MINUTES
Academic Senate
September 30, 2014
3:30 p.m.
Alumni Gallery

Members present: Paul Delaney (Professor of English), Mary Docter (Professor of Modern Languages), Michelle Hardley (Secretary - Registrar), Tori Ippolito (WCSA Student Rep), Paul Morgan (Professor of Economics and Business), Tatiana Nazarenko (Dean of Curriculum and Educational Effectiveness), Edd Noell (Professor of Economics and Business), Mark Sargent (Chair and Provost), Brenda Smith (Professor of Psychology), Jim Taylor (Professor of Philosophy), Niva Tro (Professor of Chemistry), David Vander Laan (Professor of Philosophy), Bill Wright (Associate Provost),

Absent: Cynthia Toms (Director of Global Education),

Others present:

I. Devotion – Brenda Smith

II. The minutes from September 23, 2014 were approved

III. Faculty Position Requests
   A. Psychology – Replacement for T. Fikes
      This proposal for a replacement position was discussed by Senate.

IV. Definition of a Credit Hour (Prompted by NASM Report)
   Bill gave some background to the proposal to change our definition of a credit hour. In the Music departments recent accreditation review, NASM had some concerns about the way Westmont was defining a credit hour because it did not correspond to NASM standards. The proposed revisions correspond to our current practices while also using language that will correspond to WASC and NASM standards.

   The proposed changes (below) were approved.

Credit hours represent the amount of student work required to accomplish stated student learning outcomes and verified by evidence of student achievement.

A credit hour is equivalent to at least 3 hours of work each week over the period of the 15 week instructional term, inclusive of exams, individual work, and in-course instructional time. In-course instructional time for traditional lecture courses is based on a standard of 50 minutes per week per credit, inclusive of exams. Labs, performance ensembles, private lessons, physical education courses and other experiential based instructional settings often apply varying ratios of in-class
V. Syllabus Template Report
The General Education committee has conducted an initial syllabus review for fall 2014 courses meeting the Performing and Interpreting the Arts and Understanding Society General Education areas.

The following things were learned during this review:
1. Of the syllabi reviewed, 60% did not follow the syllabus template approved by Senate in 2013
2. Approximately 35% don’t have measurable student learning outcomes
3. Under the policy section of the template, the suggested Library information was not included.

Tatiana reviewed the findings with Senate and her corresponding suggestions. Senators discussed the distinctions between the Aspiration section in point 3 and the Course Learning Outcomes in section 5. A clearer distinction between these two areas would be helpful in using the document.

Tatiana with work with Mark on revisions and bring a new draft of the document back to Senate for consideration. Include samples of a variety of syllabi that are in compliance but have different looks/feels. Further discussion may be needed in Senate on how to better educate our faculty about this template and how important it is to follow.

VI. Introduce Downtown Santa Barbara Proposal
Mark presented a revised proposal for a Downtown presence that would focus on Social Entrepreneurship and invited questions and comments to the initial draft. The proposal will be presented at a future Senate meeting for continued consideration.

VII. Proposal to Clarify Senate’s Approval of KNS Pre-Med Track
When Senate had approved the KNS Pre-Med track in the spring of 2014 they had approved the unit count for the major but KNS neglected to put in the specific 1 unit lab needed to make the unit count equal the courses listed. Senate had approved 45 units of Pre-Med work (in addition to the lower and upper division KNS classes required for the major) but only 44 units of Pre-Med work were listed in the proposal.

Senate approved the adding in of the 1 unit PHY-014 lab that was omitted from the original KNS proposal. This change will take effect for the fall of 2014.
VIII. **Proposal to change units in Chemistry’s Biochemistry Track**
Senate discussed the department’s request to remove one unit of CHM-198 research requirement from the BioChemistry track of the major. This request was approved. The change will take effect in the 2012, 2013, 2014 catalogs.

IX. **Proposal to change units in Music’s Composition Track**
Senate discussed the department’s request to increase their unit count by 2 (to 58 units) and to require that the 4 elective units and two new units be used for 6 specific units within the major. This request was approved with abstentions from David and Paul. The change will take effect in the 2015 catalog.

Respectfully submitted,

Michelle Hardley
Registrar