2-2-2017

Educational Policies Committee Agenda, February 2, 2017

Utah State University

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EDUCATIONAL POLICIES COMMITTEE AGENDA

2 February 2017

A meeting of the Educational Policies Committee will be held on 2 February 2017 at 3:00 pm in Old Main 136 (Champ Hall Conference Room)

1. Approval of the minutes of the 12 January 2016 meeting (link)

2. Subcommittee Reports

   a. Curriculum Subcommittee (Vijay Kannan)
      Course Approvals

      Program Proposals
      Request from the Department of Computer Science in the College of Engineering to offer a Computer Science Teaching Minor. (link)

   b. Academic Standards Subcommittee (Scott Bates)
      Minutes – January 12, 2017

   c. General Education Subcommittee (Lee Rickords)
      Minutes – January 17, 2017

3. Other Business
   Curriculog shutdown – actions to be taken.

   Adjourn:
EDUCATIONAL POLICIES COMMITTEE MINUTES

12 January 2017

A meeting of the Educational Policies Committee was held on 12 January 2017 at 3:00 pm in Old Main 136 (Champ Hall Conference Room)

Present: Ed Reeve, Chair
Michele Hillard, Secretary
Dan Coster, College of Science
Kacy Lundstrom, Libraries
Vijay Kannan, Curriculum Subcommittee Chair, Huntsman School of Business
Eddy Berry, Humanities and Social Sciences
Jared Schultz, Education and Human Services
Brian Warnick, College of Agriculture and Applied Sciences
Claudia Radel, Quinney College of Natural Resources
Melanie Nelson, USU-Eastern
Barbara Williams, Catalog Editor
Fran Hopkin, Registrar’s Office
Jessica Hansen, Academic and Instructional Services
Nathan Straight, Regional Campuses
Lee Rickords, General Education Subcommittee Chair
Nick Flann, Graduate Council
Leslie Brott, Caine College of the Arts
Ryan Bentall for Ashley Waddoups, USUSA President

Absent: Ty Aller, Graduate Studies Senator
Janet Anderson, Provost’s Office
Thomas Fronk, Engineering
Heidi Kesler, Registrar’s Office
Scott Bates, Academic Standards Subcommittee Chair

I. Approval of the minutes of the 1 December 2016 meeting
   Motion to approve the minutes of the 1 December 2016 meeting made by Leslie Brott.
   Seconded by Eddy Berry. Minutes approved.

II. Subcommittee Reports

   a. Curriculum Subcommittee (Vijay Kannan)
      Motion to approve the report of the Curriculum subcommittee made by Ryan Bentall.
Course Approvals

Program Proposals
Request from the Department of Computer Science in the College of Engineering to offer a Master of Science in Data Science.

Request from the Department of Computer Science in the College of Engineering to offer a Computer Science Teaching Minor.

Request from the School Applied Sciences, Technology and Education in the College of Agriculture and Applied Sciences to offer a Bachelor of Science in Technology Systems.

Request from the Department of Animal, Dairy and Veterinary Science in the College of Agriculture and Applied Sciences to offer a Minor in Equine Assisted Activities and Therapies.

Request from the Department of Instructional Technology and Learning Sciences in the Emma Eccles Jones College of Education and Human Services to change the name of the Master of Learning Technology and Instructional Design to Master of Arts in Instruction Technology and Learning.

Request from the Department of Psychology in the Emma Eccles Jones College of Education and Human Services to restructure the EAPS specialization into four new specializations: Behavior Analysis, Brain and Cognition, Quantitative Psychology and Sociobehavioral Epidemiology.

Request from the Department of Mathematics and Statistics in the College of Science to offer a Master’s Degree in Data Analytics.

b. Academic Standards Subcommittee (Scott Bates)
   No meeting in December. Nothing to report.

c. General Education Subcommittee (Lee Rickords)
   No meeting in December. Nothing to report.

III. Other Business
N/A

Adjourned: 3:10 pm
**Utah System of Higher Education**  
**New Academic Program Proposal**  
**Cover/Signature Page - Abbreviated Template**

<table>
<thead>
<tr>
<th>Institution Submitting Request:</th>
<th>Utah State University</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposed or Current Program Title:</td>
<td>Computer Science Teaching Minor</td>
</tr>
<tr>
<td>Sponsoring School, College, or Division:</td>
<td>College of Engineering</td>
</tr>
<tr>
<td>Sponsoring Academic Department(s) or Unit(s):</td>
<td>Computer Science</td>
</tr>
<tr>
<td>Classification of Instructional Program Code¹:</td>
<td>11.07</td>
</tr>
<tr>
<td>Min/Max Credit Hours Required of Full Program:</td>
<td>16 / 18</td>
</tr>
<tr>
<td>Proposed Beginning Term²:</td>
<td>Spring 2018</td>
</tr>
<tr>
<td>Institutional Board of Trustees' Approval Date:</td>
<td></td>
</tr>
</tbody>
</table>

| Certificate of Proficiency | Entry-level CTE CP | Mid-level CP |
| Certificate of Completion | | | |
| Minor | | | |
| Graduate Certificate | | | |
| K-12 Endorsement Program | | | |
| **NEW** Emphasis for Regent-Approved Program | | | |
| Out of Service Area Delivery Program | | | |

**Chief Academic Officer (or Designee) Signature:**  
I, the Chief Academic Officer or Designee, certify that all required institutional approvals have been obtained prior to submitting this request to the Office of the Commissioner.

_________________________  
Date:  

☐ I understand that checking this box constitutes my legal signature.


² “Proposed Beginning Term” refers to first term after Regent approval that students may declare this program.
Utah System of Higher Education
Program Description - Abbreviated Template

Section I: The Request

Utah State University requests approval to offer the following Minor: Computer Science Teaching Minor effective Spring 2018. This program was approved by the institutional Board of Trustees on .

Section II: Program Proposal/Needs Assessment

Program Description/Rationale

Present a brief program description. Describe the institutional procedures used to arrive at a decision to offer the program. Briefly indicate why such a program should be initiated. State how the institution and the USHE benefit by offering the proposed program. Provide evidence of student interest and demand that supports potential program enrollment.

The minor will be approved at the department and college level.

Many math teaching majors (and to some extent science teaching majors) have asked about a CS teaching credential. This interest has been ongoing for the last ten years. At the most recent majors meeting, this topic received a lot of discussion.

USU has one of the top education programs in the nation. It makes sense to attach a CS teaching credential to our education program. Additionally, there is an increasing need for CS in our state.

Computer Science for All is the President's new initiative to empower all American students from kindergarten through high school to learn computer science and be equipped with the computational thinking skills they need to be creators in the digital economy. Both educators and business leaders are increasingly recognizing that computer science is a “new basic” skill necessary for economic opportunity and social mobility.

Labor Market Demand

Provide local, state, and/or national labor market data that speak to the need for this program. Occupational demand, wage, and number of annual openings information may be found at sources such as Utah DWS Occupation Information Data Viewer (jobs.utah.gov/jsp/wi/utalmis/gotoOccinfo.do) and the Occupation Outlook Handbook (www.bls.gov/oco).

According to the occupation Outlook Handbook, median pay for Career and Technical Education Techers was $53,800 per year in 2015. There were 231,800 jobs in 2014 with an expected 4% growth grade (2014-2024).

According to NCWIT (The National Center for Women and Information Technology), by 2024, 1.1 million computing-related job openings are expected. At the current rate, only 41% of these jobs could be filled by U.S. computing bachelor's degree recipients. Students need the opportunity to receive this vital training.

In order to produce the needed supply of Computer Science graduates, we need Computer Science instruction in the high schools. Creation of this teaching minor will help to provide Computer Science instruction.

Consistency with Institutional Mission/Impact on Other USHE Institutions

Explain how the program is consistent with the institution's Regents-approved mission, roles, and goals. Institutional mission and roles may be found at higheredutah.org/policies/policyr312/. Indicate if the program will be delivered outside of designated service area; provide justification. Service areas are defined in higheredutah.org/policies/policyr315/.
This program is consistent with the mission of Utah State University as it aids teacher preparation.

Last year, there were more than 600,000 high-paying tech jobs across the United States that were unfilled, and by 2018, 51 percent of all STEM jobs are projected to be in computer science-related fields. Computer science and data science are not only important for the tech sector, but for so many industries, including transportation, healthcare, education, and financial services.

The citizens of Utah need access to this important training.

Other USHE institutions have expressed interest in the program. Currently, there is a Teaching Minor offered at the University of Utah and Weber State. Since the teaching minor is associated with a traditional education degree, it is important for the teaching minor to be available locally.

Finances

What costs or savings are anticipated in implementing the proposed program? If new funds are required, indicate expected sources of funds. Describe any budgetary impact on other programs or units within the institution.

$6K per year will be required to teach CS4350, the new methods course. Other required classes are currently being taught and require no new funding. Funds will be paid for out of normal departmental budgets.
### Program Curriculum

List all courses, including new courses, to be offered in the proposed program by prefix, number, title, and credit hours (or credit equivalences). Indicate new courses with an X in the appropriate columns. The total number of credit hours should reflect the number of credits required to receive the award. **For NEW Emphases, skip to emphases tables below.**

For variable credits, please enter the minimum value in the table below for credit hours. To explain variable credit in detail as well as any additional information, use the narrative box below.

<table>
<thead>
<tr>
<th>Course Number</th>
<th>NEW Course</th>
<th>Course Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>General Education Courses (list specific courses if recommended for this program on Degree Map)</td>
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<td></td>
<td></td>
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<tr>
<td>Required Courses</td>
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<tr>
<td>+ CS 1400</td>
<td>Introduction to Computer Science CS1</td>
<td>4</td>
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<tr>
<td>+ CS1410</td>
<td>Introduction to Computer Science CS2</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>+ CS2420</td>
<td>Algorithms and Data Structures CS3</td>
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</tr>
<tr>
<td>+ CS4350</td>
<td>Teaching Methods</td>
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<td></td>
</tr>
<tr>
<td>+ SCED3300</td>
<td>Clinical Experience 1</td>
<td>1</td>
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<tr>
<td>Elective Courses</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>+ CS2410</td>
<td>Introduction to Event Driven Programming and GUI’s</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>+ CS2610</td>
<td>Developing Dynamic, Database-Driven, Web Applications</td>
<td>3</td>
<td></td>
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<tr>
<td>+ CS3100</td>
<td>Operating Systems and Concurrency</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>+ CS3200</td>
<td>Mobile Application Development</td>
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<td></td>
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<tr>
<td>+ CS3430</td>
<td>Scientific Computing with Python</td>
<td>3</td>
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</tr>
<tr>
<td>+ CS3450</td>
<td>Introduction to Software Engineering (CI)</td>
<td>3</td>
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</tr>
<tr>
<td>+ CS4700</td>
<td>Programming Languages</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>+ Any advisor approved class numbered 5000 or above (3-4 credits)</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>+ (Select two electives)</td>
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<tr>
<td>Elective Credit Hour Sub-Total</td>
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<tr>
<td>Core Curriculum Credit Hour Sub-Total</td>
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</table>

### Program Curriculum Narrative

*Describe any variable credits. You may also include additional curriculum information, as needed.*

The 5000 level courses may be 4 credits.
Degree Map
Degree maps pertain to undergraduate programs ONLY. Provide a degree map for proposed program. Degree Maps were approved by the State Board of Regents on July 17, 2014 as a degree completion measure. Degree maps or graduation plans are a suggested semester-by-semester class schedule that includes prefix, number, title, and semester hours. For more details see [http://higheredutah.org/pdf/agendas/201407/TAB%20A%202014-7-18.pdf](http://higheredutah.org/pdf/agendas/201407/TAB%20A%202014-7-18.pdf) (Item #3).

Please cut-and-paste the degree map or manually enter the degree map in the table below

<table>
<thead>
<tr>
<th>First Year Fall</th>
<th>Cr. Hr.</th>
<th>First Year Spring</th>
<th>Cr. Hr.</th>
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<tbody>
<tr>
<td>CS 1400: Introduction to Computer Science--CS</td>
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<td>CS 1410: Introduction to Computer Science--CS</td>
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<th>Second Year Spring</th>
<th>Cr. Hr.</th>
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<tbody>
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<td>CS 2420: Algorithms and Data Structures--CS</td>
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<td>CS Elective</td>
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<tr>
<td><strong>Total</strong></td>
<td>3</td>
<td><strong>Total</strong></td>
<td>3</td>
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</table>

<table>
<thead>
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<th>Third Year Fall</th>
<th>Cr. Hr.</th>
<th>Third Year Spring</th>
<th>Cr. Hr.</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS Elective</td>
<td>3</td>
<td>CS4350: Computer Science Teaching Methods</td>
<td>3</td>
</tr>
<tr>
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<td><strong>Total</strong></td>
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<td><strong>Total</strong></td>
<td>3</td>
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</table>

<table>
<thead>
<tr>
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<th>Cr. Hr.</th>
<th>Fourth Year Spring</th>
<th>Cr. Hr.</th>
</tr>
</thead>
<tbody>
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<td>SCED3300</td>
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<tr>
<td><strong>Total</strong></td>
<td>1</td>
<td><strong>Total</strong></td>
<td></td>
</tr>
</tbody>
</table>
Academic Standards Subcommittee minutes
12 January 2017

A meeting of the Academic Standards Subcommittee was held on 12 January 2017 at 4:00 pm in Old Main 136 (Champ Hall Conference Room).

Present: Scott Bates, Fran Hopkin, Nathan Straight, Ed Reeve, Mykel Beorchia, Ashley Waddoups
Absent: Jared Schultz, Claudia Radel
Guests: John Mortensen, Dean Adams, Launa Julander, and Melanie Bowen

New Business

A. Repeat Courses Policy

Motion: To accept the proposed policy change to use the most recent grade, from a repeated course, to calculate GPA. Moved: Fran. Seconded: Ashley.

Discussion: Current practice of using the highest grade of a repeated course was adopted in 2011 from USU Eastern’s campus practice. Current leadership at Eastern campus is in favor of changing the policy to use the most recent grade. This is also in common practice among regional and regents peer institutions.

Outcome: Unanimous approval.

B. Number of required graded credits for associates degree

Motion: To implement the proposed policy for awarding an associate degree (see attached). Moved: Mykel. Seconded: Fran.

Discussion: Currently there is not a policy describing the credit-minimums nor requirements for awarding an associate degree. Launa proposed a policy, which includes the number of acceptable collegiate credits required to award an associate’s degree, to be added to the catalog. This was also included in the policy discussion regarding number of required graded credits for an associate’s degree. Policy language specifies required number of grades of C- or better to be counted toward an associate’s degree.

Outcome: Unanimous approval.

C. Surcharge for excessive credits policy

Motion: To accept the proposed revision to the Tuition Surcharge for Excessive Credits policy approved by the Board of Trustees in 2014. Moved: Fran, Second: Ashley

Discussion: The number of credits applicable to surcharge was lowered from 170 to 158 credits by Board of Trustees. Melanie proposed the policy be revised to meet the Board of Trustees' approved language. (see attached)
**Outcome:** unanimous approval.

**Discussion Items**

A. **Academic renewal policy.** Fran asked the committee to weigh in on the need to assess current practice regarding Academic Renewal. The committee requested a review and report of peer institutional practice in this regard. Fran will report to the committee at a future date.

The next meeting will be held on February 9th, at 3PM in the Champ Hall conference room.
Repeating Courses
When a course not identified as repeatable for credit is repeated, the highest-most recent grade and GPA hours are used to recalculate the student’s grade point average. (Note: For courses repeated between Summer 2011 and Spring 2017, the highest grade and GPA hours were used to recalculate the student’s grade point average.) The lower-previous grade and GPA hours for the same course will remain on the student’s academic record, but will not be calculated in the grade point average or total GPA hours completed, and will be designated on the student’s transcript with an E (exclude).
Current policy for Bachelor Degree:

A minimum of 120 credits of acceptable collegiate work and a minimum of 100 credits with a grade of C- or better. Please note: A minimum of 72 of the 120 credits required for the baccalaureate degree must carry the A, A-, 8+, 8, 8-, C+, C, C-, D+, 0 designation, unless the major department or college changes this limitation. See Pass (P), D+, D, F Option.

Proposed policy for Associate Degree:

A minimum of 60 credits of acceptable collegiate work and a minimum of 50 credits with a grade of C- or better. Please note: A minimum of 36 of the 60 credits required for the associate degree must carry the A, A-, 8+, 8, 8-, C+, C, C-, D+, D designation, unless the major department or college changes this limitation. See Pass (P), D+, D, F Option.
Tuition Surcharge for Excessive Credits

Students who have attempted 170 credits or more will be charged out-of-state tuition according to Board of Regents Policy. In the following circumstances the surcharge may be waived: (1) the excessive credits are necessary for the student to complete the student's program of study; and (2) the excess credits are a result of circumstances where a substantial number of credits from a transferring institution could not be applied to the program of study; or (3) the excess credits are the result of a reasonable enhancement of the student's major by the addition of a minor or emphasis to the program of study; or (4) the excess credits are the result of a reentry into the educational system by a student who may have accumulated a large number of credits, or even completed degrees, but where employment requirements obligate his or her return to college. Credits earned through concurrent enrollment and credits received through Advanced Placement (AP) and other examinations do not count toward the 158 and 170 credit totals.

The student may obtain a petition to waive the surcharge at: usu.edu/registrar/. Click on the Forms link on the left, the Registration link and then Petition to Waive Surcharge.

Tuition Surcharge for Excessive Credits

Students who admitted prior to Fall 2013, and have earned 170 credits or more, may be charged double in-state tuition according to Board of Regents Policy. Students who admitted Fall 2013 or later and have earned 158 credits or more, may be charged double in-state tuition according to Board of Regents Policy. In the following circumstances the surcharge may be waived: (1) the excessive credits are necessary for the student to complete the student's program of study; and (2) the excess credits are a result of circumstances where a substantial number of credits from a transferring institution could not be applied to the program of study; or (3) the excess credits are the result of a reasonable enhancement of the student's major by the addition of a minor or emphasis to the program of study; or (4) the excess credits are the result of a reentry into the educational system by a student who may have accumulated a large number of credits, or even completed degrees, but where employment requirements obligate his or her return to college. Credits earned through concurrent enrollment and credits received through Advanced Placement (AP) and other examinations do not count toward the 158 and 170 credit totals.

The student may obtain a petition to waive the surcharge at: usu.edu/registrar/. Click on the Forms link on the left, the Registration link and then Petition to Waive Surcharge.
GENERAL EDUCATION SUBCOMMITTEE MINUTES

January 17, 2017
8:30 am – 9:30 am
Old Main - Champ Hall

Present: Dean Adams for Lee Rickords, Agriculture and Applied Sciences (Chair)
         Michele Hillard, Secretary
         Kacy Lundstrom, Library
         Dean Adams, Engineering
         Barbara Williams, Registrar’s Office
         Brock Dethier, Writing Program
         Harrison Kleiner, Connections
         Bob Mueller, Regional Campus
         Laura Gelfand, Arts
         David Brown, Quantitative Intensive
         Stephanie Hamblin, Exploratory Advising
         Dan McInerney, American Institutions
         Shelley Lindauer, Education and Human Services
         John Mortensen, Student Services
         Mykel Beorchia, University Advising
         Matt Sanders, Humanities and Social Sciences

Absent:  Ed Reeve, Provost’s Office
         Dick Mueller, Science
         Kris Miller, Honors
         Claudia Radel, Natural Resources
         Konrad Lee, Business
         Brian McCuskey, Humanities
         Janet Anderson, Office of the Provost
         Ryan Dupont, Life and Physical Sciences
         Jessica Hansen, Academic and Instructional Services
         Cindy Dewey, Creative Arts
         Melanie Nelson, USU Eastern
         Damon Cann, Social Sciences
         Ashley Waddoups, USUSA President

Visitors: Kaylee Roholt, Academic Advisor, School of Applied Sciences, Technology and Education
         Elise Anderson, Provost’s Office
         Bruce Miller, Head, School of Applied Sciences, Technology and Education

Call to Order – Dean Adams

Approval of Minutes – November 15, 2016
Motion to approve the minutes of the November 15, 2016 meeting made by Shelley Lindauer.
Seconded by Brock Dethier. Minutes approved.
ANTH 3340 (QI) APPROVED ............................................. David Brown
Motion to approve the QI designation made by David Brown. Seconded by Harrison Kleiner.

ARTH 3360 (CI) APPROVED ............................................. Brock Dethier
Motion to approve the CI designation made by Brock Dethier. Seconded by Harrison Kleiner.

ARTH 3540 (CI) APPROVED ............................................. Brock Dethier
Motion to approve the CI designation made by Brock Dethier. Seconded by Harrison Kleiner.

ARTH 3640 (CI) APPROVED ............................................. Brock Dethier
Motion to approve the CI designation made by Brock Dethier. Seconded by Harrison Kleiner.

ARTH 3810 (CI) APPROVED ............................................. Brock Dethier
Motion to approve the CI designation made by Brock Dethier. Seconded by Harrison Kleiner.

NURS 3210 (CI) APPROVED ............................................. Brock Dethier
Motion to approve the CI designation made by Brock Dethier. Seconded by Harrison Kleiner.

NURS 3230 (QI) APPROVED ............................................. David Brown
Motion to approve the QI designation made by David Brown. Seconded by Brock Dethier.

Business
Substitution for Exploration Requirement ........................................... Kaylee Roholt

Request: Allow the Exploration Requirement to be met by one additional depth course for Aviation Technology – Maintenance Management (ATMM) majors (60 declared majors currently).

Justification: Since fall 2012, ATMM students graduate with an average of 157.58 earned credit hours. The major requirements are lengthy (84 credits) and time intensive (multiple classes have 12+ contact hours each week). There is no room/need for electives in the plan of study by the time general education, major requirements, and upper division requirements are met. Allowing the exploration requirement to be satisfied with an additional upper division depth class would prevent ATMM students from registering for a lower division course that serves no other purpose.

Background: I am an academic advisor in the College of Ag and Applied Sciences. My ATMM students are required to answer to two governing bodies: Utah State University and the Federal Aviation Administration. Satisfying both entities is a wonderful combination, but makes for a very busy four years. I am looking to keep our students as close to 120 credits and four-years as possible.

The committee felt that the last sentence in the 2nd paragraph is more of a negative review of the depth courses. Stating that it serves no other purpose seems to be an inappropriate and misleading statement. Adding additional courses are a problem for students. The discussion centered around the fact that all students should have this...
opportunity, not just those pursuing an aviation major. Need to rewrite the requirement for exploratory stating that an additional Gen Ed course needs to be taken outside of your major. Need more information regarding the exploratory requirement. USU already exceeds expectations on requirements. USU is the only institution that requires depth courses outside of majors. Ensure that these changes are in line with the state wide Gen Ed Task Force. Should be approved as the rule, not the exception.

Table this requirement until next month when more information from the state can be obtained.

**Data Collection for Writing/Communication Update**
A letter has been sent out to everyone teaching a Communications Intensive (CI) Course requesting their updated syllabus. This will assist Joyce Kinkead’s students in helping with their research.

Next month Senate Bill 196 will be discussed.

**Adjourn**: 9:10 am