completion.
3. Foster responsible campus efficiency and stewardship of resources.

Guiding Principles

The following guiding principles are used to help shape the goals, objectives, and actions of this plan:

Learning

Montana Western maximizes extended opportunities for immersive experiential learning.

Community

Montana Western supports a constructive community by creating a climate that promotes diverse thought and supportive environments.

Success

Montana Western utilizes its resources to maximize student recruitment, retention, progression, and timely completion.

Diversity

Montana Western serves all people with its academic, service, and lifelong learning programs.

Stewardship

Montana Western promotes and practices creative and efficient use of resources.

Development

Montana Western is resourceful and creative in identifying existing and alternative resources to support university initiatives

This new five-year strategic plan reaffirms the mission, commitments, and history of Montana Western. It consists of nine priorities arranged under two categories with broad goals under each priority. The university has also developed specific objectives (found in a separate document) with-outcomes that will allow the campus to measure how well it has achieved its goals and fulfilled its mission.

I. LEARNING. Continuously Improve Undergraduate Education and Experiential Learning

Priority One: Encourage academic excellence and innovation.
(Supports Core Theme 1)

Goal 1A: Create a cohesive general education program with well defined student learning outcomes.

Goal 1B: Maintain assessment of learning outcomes and review of individual programs to promote increasing quality across general education and all academic offerings.

Goal 1C: Employ comprehensive academic program review to ensure a mission-driven program mix and to sustain program quality and guide the distribution of resources.

Goal 1D: Establish mechanisms to inspire and support academic innovation and an entrepreneurial spirit.

Goal 1E: Deliver high-quality, innovative education to the new generation of digital learners by anticipating and delivering the technology needs of tomorrow's students.

Priority Two: Develop, strengthen, and expand creative co-curricular programs and campus collaborations to promote student learning, development, retention, and success. *(Supports Core Theme 2)*

Goal 2A: Link student affairs and student academic support by adopting a developmental approach to co-curricular experiences and academic support programming.

Goal 2B: Equip students with the knowledge and skills that inspire them to be civic-minded and enable them to lead.

Goal 2C: Coordinate programming that explores issues of personal health and safety, decision-making, and social responsibility for students, faculty and staff through collaborations across the University community.

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Goal 2D: Build on the important opportunities for student development in leadership, teamwork, and community consistently provided by the University's athletic and other non-academic programs.

Goal 2E: Attain an average freshman to sophomore retention rate of 80% and a six-year graduation rate of 65%.

Priority Three: Pursue creative collaborations to engage students in learning experiences with local impact in support of its community.

(Supports Core Themes 1 and 2)

Goal 3A: In collaboration with our community partners, pursue nationally significant initiatives by engaging Montana Western students, faculty, and staff in meaningful experiential learning, service, and research activities.

Goal 3B: Position Montana Western as a service-oriented, intellectual, cultural, social, civic and recreational resource of choice for southwest Montana.

Priority Four: Build on Montana Western's reputation in international education by forging additional opportunities and partnerships. *(Supports Core Theme 1)*

Goal 4A: Foster creative collaborations that result in a more integrated and dynamic mix of global studies offerings.

Goal 4B: Increase the percentage of students studying abroad.

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II. SUSTAINING THE UNIVERSITY

Priority Five: With our mission and commitments firmly in mind, calibrate Montana Western's optimal student body size and composition, given coming demographic shifts and the dynamic external financial environment. *(Supports Core Themes 2 and 3)*

Goal 5A: *Build full-time equivalent undergraduate student enrollment to range between 1400 and 1600.*

Goal 5B: *Do not allow program enrollments to grow beyond existing capacity to provide a high quality education.*

Goal 5C: *Increase the percentage of minority students in the student body.*

Priority Six: Make Montana Western an employer of choice for a highly qualified, diverse mix of faculty and staff. *(Supports Core Theme 2)*

Goal 6A: *Provide faculty and staff with the support and tools necessary to act on their commitments to excellence and innovation.*

Goal 6B: *Ensure that Montana Western's working environment reflects and supports cultural diversity.*

Goal 6C: *Increase Montana Western's profile as an employer of choice by increasing awareness of the strengths of the University community for prospective employees.*

Priority Seven: Construct and maintain facilities and infrastructure commensurate to the mission and reflective of the commitments and aspirations of the University. *(Supports Core Themes 2 and 3)*

Goal 7A: *Maintain residential and co-curricular spaces that are safe, functional, environmentally responsible, and marketable.*

Goal 7B: *Identify, prioritize, and address capital renewal and deferred maintenance needs.*

Goal 7C: *Extend the campus master plan in ways that align with the aspirations outlined in the 2014-19 strategic plan, the results from a comprehensive academic program review, and the athletic program review.*

Goal 7D: *Follow the master plan for information technology.*

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Priority Eight: Grow and manage resources that enable us to execute our plans and sustain the University for future generations of students.

(Supports Core Theme 3)

Goal 8A: Sustain financial equilibrium.

Goal 8B: Generate funding required to realize Montana Western's aspirations.

Goal 8C: Identify and launch viable new revenue-generating academic programs and auxiliary activities.

Goal 8E: Further engage Montana Western alumni in the life of the University.

Priority Nine: Increase Montana Western's regional and national profile.

(Supports Core Theme 1)

Goal 9A: Increase Montana Western's academic profile by collecting and publicly disseminating evidence of our educational accomplishments.

Goal 9B: Continue implementing a Coordinated Marketing Communications plan that reflects Montana Western's mission.

Appendix C

MEMORANDUM OF UNDERSTANDING BETWEEN THE UNIVERSITY OF MONTANA WESTERN AND PERM STATE UNIVERSITY

The University of Montana Western and Perm State University with the objective of facilitating mutual friendship, academic research, and educational cooperation between the two institutions, hereby conclude this Agreement.

ARTICLE 1

In order to promote the objective described above, the two institutions may undertake various activities such as those listed below. The details of the collaboration will be specified through separate negotiations:

- 1) The exchange of University faculty members and researchers,
- 2) The exchange of students,
- 3) Organization of joint research projects, including conferences, meetings, seminars and workshops,
- 4) The exchange of information and publications, and
- 5) Other activities mutually agreed upon by the two institutions.

ARTICLE 2

This agreement shall become effective on the date of signature by the representatives of the two institutions, and will be effective for a period of five years. The period of validity may be extended upon mutual agreement of the two institutions.

ARTICLE 3

The implementation of any negotiated activities will occur after consultation and exchange of information between the two institutions.

ARTICLE 4

Each institution will designate a linkage Liaison Officer. Liaison Officers will work together in developing specific activities or programs. Institutional correspondence and requests for visits should flow through the Liaison Officers.

ARTICLE 5

Amendments to this agreement may be made upon mutual agreement of the two institutions.

ARTICLE 6

This agreement may be terminated upon six months' written notice by either institution.

ARTICLE 7

This agreement shall not bind either institution to any financial commitment unless by way of a negotiated sub-agreement signed by the Presidents or their authorized representatives of the two institutions.

UNIVERSITY OF MONTANA WESTERN

PERM STATE UNIVERSITY

Dr. Karl Ulrich
Provost

Dr. Igor Y. Makarikhin
Rector

Date

Date

Appendix D

EXCHANGE AGREEMENT BETWEEN

The University of Montana Western, U.S.A.
and
Perm State University, Perm, Russia

This Agreement applies to an exchange of students, faculty, and staff between The University of Montana Western (UMW) and Perm State University (PSU) beginning in the academic year 2014-2015.

STUDENT EXCHANGE

1. NUMBER AND STATUS OF STUDENTS

- a. UMW and PSU will exchange a fixed number of students agreed upon in advance each academic year.
- b. The number of students to be exchanged in any given year will normally be equal.
- c. It is intended that the students from each of the institutions will participate in the exchange program for either one academic class, one academic semester or one academic year. The number shall be calculated in terms of student semesters/terms (e.g., one student for one academic year equals two student semesters/terms). Any imbalances in a given year shall be corrected in the following two years.
- d. The status of students nominated by the home institution and accepted by the host institution will be that of "Exchange Student".
- e. Exchange Students will have the same rights and privileges as students at the host institution, and be subject to the same regulations and disciplines of the host institution. Exchange Students will be expected to abide by the laws and customs of the host country.
- f. The exchanging institutions accept as equivalent each other's fee level, residence provision, length of semester, teaching methods and standards, and related provisions.

2. SELECTION OF STUDENTS

- a. The program will usually involve the exchange of undergraduate students. Graduate students are also eligible for exchanges at the discretion of the two institutions.
- b. Each institution, conforming to the admission requirements of the host institution, shall assess and recommend qualified candidates, according to each institution's procedures. The selection process shall include an evaluation of the student's previous academic record, and in the case of both institutions, the drive, motivation and overall potential

to succeed in an international academic environment. The receiving institution retains the right to determine the final admission eligibility of each student nominated by the sending institution.

- c. Undergraduate students from Perm State University must be able to speak and write English well enough to actively participate in their academic classes. Undergraduate students from University of Montana Western must attend some basic orientation seminars before travel to prepare them for their exchange.

3. FINANCES, REGISTRATION, AND RECORDS

- a. Exchange Students will remain enrolled as full-time students throughout the exchange period and will continue to pay tuition fees to the home institution.
- b. Exchange Students will be responsible for all other costs not covered by the exchange program, including books, transportation, accommodation, meals and health care not covered in fees.
- c. PSU students attending UMW will be required to carry health insurance that meets with J-1 student visa requirements. UMW students attending PSU will be required to carry health insurance which meets UMW's minimum study abroad requirements.
- d. Students involved in this exchange will enroll in courses of their choice at the host institution, subject to specific course admission and registration requirements, faculty approval and availability of places. Each institution will provide academic advice to assist its guest students in the selection of appropriate courses.
- e. Students from both institutions must have their course selections approved by their home institution. It shall be the sole responsibility of the home institution to decide how many credits each student may actually receive for courses taken at the host institution.
- f. A transcript of grades for each of the participating students will be sent to the home institution after the completing of the period of study.
- g. The host institution reserves the right to terminate the registration of any Exchange Student whose academic work or behavior is not appropriate in the view of the host institution. Whenever possible such cases will be discussed between the two institutions before action is taken.
- h. If an Exchange Student withdraws early from the host institution, the host institution will inform the home institution promptly.

FACULTY AND STAFF EXCHANGE

1. Either party may negotiate staff and faculty exchanges. The number, timing and duration of such exchanges shall vary according to the needs of a particular program. Such exchanges may be for

the purposes of teaching, conducting research, guest lecturing, consultation and other professional activities.

2. Reasonable efforts shall be made to involve equal numbers of staff from UMW and PSU in the exchange over the period of the agreement. The host institution will provide visiting faculty and staff with office space and with the opportunity to sit in on classes, attend lectures, engage in research, and to use library facilities. The home institution of the faculty or staff member who is chosen as the exchangee is responsible for his/her salary and benefits. Visiting faculty and staff members and/or their sending institutions are responsible for travel expenses, housing accommodations, meals and health care.
3. The host institution shall make reasonable efforts to provide advice and assistance on matters, which may enhance the exchange experience for participants, such as campus facilities, housing options, and visa requirements.
4. Faculty and staff participants shall submit a report on the experience to their home institution.

GENERAL

This Agreement will remain in force for a period of three academic years, from the start of the Fall 2014 semester. Each institution may terminate this agreement, or request re-negotiation of its conditions, by written notice at any time. Should an institution terminate its involvement, currently participating students and faculty will be permitted to complete the period of their exchange. If an imbalance in the number of exchange places exists at the time of termination, the institution in deficit will continue to accept students until the deficit is eliminated to complete the exchange program.

Dr. Karl Ulrich
Provost, The University of Montana Western

Date

Date

Appendix E

To be designated Speech Intensive, a course must meet one or both of the following criteria using individually graded assignments:

1. **Substantial discussion** – Students are required to speak regularly (i.e. daily or almost daily, depending on class size) and communicate effectively as part of a range of classroom experiences, including but not limited to (a) whole-class discussion, (b) structured and extemporaneous group discussions, and (c) formal/informal debates.
2. **Significant presentation** – Students are required to communicate effectively by delivering one or more major oral presentation assignments following guidelines on discipline-specific public speaking provided by the instructor. Examples of major presentation assignments include but are not limited to (a) a single but substantial individual oral presentation that is a graded course component of its own, (b) two or more individual presentations that are mandatory components of larger course projects, and/or (c) two or more group presentations that are either formally graded components of the course or mandatory components of larger graded projects.

When applying the guidelines offered above, the goal is not to dictate course content or structure but to label appropriately those courses in which students naturally meet their formal speech requirement for completion of their degree program.

MT BOR Policy on Communications in Gen Ed Core (from <http://mus.edu/Transfer/MUScoreComm.asp>)

Oral Communication

Study in oral communication helps students rationally and systematically cope with the diverse listening, speaking, and presenting opportunities they will encounter in their lives. Courses that satisfy the oral communication requirement of the MUS CORE will focus on listening, speaking, interpersonal, and/or media skills. Public speaking, interpersonal communications and broadcast media may satisfy the oral communications component.

Oral Communications core courses will:

- Enable an individual to speak with clarity, accuracy, and fluency in a variety of public contexts;
- facilitate competence in the use of the conventions of language and forms of discourse, including sentence structure, mechanics, organization, and spelling;
- facilitate research as a process of gathering, assessing, interpreting, and using data from multiple sources to express ideas orally;
- demonstrate a variety of technologies to facilitate research and drafting.

Upon completion of the Oral Communications core, students will be able to:

- Use oral communication as a means to engage in critical inquiry by exploring ideas, challenging assumptions, and reflecting on and applying the oral communications process;
- demonstrate multiple flexible strategies for inventing, drafting, and editing oral presentations;

- deliver thoughtful oral presentations with clarity, accuracy and fluency;
- listen actively in a variety of situations and speak effectively about their ideas;
- adapt content and mode of presentation to fit a given audience and medium;
- give and receive feedback on oral presentations.