

Faculty Senate Meeting Minutes
Monday, December 1, 2014, 3:30-5:00
STC Boardroom

- Call to Order—Bethany Blankenship, Megan Chilson, Brendan Hansen, Estee Aikin, Dana Cotton, Kurt Steadman, Laura Straus, Tyler Seacrest, Michael Francisconi, Mike Morrow
- Approval of minutes from November 10—Kurt moved to approve. Michael seconded. Minutes approved.
- Unfinished Business
 - Articles Votes Organization—Dana will send out the language to be voted upon by the faculty.
- New Business
 - Speech Component Requirement—Laura Straus
 - Laura will take our request to implement the speech component to classes to the Gen Ed committee
 - BOR Report
 - Research—the Governor has set aside \$15 million for research at Montana universities, tied into performance based funding
 - Focus on early childhood education
 - Prior Learning Assessments (PLA)/Dual Credit—L. Straus
 - Dual/Concurrent classes should be (according to the BOR) available on-line
 - Workforce skill demands for Montana residents to have at least some college education.
 - What is a PLA (Prior Learning Assessment)? A set of well-established, researched, and validated methods for assessing non-collegiate learning for college credit. A process that allows learners to demonstrate knowledge, skill, and habits of mind in a particular field or fields and have that learning evaluated for college credit.
 - Methods for evaluation—industry

recognized certificate & licenses, faculty-developed end-of-course challenge exams, evaluated non-college training by ACE, NCCRS or faculty, standardized exams, student portfolios & demonstrations

- See <http://www.cael.org> for more information and studies as well as academic standards (which rewards learning, not experience)
- Credit hour policy
 - See Appendix A
- Good of the order
- Adjourn—Michael moved to adjourn. Kurt seconded. Everyone made like jackets and zipped.

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. The average 17-18 day block requires an additional 5.5-6 hours of out-of-class student work.

Online and Other Non-Traditional Courses

Credits awarded for a course or academic experience must be reasonably equivalent to the standard of 37.5 hours per credit. These hours may consist of course activities including, but not limited to:

- Face to face course meetings
- Virtual course meetings or student-instructor and student-student interaction
- Time to read/view assigned texts or other assigned materials
- Experiential learning activities consistent with the learning objective of the course
- Hours spent towards internship, methods/observations, independent study, research, and practicum.

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.