Educational Policies Committee Agenda, January 12, 2012

Utah State University

Follow this and additional works at: https://digitalcommons.usu.edu/fs_edpol

Recommended Citation
https://digitalcommons.usu.edu/fs_edpol/70
EDUCATIONAL POLICIES COMMITTEE AGENDA

12 January 2012

A meeting of the Educational Policies Committee will be held on 12 January 2012 at 3 p.m. in Old Main 136 (Champ Hall Conference Room)

I. Approval of the minutes of the 1 December 2011 meeting (see below)

II. Subcommittee Reports

A. Curriculum Subcommittee (Ed Reeve)

1. Course Approvals

2. Request from the Department of Management to create a Hospitality and Tourism Management Minor

3. Request from the Department of Environment and Society to discontinue the PhD in Recreation Resource Management

B. Academic Standards Subcommittee (Richard Mueller)

ACADEMIC STANDARDS COMMITTEE MINUTES

December 9, 2011
4:00 p.m. – 5:00 p.m.
Champ Hall Conference Room

Present:

Absent:

Call to Order - Richard Mueller

Approval of Minutes

Business

Awarding an Associate’s Degree after a Bachelor’s Degree – PENDING Updates
It was determined that several universities require a 15-credit minimum for an associate’s degree after a bachelors and require that it be in a different area. We should not allow individuals to return and get an AS or AA in the same field of study as their bachelor’s degree. We discussed allowing an applied associates in a different area of study. We don’t anticipate many students wanting to do this; however, a policy needs to be in place to cover those who do. John Mortensen will come back to the committee with policy recommendations.

**Earned F Grade** – PENDING Updates

Steve Sharp attended the meeting to discuss the issue with earned F’s and how this and other issues impact financial aid. (See below) This becomes a compliance issued and could put the university in a situation where they could be fined as much as $250K. Obviously, this is not only a financial aid problem, but a faculty and compliance issue as well. The faculty needs to become more aware of the issue so that they can monitor the student’s attendance/participation. Mr. Sharp is pursuing using the capabilities of Canvas to document attendance, participation/non participation. It was suggested that we add the following new designation to the grading options: NF – Non Participation F, to help identify students getting an F with no documented participation. Mueller will discuss this with the EPC in January. If this moves to EPC a policy change will need to be drafted. The earliest effective date for any of this would be summer.

The committee encouraged Steve Sharp to continue to work with Michelle Larson to devise a plan to educate the faculty on the importance and benefits of documenting student participation in their classes.

Meeting adjourned at: 5:00 pm.

**Next Meeting**
Friday, January 13, 2011Champ Hall Conference Room; 4:00 pm

**Documenting Attendance/Participation for Aid Recipients**

**Objectives:**
1) minimize the intrusion and inconvenience of federal regulations that require us to document attendance for aid recipients and
2) minimize loss of funds

**Two Requirements:**
- Document eligibility for Pell grants– Schools “must have a procedure in place to know whether a student (receiving a Pell grant) has begun attendance in all classes.”
- Document last date of attendance (LDA) when student has 0.0 GPA for term for Return to Title IV regulations

**Scope of Liability:**
- Colorado university assessed $250,000 fine
- Maximum potential liability last fall semester $940,000
• With current practice, estimate we will return $400,000/semester and fail to collect $80,000 of that from students (currently collect 55% of owed funds within a semester, 75% within a year, 80% within two years, then write off)

Current Practice:
• Started this semester to ask for proof of attendance/participation when a student drops class
• Recalculate Pell until third-week census date
• Contact professors, students with 0.0 GPA for term for LDA
• Have started to contact all students/professors with any Ws or Fs (over 1200 students/semester)

Possible policies:
• Delayed disbursement to collect professor signatures – not viable
• “Earned” Fs (U of U policy)
• Modify Banner to require LDA when entering Fs (grading in Blackboard currently a problem)
• Develop report to query Bb, Canvas for online participation
• Encourage use of Canvas/Blackboard, iClickers, syllabus quiz in first week

2010-11 Federal Student Aid Handbook, Vol. 3, Ch. 3: Student doesn’t begin attendance in all classes within a term (recalculation required)
If the student doesn’t begin attendance in all of his or her classes, resulting in a change in the student’s enrollment status, you must recalculate the student’s award based on the lower enrollment status. A student is considered to have begun attendance in all of his or her classes if the student attends at least one day of class for each course in which that student’s enrollment status was determined for Federal Pell Grant eligibility. Your school must have a procedure in place to know whether a student has begun attendance in all classes for purposes of the Federal Pell Grant Program. The Department does not dictate the method a school uses to document that a student has begun attendance. However, a student is considered not to have begun attendance in any class in which the school is unable to document that attendance.

U of U Earned F Policy:
3. Non-Attendance and Non-Performance

1. The grade of "EU" (Unofficial Withdrawal) is given when a student’s name appears on the registrar's final grade report but there is no record of attendance or other evidence of participation in the course. The "EU" grade is treated as an "E" in calculating the student's GPA. When no grade is entered for any person listed in a final grade report, the Registrar shall record an "EU" for that person. The grade "EU" shall be treated as an "E" in calculating grade point averages, but it shall be disregarded in calculating "section mean grade."

Proposed modification of Canvas to allow reporting:
The ideal solution would allow the Financial Aid Office to enter an A# for a student and receive the last date of participation logged in the system for each of their courses that semester. Unfortunately, a student’s simply logging into Blackboard or Canvas is insufficient to establish eligibility, but just about any other form of participation (discussion, emails with professors, quizzes, tests) is sufficient.

The ideal output would be something like:

<table>
<thead>
<tr>
<th>Name</th>
<th>A Number</th>
<th>CRN</th>
<th>Course</th>
<th>last date</th>
<th>participation type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Steve</td>
<td>A00001111</td>
<td>12345</td>
<td>POLS 2200</td>
<td>10/4/2011</td>
<td>online discussion</td>
</tr>
</tbody>
</table>

Michelle,

Even though we got high marks in the recent program review, USU faces potentially serious financial liability from federal regulations requiring some form of attendance monitoring.

Federal policy states all schools “must have a procedure in place to know whether a student (receiving a Pell grant) has begun attendance in all classes.” Even though they will not dictate what that procedure should be, our current practices would not survive careful scrutiny. Program reviewers assessed a university in Colorado a quarter million dollar fine recently for following practices similar to ours.

Strict interpretation of that policy would mean returning Pell grants for any student dropping a class or receiving an F – unless we can document participation or attendance. (A passing grade is accepted as evidence of attendance, as well as graded quizzes, tests, participation in labs, or other academic activity.)

What we currently do:

After grades are posted, we query the system for students with a 0.0 GPA for the term. We contact the professors, asking for documentation of a last date of attendance. If we don’t get any documentation, we return all aid funds. (With a documented date, we return a prorated amount depending on when they ceased participating. If a student participates past 60% of the term, no funds are returned.) Returned funds are entered as charges on student accounts and students must repay USU before they can get a transcript or register for a subsequent term. However, some students just walk away and USU loses an average of $ 40,000 every semester.

When a student drops a class during the first three weeks of the term, we recalculate Pell eligibility and automatically reduce awards when necessary. Again, this shows up as a charge to the student’s account.

When a student officially withdraws during the semester, we have recently started requiring documentation from professors that they started attendance or we return 100% of the aid funds.

Remaining holes:

We do not currently try to document that a student participated in for individual classes they fail or drop after third week. This could be a serious finding.
The U of U requires professors to enter a last date of attendance for any F (an “earned” F because the student did something. Without evidence of attendance or participation, a UF is entered. The Financial Aid Office doesn’t bother professors for a last date of attendance at the end of the term. However, they recalculate Pell and return funds for “unearned” Fs.

Online participation counts. I require students who participate to take a quiz on Blackboard the first week. Professors could be encouraged to do this or have some form of online participation that can demonstrate participation without taking roll.

Program review finding: They will note a student who “fell through the cracks” because he reported to the auditors that he didn’t attend. If they had determined this was a systemic problem, we could have faced severe penalties.

History: We used to require all aid recipients to submit a paper signed by their professors on the first day of class before disbursing aid. We were instructed to stop that because it was so disruptive, but we did not institute another adequate system.

Former Directors of Financial Aid have been told the university will not do anything to monitor attendance.

Professors have the option of inserting a last date of attendance in Banner when submitting grades (but does not require it – and Blackboard does not ask it – a lot of grading is done in Blackboard).

Options:

2. Require taking of attendance at least once. Signed attendance form.
3. Adopt earned F policy. Pursue all UF grades. Have system require date of attendance for all F grades.
4. Online syllabus quiz.

U of U policy

3. Non-Attendance and Non-Performance

2. The grade of "EU"(Unofficial Withdrawal) is given when a student’s name appears on the registrar's final grade report but there is no record of attendance or other evidence of participation in the course. The "EU" grade is treated as an "E" in calculating the student's GPA. When no grade is entered for any person listed in a final grade report, the Registrar shall record an "EU" for that person. The grade "EU" shall be treated as an "E"
in calculating grade point averages, but it shall be disregarded in calculating "section mean grade."

3. Upon the recommendation of the course instructor and the dean of the course-offering unit (or equivalent), the Registrar may withdraw a student from a course for nonattendance or nonperformance of assigned course work. The student shall then receive the grade of "E." Before this grade is recorded under these circumstances, the Registrar shall send written notification to the student and advise the student of the right to appeal to the dean.

http://www.regulations.utah.edu/academics/6-100.html#grades

2010-11 Federal Student Aid Handbook, Vol. 3, Ch. 3:
**Student doesn’t begin attendance in all classes within a term (recalculation required)**
If the student doesn’t begin attendance in all of his or her classes, resulting in a change in the student’s enrollment status, you must recalculate the student’s award based on the lower enrollment status. A student is considered to have begun attendance in all of his or her classes if the student attends at least one day of class for each course in which that student’s enrollment status was determined for Federal Pell Grant eligibility. Your school must have a procedure in place to know whether a student has begun attendance in all classes for purposes of the Federal Pell Grant Program. The Department does not dictate the method a school uses to document that a student has begun attendance. However, a student is considered not to have begun attendance in any class in which the school is unable to document that attendance.

C. General Education Subcommittee (Norm Jones)

GENERAL EDUCATION COMMITTEE MINUTES

December 13, 2011 8:30 A.M.
Champ Hall Conference Room
**Present:** Christie Fox, Honors; Larry Smith, Provost’s Office; Brian McCuskey, English; Dick Mueller, Science; Kathy Chudoba (Bob Mills), Business; Norm Jones, Chair; Vince Lafferty, RCDE; Susan Neel, USU Eastern; Michele Hillard, Secretary; Dan Coster, Quantitative Intensive; Carolyn Cárdenas, Creative Arts; Wendy Holliday, Library; Nancy Mesner, Natural Resources; Tom Bunch, Agriculture;

**Absent:** Stephanie Hamblin, University Advising; Ryan Dupont, Life & Physical Sciences Literacy/Intensive; Wynn Walker, Engineering; Rhonda Miller, Communications; Brock Dethier, HASS; Roberta Herzberg, Social Sciences; Erik Mikkelsen, ASUSU President; John Mortensen, Registrar’s Office; Charlie Huenemann, HASS; Craig Petersen, American Institutions; Bruce Saperston, Arts;

**Call to Order** - Norm Jones
Approval of Minutes - November 15, 2011. Moved by Dick Mueller, seconded by Dan Coster, motion carried.

Course Approvals
ARTH 3840 (CI) - Pending.................................................................Rhonda Miller
ARTH 4520 (CI) - Pending.................................................................Rhonda Miller

Course Removals
N/A

Syllabi Approvals
USU 1320 (BHU) - Pending...............................................................Brian McCuskey
USU 1350 (BLS) - Pending................................................................Ryan Dupont

Business
Report on CI discussions - Pending..................................................Rhonda Miller
Degree Qualification Profiles - Pending.............................................Norm Jones

Report on proposed USU 1370/3070...............................................Christie Fox
The committee has been working on integrating multiple disciplines within one course. Right now the focus is being put on depth courses because they tend to be smaller in class size. Students having to take two depth courses would benefit from one integrated course that would fulfill the requirement. There is the possibility of offering a two semester course. Instructors should be allowed to propose a two semester course or a course that is one semester with five credits. If a problem based learning model is utilized moving to an interdisciplinary mode will appeal to a broader based group. In order for this to work we need to ensure flexibility in the program and not spend time over defining all aspects. Provide a clear, concise description of the class for the general catalog and be prepared to advertise this change at least one semester in advance.

This proposal is timely as it looks at streamlining the curriculum and making faculty teaching more efficient. In researching this further, there could be a role for the new STEM center. Some concerns are: team teaching – easy to do it within your department, much more difficult to get faculty from different departments; and how do we include undergraduate research and service learning. Christie Fox will take recommendations back to the committee and they will clarify and finalize a process/policy before it proceeds to EPC. (See below)

Senator Urquhart Discussions.........................................................Norm Jones
Senator Urquhart is the chair of the Senate’s Higher Education Finance Committee. He met with the Regents’ General Education Task Force on December 12. He feels like the one thing we can change, or have control of is the preparation of students we accept. He feels, strongly, that we need to get students better prepared to come to the universities. His particular focus is on math preparation. Parents and incoming students need to know what kinds of skills/competencies they
should have in order to succeed in college. He believes the system is spending too much time on remediation. There are two groups for remediation: the K12 who didn’t get it; and those who have been out of school for a while and need updating. Remediation would be far more effective if we did it with a statewide on-line tool. Take remediation off the campuses and put it somewhere else and let students know that if they want to come to college there are certain things they need to have/know. It was also suggested that we do placement assessments sooner, ideally, when students are juniors. The ACT is not diagnostic and that is why the Senator prefers the acuplacer. NROC Math is a model that interests him.

He believes higher ed should take a firm stand on making sure that students are prepared, if they aren’t they shouldn’t be accepted until they are up to speed, since unprepared students are the least likely to graduate. He wants the system to take a stand and enforce it. Mission standards will be looked at for admission to higher education.

Norm Jones will circulate the legislative audit to the committee.  
http://le.utah.gov/audit/11_15rpt.pdf

Next Meeting
Tuesday, January 17, 2012 Champ Hall Conference Room
8:30 a.m.

Proposal to create a new general education course, USU/HONR 3070

The committee determined that the best path to helping students experience an enhanced general education courses may be through USU’s depth courses.

Our goal is to create a depth course that would count for the two depth categories the student must take.

We feel there is particular pressure on depth courses, with students often scrambling to find a depth course they can and wish to take. A quick survey of depth courses shows fewer than 100 depth courses total being taught in Fall 2011-Spring 2012.

DHA: 28 unique courses; 5 have only one 1 credit, and thus would require students to take another course.
DSC: 13 unique courses; several require specialized knowledge (e.g., Computational Science, python and perl programming); one has a cap of 300.
DSS: 31 unique courses; one has a cap of 485.

I. Depth course
USU/HONR 3070

The USU General Catalog states that students must have “4 credits minimum completed in two or more courses” to complete their depth requirement.

This would mean that a course could have as few as 4 credits to fulfill both depth categories.
USU/HONR 3070 would then be variable credit (4-6). The committee feels strongly that this course should not be two separate content areas forced together into a smaller space, but a true interdisciplinary experience, perhaps focusing on **problem-based learning**. (If approved, Honors could offer such a course in the 12-13 AY, as a pilot program.)

II. Another suggestion is that we create a fourth category of depth course, “interdisciplinary depth” and that students must then complete two of four:

- DHA
- DSS
- DSC
- DI (depth interdisciplinary)

III. Issues remaining

1. If team-teaching is desired, how to manage team teaching across colleges and departments.
2. Faculty compensation: could we bring back the course development grant?
3. Including service learning and/or undergraduate research.
4. How might this class work in an online environment?
5. How might this class work in the summer

III. Other Business
EDUCATIONAL POLICIES COMMITTEE MINUTES
1 December 2011

A meeting of the Educational Policies Committee was held on 1 December 2011 at 3 p.m. in Old Main 136 (Champ Hall Conference Room)

Present: Larry Smith, Chair
Ed Reeve, Curriculum Subcommittee Chair, Engineering
Richard Mueller, Academic Standards Subcommittee Chair, Science
Norm Jones, General Education Subcommittee Chair
Brian Warnick, College of Agriculture
Stacey Hills, Huntsman School of Business
Scott Bates, Emma Eccles Jones College of Education and Human Services
Eddy Berry, College of Humanities and Social Sciences
Nancy Mesner, College of Natural Resources
Wendy Holliday, Libraries
Keith Grant-Davie, Graduate Council
Vince Lafferty, Regional Campuses and Distance Education (representing Travis Peterson)
Susan Neel, USU-Eastern
Erik Mikkelsen, ASUSU President
Roland Squire, Registrar’s Office
Cathy Gerber, Registrar’s Office

Absent: Cory Evans, Caine College of the Arts
Tanner Wright, Academic Senate President
Cami Jones, Graduate Studies Vice-President

Visitors: James Davis, Department Head, Management
Konrad Lee, Management Department
Jan Kelley-King, Communicative Disorders and Deaf Education
Freeman King, Communicative Disorders and Deaf Education
Michele Hillard, Provost Office

I. Approval of the minutes of the 3 November 2011 meeting
Richard Mueller moved to approve the minutes of the 3 November 2011 meeting. Scott Bates seconded; motion approved.

II. Subcommittee Reports

A. Curriculum Subcommittee

Ed Reeve reviewed the Curriculum Subcommittee business.

All courses were approved.
The request from the Department of Agricultural Systems Technology and Education to eliminate the emphasis areas in the BS program in Agricultural Education was approved. (see below)

The request from the Department of Communicative Disorders and Deaf Education to implement an American Sign Language (ASL) teaching minor was approved. (see below)

The request from the Department of Health, Physical Education and Recreation to rename the Master of Education in Health, Physical Education and Recreation to Master of Education in Physical and Sport Education was approved. (see below)

The request from the Department of Geology to restructure the wording of the specializations within the existing plan-A Geology MS degree and to add those same updated specializations to the existing Geology PhD was approved. (see below)

The request from the Departments of Geology and Watershed Sciences to add a “Geomorphology and Earth Science Processes” specialization to their respective MS and PhD degrees in Geology and Watershed Science was approved. (see below)

The request from the Department of Geology to restructure the wording of the specializations within the existing plan-A Geology MS degree and to add those same updated specializations to the existing Geology PhD was approved. (see below)

The request from the Department of Instructional Technology and Learning Sciences to rename the Master of Education degree (Med in Instructional Technology) to Master of Education in Educational Technology and Learning Sciences was approved with revisions. (see below)

James Davis, Department Head, Management Department, gave a presentation on the following five proposals:

The request to eliminate the Business Major in the Jon M. Huntsman School of Business was approved with revisions. The revised request will be sent to Larry Smith.

The request to eliminate the Operations Management Major in the Management Department was approved. (see below)

The request to eliminate the Human Resource Management Major in the Management Department was approved with revisions. The revised request will be sent to Larry Smith.

The request to replace the Entrepreneurship Major with an Entrepreneurship Minor in the Management Department was approved. (see below)

The request to create a Hospitality and Tourism Management Minor in the Management Department was withdrawn from the agenda.

The package of requests from the Jon M. Huntsman School of Business will move forward minus the request to create the Hospitality and Tourism Management Minor.

The revised executive summary will include a flow chart or cartoon of the curriculum overhaul process, reflect that the request to create the Hospitality and Tourism Management Minor is
pending approval from the Educational Policies Committee and other minor revisions. This revised executive summary will be sent to Larry Smith.

Nancy Mesner moved to approve the business of the Curriculum Subcommittee. Richard Mueller seconded; motion approved.

**B. Academic Standards Subcommittee (Richard Mueller)**

November 11, 2011
4:00 p.m. – 5:00 p.m.
Champ Hall Conference Room

**Minutes**

**Call to Order** - Richard Mueller

**Approval of Minutes** - N/A

**Business** - For all of the following policies:
- Additions are in green text.
- Deletions are in red text.

**Registration Requirement** – APPROVED. Motion carried by John Mortensen; seconded by Stacey Hills.
After the first week of classes, all students attending classes must be registered. Students will not be allowed to register for classes after the published deadline found in the semester Registration Calendar. Students are officially registered when all tuition and fees have been paid in full. Failure to pay tuition and fees by the published fee payment deadline may result in courses being voided (see Registration Purge), late fees being assessed, and a registration hold being placed on a student’s record. Students are responsible for dropping courses for which they do not wish to receive a grade.

**No-test Days** – APPROVED. Motion carried by John Mortensen; seconded by Eddy Berry.
A five-day period designated as No-test Days precedes the five days of final examinations which are normally scheduled at the close of fall and spring each academic semesters. During No-test Days, no major examinations, including final examinations, will be given in order that students may concentrate on classwork, the completion of special assignments, writing projects, and other preparation for duly scheduled final examinations. Approved exceptions include: final papers; weekly chapter quizzes; and quizzes, projects or examinations associated with a lab that does not meet during final examinations; and final examinations for broadcast courses.
Auditing Classes – APPROVED. Motion carried by John Mortensen; seconded by Stacey Hills. Admitted students who wish to audit a class must register as auditors. Auditing is dependent on space, resource availability, and instructor approval. No credit or grade points will be granted. The regular tuition and course fees will be assessed. At no future time may students request or receive credit for the audited course by any other means than by officially registering for the course and doing the required work. Audit requests, approved by the instructor, must be submitted to the Registrar’s Office and tuition and fees must be paid before class attendance is permitted. Students are not permitted to register as auditors during Early Registration.

Students who are registered for a class and would like to change to an audit registration may do so only up through the Adding Classes deadline, which also coincides with the Last Day to Drop without Notation on Transcript. Students who drop after this period must receive a W (withdrawal) grade and may not register as an auditor.

House Bill 60 (1977) permits Utah residents 62 years of age or older to audit regular university classes offered during the day or offered through Regional Campuses and Distance Education. However, space in many university classes is limited. Classes which are full at the time of an audit request are not available may not be audited. Credit seeking, full-tuition paying students shall have first priority in the registration process. A flat fee of $10 per semester, plus any course fees or special fees that may be attached to classes is charged for House Bill 60 registration. HB 60 audit registration is not available until the first day of classes, only if space is available.

F and UF Grades – TABLED until next month. Need to have discussion with Steve Sharp in Financial Aid. Steve will be invited to next month’s meeting. This policy will not be in effect until summer. Two grading options are available for instructors when posting grades for students who are to receive an F grade for a course. Students who attended or participated in a course at least one time will be given the traditional F grade, and the instructor is responsible for reporting the last day of attendance or participation. The grade of UF (Unofficial Withdrawal) is given when a student’s name appears on a final grade report, but there is no record of attendance or other evidence of participation in the course. The UF grade is treated as an F grade in calculating grade point averages.

Awarding an Associate’s Degree after a Bachelor’s Degree has already been awarded – TABLED until next month. John Mortensen will come back with more information/clarification.

Academic Standards Committee will continue to meet on the second Friday of each month from 4:00 – 5:00 pm.

Meeting adjourned at: 4:40 pm.

Next Meeting
Friday, December 9, 2011Champ Hall Conference Room
Nancy Mesner moved to approve the business of the Academic Standards Subcommittee. Keith Grant-Davie seconded; motion approved.

C. General Education Subcommittee (Norm Jones)

GENERAL EDUCATION SUBCOMMITTEE MINUTES
October 18, 2011 8:30 A.M.
Champ Hall Conference Room
Present: Christie Fox, Honors; Larry Smith, Provost’s Office; Brian McCuskey, English; Dick Mueller, Science; Kathy Chudoba, Business; Norm Jones, Chair; Erik Mikkelsen, ASUSU President; Tom Bunch, Agriculture; John Mortensen, Registrar’s Office; Mary Leavitt, HASS Advising; Charlie Huenemann, HASS; Brock Dethier, HASS; Vince Lafferty, RCDE; Susan Neel, USU Eastern; Michele Hillard, Secretary; Craig Petersen, American Institutions; Dan Coster, Quantitative Intensive

Absent: Ryan Dupont, Life & Physical Sciences; Rhonda Miller, Communications Literacy/Intensive; Nancy Mesner, Natural Resources; Roberta Herzberg, Social Sciences; Carolyn Cárdenas, Creative Arts; Wendy Holliday, Library; Bruce Saperston, Arts; Wynn Walker, Engineering; Stephanie Hamblin, University Advising; Teryl Roper, Agriculture

Call to Order – Norm Jones

Approval of Minutes – Erik Mikkelsen moved to approve the minutes of the September 20, 2011 meeting. Brian McCuskey seconded; motion carried.

Course Approvals
ARTH 2730 (BHU) - APPROVED: Brian McCuskey moved to approve, Dick Mueller seconded; motion carried.
ARTH 4725 (CI) - PENDING
ARTH 4710 (CI) - PENDING
ARTH 4520 (CI) - PENDING
ARTH 3840 (CI) - PENDING
AV 2720 (CI) - PENDING
HIST 3530 (DHA) - APPROVED: Brian McCuskey moved to approve, Dick Mueller seconded; motion carried.
HIST 4650 (DHA) - APPROVED: Brian McCuskey moved to approve, Dick Mueller seconded; motion carried.

Course Removals
N/A

Syllabi Approvals
Business

Concurrent Enrollment - Vince Lafferty has been working on all concurrent enrollment courses that need assessing. All are fine except USU 1360. This course is being taught in Tooele by Danny Bower. Danny is an adjunct, teaching this concurrent enrollment. There is not currently a faculty member who teaches in the physical science arena and there doesn’t appear to be anyone remotely close that can help with this. Dick Mueller asked Vince if he would check to see if Butch Brodie could line someone up. Blair Larsen in geology was suggested and Tonya Triplett was another person who may be available to help.

President’s Task Force on Curriculum - Norm presented a copy of the propositions presented to the President’s Task Force on Curriculum and invited feedback, since they suggest that pathways through General Education to degrees be clarified and that students be expected to complete general education as foundational preparation for entry into degrees; that an AA/AS be an option for Logan students; and that there be incentives for entering students who have preparation in math, composition and foreign languages that ensures timely completion. One incentive suggested was to grow the Honors Program – offer a payoff for incoming students. The idea is that more students would come to college better prepared. The question was asked about USU-Eastern and their open enrollment. There is a Legislative issue of enrollment – USU-Eastern enrollment is open for all. Norm responded by pointing out that this does not limit enrollment, but it does ask degrees to be very clear about expectations. Erik Mikkelsen can see some students getting burned out on the General Education courses if they are all required in the first 2 years. Norm suggested that departments look at combining GenEd and major prerequisite courses, so that students don’t get overwhelmed. Are there things the university can do to help students research and pick a major? Degree search/finder should be able to help students decide what they want to do.

Do we extend the Associates Degree to all USU campuses? Currently there is a national move for Associate Degrees and with this degree we need to meet the state’s requirements. It was noted that a few students don’t have the GPA to get into the majors. The AA/AS option would give them a chance of receiving a degree. This led to the question of how grade requirements are set for majors. There needs to be some validity on how the GPA is decided upon and we need to include data to back this up.

Meeting Adjourned

Next Meeting – November 15, 2011 @ 8:30 a.m. in Champ Hall

GENERAL EDUCATION COMMITTEE MINUTES

November 15, 2011 8:30 A.M.
Champ Hall Conference Room

Present: Christie Fox, Honors; Larry Smith, Provost’s Office; Brian McCuskey, English; Dick Mueller, Science; Kathy Chudoba, Business; Norm Jones, Chair; Erik Mikkelsen, ASUSU President; John Mortensen, Registrar’s Office; Charlie Huenemann, HASS; Brock Dethier, HASS; Vince Lafferty, RCDE; Susan Neel, USU Eastern; Michele Hillard, Secretary; Craig
Call to Order – Norm Jones

Approval of Minutes – Dan Coster moved to approve the minutes of the October 18, 2011 meeting. Erik Mikkelson seconded; motion carried.

Course Approvals

ARTH 4725 (CI) – APPROVED - via electronic vote 10/28/2011
ARTH 4710 (CI) - APPROVED - via electronic vote 10/28/2011
ARTH 4520 (CI) – PENDING – Still awaiting revisions
ARTH 3840 (CI) – PENDING - Still awaiting revisions
AV 2720 (CI) – DENIED via electronic vote 10/28/2011. CI courses need to be upper-division courses.

Course Removals
N/A

Syllabi Approvals

HONR 3030 (DSS) Christie Fox - APPROVED - Roberta Herzberg moved to approve; seconded by Carolyn Cárdenas

Business

Proposed 6 credit USU 1370 – Right now USU integrated courses are designated by discipline. The proposal has been brought forward to include multiple disciplines within these courses. It would be beneficial for the students to take an idea and look at it from various perspectives. Instructors would be allowed to bring field work or undergraduate research into these disciplines and we should look at different ways of assembling the package. The ASUSU President anticipates that this would be easily accepted by the students. This combining of disciplines will help develop problem solving skills and critical thinking in the students. There should not be many issues, as other universities already have these courses firmly entrenched in their curriculum. Unanimous decision was made to move forward with this. The question was asked if the six hours could be offered through 2 courses in combination, or if that would cause a scheduling problem. We also need to be aware of how departments might look at this for scheduling. Next step is to set up a subcommittee to flesh out the mechanical issues.

Individuals who volunteered to serve on this committee are:

Dick Mueller
Wendy Holliday
Carolyn Cardenas
Jessica Hansen
Christie Fox – Chair
Roberta Herzberg

The committee will come back to the next meeting with updates/direction.

**CI Requirements** - Rhonda Miller proposed changing the CI requirement from ”2 courses” to “6 credits” for communicative intensive courses. There was a discussion of whether we should define a minimum amount of credits vs. a minimum number of courses As of now there are 21-two credit; 4-one credit; and 1 five-variable credit courses that would not meet the 6 hour rule if it was made. Variable credits are the ones that pose the biggest problem. After a lively discussion, it was agreed that the CI committee will investigate further and come back with more information and suggestions.

**QI Courses** – There simply aren’t enough QI courses. Seats are available in QI but not in courses that the average student could take. There needs to be more general QI courses that the average student could take. Roberta Herzberg will go to her department head and dean to discuss this issue. We will revisit this topic in January or February to see what kind of progress can be made in QI courses.

**Meeting Adjourned at 9:30 am**

Next Meeting – December 13, 2011 @ 8:30 a.m. in Champ Hall

Vince Lafferty moved to approve the business of the General Education Subcommittee. Wendy Holliday seconded; motion approved.

**III. Other Business**

Board of Regents has approved the latest revision of the R401. Minors are now officially short form proposals.

Meeting adjourned 3:55 p.m.
Larry Smith conducted the meeting.
Cathy Gerber recorded the minutes.