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EDUCATIONAL POLICIES COMMITTEE MINUTES
6 October 2011

A meeting of the Educational Policies Committee was held on 6 October 2011 at 3 p.m. in Old Main 136 (Champ Hall Conference Room)

Present: Larry Smith, Chair
Richard Mueller, Curriculum Subcommittee Chair (representing Ed Reeve)
Academic Standards Subcommittee (no chair has been appointed)
Norm Jones, General Education Subcommittee Chair
Brian Warnick, College of Agriculture
Cory Evans, Cain College of the Arts
Scott Bates, Emma Eccles Jones College of Education and Human Services
Nancy Mesner, College of Natural Resources
Richard Mueller, College of Science
Wendy Holliday, Libraries
Keith Grant-Davie, Graduate Council
Travis Peterson, Regional Campuses and Distance Education
Tanner Wright, Academic Senate President
Brett Healy, Graduate Studies Vice-President (representing Cami Jones)
Roland Squire, Registrar's Office
Cathy Gerber, Registrar's Office

Absent: Stacey Hills, Huntsman School of Business
Ed Reeve, College of Engineering
Eddy Berry, College of Humanities and Social Sciences
Erik Mikkelsen, ASUSU President

Visitors: Noelle Cockett, Dean of College of Agriculture
Bruce Miller, Department Head, ASTE
Gary Stewardson, ETE Department
Kurt Becker, Department Head, ETE
Larry Hemingway, Acting Director of Aviation
Alexa Sand, Department of Art
Mike LeFevre, USTAR Professor, NDFS Department
Michele Hillard, Provost Office

I. Approval of the minutes of the 1 September 2011 meeting
Minutes of the 1 September 2011 meeting were approved.

II. Subcommittee Reports

A. Curriculum Subcommittee

Richard Mueller reviewed the Curriculum Subcommittee business. All courses were approved with exception of the WGS 4900/6900, where a statement will be added in the course description that differentiates work done for graduate credit.

The request from the Department of Art to offer a Bachelor of Arts in Art History was approved. Revisions will be sent to Larry Smith.

The request from the English Department to change the English master's degree specialization in Technical Writing Plan B to a Plan C specialization was withdrawn.

The request from the College of Agriculture and the College of Engineering to restructure the Department of Engineering and Technology Education was approved. (see attachment)

The General Education Subcommittee, on September 20, 2011, approved the enforcement of the rule that CI courses must be upper division. The following courses will be losing the CI designation effective Summer 2012.

COMD 2910; CS 2450; JCOM 2160; LAEP 2700; MIS 2200; MUSC 1460; MUSC 1470; OSS 1550; SPCH 1020; SPCH 2110

An update on the new electronic approval process for the course approval form was given by Michele Hillard, Provost Office. A request to have the College Curriculum Committees included in the work flow process will be taken under consideration. This form will probably be application based. The Curriculum Subcommittee will be given updates on the progression of this form.

It was suggested that previous Course Approval forms be archived and to begin saving these forms electronically once the new form is in place.

Richard Mueller moved to approve the business of the Curriculum Subcommittee. Norm Jones seconded; motion carried.

B. Academic Standards Subcommittee

No Report (Academic Standards Subcommittee chair has not yet been appointed)

C. General Education Subcommittee

September 20, 2011 8:30 A.M.

Champ Hall Conference Room

Present: Rhonda Miller, Communications Literacy/Intensive; Brian McCuskey, English; Larry Smith, Provost's Office; Dick Mueller, Science; Roberta Herzberg, Social Sciences; Kathy Chudoba, Business; Norm Jones, Chair; Carolyn Cárdenas, Creative Arts; Wendy Holliday, Library; Erik Mikkelsen, ASUSU President; Bruce Saperston, Arts; Wynn Walker, Engineering; Tom Bunch, Agriculture; John Mortensen, Registrar's Office; Mary Leavitt, HASS Advising; Stephanie Hamblin, University 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; Teryl Roper, Agriculture; Nancy Mesner, Natural Resources;

Absent: Ryan Dupont, Life & Physical Sciences; Christie Fox, Honors;

Call to Order – Norm Jones

Approval of Minutes – April 19, 2011

Charlie Huenemann moved to approve the minutes of the April 19, 2011 meeting. Nancy Mesner seconded; motion carried.

Course Approvals

ASTE 4100 (QI) – APPROVED: Dan Coster moved to approve; Dick Mueller seconded; motion carried

AV 2720 (CI) – PENDING: Decision needs to be made as to whether CI should be upper division or lower.

SOC 1020 (BSS) – APPROVED: Roberta Herzberg moved to approve; Rhonda Miller seconded; motion carried.

Syllabus Approvals

HONR 1340 (BSS) – (Christie Fox) APPROVED: Roberta Herzberg moved to approve; Rhonda Miller seconded; motion carried.

USU 1300 (BAI) – (Susan Neel, Don Larson) APPROVED: Dan Coster moved to approve; Roberta Herzberg seconded; motion carried.

USU 1320 (BHU/DHU) – (Lisa Gabbert) WITHDRAWN

Other Business

University Studies Requirements Website – CIL designation - John Mortensen updated the link to go to the online catalog. These links/locations no longer include CIL.

Chairman Nomination – Norm Jones opened the floor for nominations. Bruce Saperston nominated Norm Jones, Vince Lafferty seconded the motion. After a unanimous vote Norm Jones was elected Gen Ed Chair for 2011-2012.

CI Courses – Rhonda Miller explained to the committee that policy states only courses 3000 level and above can be CI courses. The statement that CI can be at any level needs to be removed. Incorporating this change requires the removal of the CI designation from the following courses:

COMD 2910, CS 2450, JCOM 2160, LAEP 2700, MIS 2200, MUSC 1460, MUSC 1470, OSS 1550, SPCH 1020 and SPCH 2110.

These changes would take affect summer 2012. Outstanding issues will be handles on a case by case basis. Rhonda Miller moved to approve; Carolyn Cardenas seconded; motion carried.

Educated Persons Conference – November 4 at Snowbird

Wendy Holliday will be speaking at this conference. The “Assessing Learning Outcomes” link follows:

http://www.ala.org/ala/mgrps/divs/acrl/events/national/2011/papers/harmonic_convergence.pdf.

The keynote speaker at this event will be the Vice President of the Lumina Foundation.

Discussions will be on the introduction of Degree Qualification Profiles (DQP). They focus on the levels of achievement and what should be accomplished by the end of 60 hours and at the end of the student’s bachelor’s or master’s degree. Registration information for the Educated Persons Conference is located at the following link: <http://www.higheredutah.org/what-is-an-educated-person-conference-round-xiv/>

Presidential task Force on Curriculum Report

The purpose of this task force is to look at curriculum and figure out how to make it more efficient and effective. This will help with staffing, retention and graduation. John Mortensen stated that the undergraduate enrollment has increased by more than 400 from last year’s numbers. Enrollment is just under 15,100 with 3100 new freshman. Thanks to everyone who helped find seating for the incoming freshman.

Summer School Program

Norm has submitted a proposal for a General Education summer school program. This effort will help alleviate the bottlenecks with fall classes by funneling students to summer. A unitary summer General Education program is needed to prevent scheduling conflicts and improve course availability. The students should be able to take classes back to back without any overlapping. The question was asked – “what about financial aid for summer?” Usually financial aid is for two semesters. Summer school could cause some problems in this area. Advising will check into this issue.

Tuning

Utah has received more money from the Lumina Foundation for Tuning. Dan Coster will be working on Tuning in the Math department and will do this during the fall break. Also included in the Tuning will be Elementary Education, Physics Teaching, and History Teaching.

Majors’ Meetings

The annual Majors’ Meeting will be held September 30 on the campus of the Salt Lake Community College.

Concurrent Enrollment

Ed Jensen has spoken with Norm Jones regarding the oversight/assessing of the USU courses offered through concurrent enrollment. Is oversight the responsibility of the department or the location? Vince Lafferty agreed that this is something that needs to be looked at and we need to understand what the mechanism is for oversight of this issue. Vince will gather the details and give us a clearer picture in order to proceed and make a decision. In order to have this done correctly we need to find experienced teachers who are willing to do the oversight. Vince will be prepared to discuss at the next meeting.

Meeting Adjourned

Next Meeting – October 18, 2011 @ 8:30 a.m. in Champ Hall

Norm Jones moved to approve the business of the General Education Subcommittee. Richard Mueller seconded; motion carried.

III. Other Business

Richard Mueller moved to approve the request from the Utah Science Technology and Research initiative (USTAR) Applied Nutrition Research Team in partnership with the College of Agriculture requests the permission to create the Center for Human Nutrition Studies. Nancy Mesner seconded; motion approved. (see below)

Tanner Wright moved to approve the request from the Mechanical and Aerospace Engineering Department to establish the Nuclear Engineering Research Center. Brett Healy seconded; motion approved. (see below)

An update on the revised EPC website was given my Michele Hillard, Provost Office. The following navigation links will be included in the website: EPC home, membership with terms, meeting schedule and deadlines, EPC subcommittees, policies, forms, R401 templates, proposal submissions, submission guide, flow chart, instructions and practical advice, tips, timelines and deadlines, tracking system, notification of process for your proposal, and contact information and much more. This revised website may be live by November 3, 2011.

Meeting adjourned 3:55 p.m.

Larry Smith conducted the meeting.

Cathy Gerber recorded the minutes.

Institution Submitting Proposal: Utah State University

College, School or Division in Which Program/Administrative Unit Will Be Located: College of Agriculture

Department(s) or Area(s) in Which Program/Administrative Unit Will Be Located:
Department of Nutrition, Dietetics and Food Science

Program/Administrative Unit Title: Center for Human Nutrition Studies

Proposed Beginning Date: January 1, 2012

Institutional Signatures (as appropriate):

Raymond T. Coward, Chief Academic Officer: _____

Noelle Cockett, Dean, College of Agriculture: _____

Charles Carpenter, Head, NDFS Department: _____

A Proposal to Create a Center to Support Collaborative Research for Human Nutrition Studies

Section I: Request

The Utah Science Technology and Research initiative (USTAR) **Applied Nutrition Research Team** in partnership with the **College of Agriculture** requests permission to create the “**Center for Human Nutrition Studies**” at Utah State University. The establishment of this Center would provide the organizational structure and logistic support for Utah State University research scientists with interests in conducting clinical studies with an emphasis on nutrition. The Center, with a core staff consisting of an experienced clinical researcher, community interventionist, research dietitian, clinic coordinator, laboratory research associate and support staff, coupled with an outstanding clinical facility and research kitchen, would serve as a resource to Utah State University researchers in efforts to secure extramural research funding and industry contracts and partnerships. The Center would also provide opportunities to both undergraduate and graduate students and postdoctoral fellows to gain experience in the design and conduct of human nutrition clinical studies.

Section II: Need

The Utah Science Technology and Research initiative (USTAR) has provided, through financial and infrastructure support, a unique opportunity at Utah State University to conduct high-impact clinical nutrition research. To the best of our knowledge, no similar facility/center exists within Utah. Given the economic importance of the natural products/dietary supplements industry in Utah and the increasing demand of both federal agencies and consumers to demonstrate product efficacy, the proposed Center would provide a much needed resource within the state in support of this industry. Designation of this resource as a “Center” would increase its visibility and facilitate marketing of its capabilities to the natural products/dietary supplements industry in Utah as well as large national and international food companies. Further, inclusion of the proposed center name on publications would further enhance its visibility, establish its credibility, and garner a favorable reputation under an identifiable entity. This would all support efforts to attract additional sources for contract research and partnerships and facilitate the obtainment of extramural grant support.

Section III: Institutional Impact

The proposed Center would provide new opportunities for research experience in the area of human nutrition for faculty and both undergraduate and graduate students. The organizational structure and branding will enhance extramural funding for faculty and serve as a recruiting tool for graduate students interested in human nutrition research and education. The “Center for Human Nutrition Studies” would be managed by the USTAR Applied Nutrition Research Team in conjunction with the Department of Nutrition, Dietetics and Food Science and under the administrative oversight of the College of Agriculture. No new physical facilities or modifications to existing facilities will be required. Personnel and equipment required to create this center and implement its programs are already in place.

Section IV: Finances

Funding for the Center would be primarily supported by extramural funding in the form of federal grants and industry contracts with additional initial support from funds provided to investigators from the USTAR program. No budgetary impact on other programs or units within the institution is anticipated.



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DATE: September 21, 2011

TO: Raymond Coward
Executive Vice President and Provost

FROM: Noelle Cockett *Noelle E. Cockett*
Dean, College of Agriculture

SUBJECT: Request to create the Center for Human Nutrition Studies

I would like to request that the *Center for Human Nutrition Studies* be created at Utah State University, as described within the attached R401. This proposal has been prepared by Michael Lefevre, USTAR Professor, and reviewed and approved by David Clark, Executive Director for the USTAR Applied Nutrition Research (ANR) Team. I am fully supportive of this proposal.

We believe that the creation of this Center will be instrumental in efforts to “market” ANR capabilities to both potential collaborators at USU and industry partners across the state and country.

Please let me know if additional information is needed.

Cc: M. Lefevre, USTAR Professor, NDFS Department
C. Carpenter, Head, NDFS Department
D. Clark, Executive Director for USTAR ANR



Office of the Dean
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Logan, UT 84322-4100
Phone: (435) 797-2775
Fax: (435) 797-2769

September 29, 2011

Subject: Nuclear Engineering Research Center (NERC)

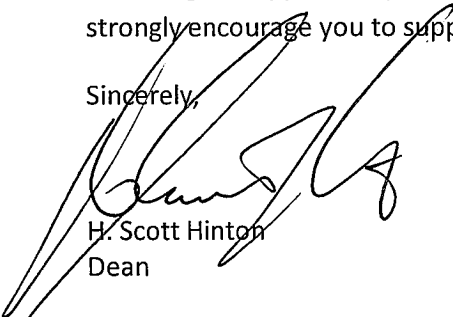
To Whom It May Concern:

I would like to offer my strong support for the Nuclear Engineering Research Center (NERC) that is being proposed in the Mechanical and Aerospace Engineering department. This successful research thrust has resulted from a close collaboration with the Idaho National Lab (INL) where MAE faculty have played a significant role in developing both measurement technologies and modeling capabilities for the thermal and mechanical properties of fuels and materials. This research effort has now evolved to the point that it needs to be formalized as an official research center where it can expand to meet the needs of the nuclear power industry.

I would also like to offer my strong support to both Dr. Heng Ban, who will serve as the Director, and Dr. Barton Smith, as the Co-Director. These are both highly productive faculty members that are committed to excellence and the success of this research center.

This is a great opportunity for USU to play a larger role in the creation of tomorrow's energy resources. I strongly encourage you to support the formation of the Nuclear Engineering Research Center.

Sincerely,



H. Scott Hinton
Dean

Nuclear Engineering Research Center (NERC)

Proposal to Establish a Center

Faculty Participants

Heng Ban, Associate Professor, MAE
Aaron Katz, Assistant Professor, MAE
Leijun Li, Associate Professor, MAE
Ling Liu, Assistant Professor, MAE
Barton Smith, Associate Professor, MAE
Robert Spall, Professor, MAE
Wenbin Yu, Associate Professor, MAE

1. Request

The Mechanical and Aerospace Engineering (MAE) Department within the College of Engineering at Utah State University (USU) requests authorization to establish the Nuclear Engineering Research Center (NERC) as a nuclear research collaboration in MAE with multidisciplinary growth potential. The Center's goal is to enhance visibility and credibility and to assemble equipment and expertise as resources to secure USU's long-term position as a competitive contributor in nuclear engineering research and education. Because USU does not have an official nuclear engineering program, NERC will enhance the reputation of USU's nuclear energy research. Dr. Heng Ban will serve as the Director and Dr. Barton Smith as the Co-Director. The Center will utilize resources and facilities in research laboratories within MAE and available generally at USU.

2. Need

USU has established itself in two primary areas of nuclear engineering research: (1) materials thermal and mechanical performance (e.g., measurement technologies and modeling capabilities for fuels and materials thermal and mechanical properties) and (2) thermal hydraulic numerical model validation (e.g., development as well as validation and verification of thermal hydraulic models for advanced nuclear power generation and safety analysis). In thermal hydraulic model validation for reactor design, USU has significant expertise in flow measurement and collaborates closely with Idaho National Laboratory (INL) researchers. In addition, the experiment-computation team at USU has demonstrated a nationally recognized ability to generate important insight into reactor safety analysis. USU has developed world class expertise in these and other areas and enjoys as close ties with INL-corresponding programs as any other US university.

The center will allow USU to further capitalize on its growing relationships with nuclear industry research and education partners. Notwithstanding recent challenges, including federal budget crises and the recent tsunami induced Fukushima nuclear accident, nuclear energy has remained favored within the current Administration, and funding programs concerned with nuclear energy (i.e., DOE, NRC) have fared well through federal budget trimming. NERC will

pursue new technologies as the nuclear industry rises to the opportunities (e.g., small modular reactors, spent fuel storage) presented by these recent challenges. NERC will also aggressively work to enhance USU researchers' industry collaborations.

USU has grown rapidly in nuclear engineering research and enjoys support from administrators, industry partners, and INL. MAE faculty members exhibit considerable strength in several nuclear engineering areas and are engaged in funded or proposed research on nuclear fuels, thermophysical property and instrumentation, thermal hydraulics, high-temperature materials, turbulence modeling, welding, efficient high-fidelity modeling of thermo-mechanical properties of nuclear materials and structures, and other nuclear-related topics. MAE faculty members are active in the Department of Energy's (DOE) Nuclear Engineering University Programs (NEUP) and the Nuclear Regulatory Commission's (NRC) research and education programs. Supported nuclear research in MAE totals more than \$3.5M, which includes research and development, faculty development, student scholarships and fellowships, and facility support. USU's President, Commercialization and Regional Development Vice President, College of Engineering Dean, and MAE faculty have all cultivated promising ties with DOE and INL officials—with potential for further growth. With this relationship building and growth in faculty expertise follows a need to further establish and expand USU's core research capability and expertise to meet research and education demand in nuclear energy—and to reinforce USU's position as a research partner and workforce incubator for the industry.

NERC Vision

- NERC will become an internationally recognized leader in the R&D of measurement tools for fuels and materials thermal and mechanical properties as well as thermal hydraulic model development and validation and verification.
- NERC will become a nationally recognized leader in educating nuclear engineering students, and its faculty will be internationally recognized for scholarship in nuclear research and education.

NERC Mission

- NERC will develop and disseminate the knowledge and understanding of measurement science and technology in materials thermal and mechanical properties, structure-property-processing-performance relationships for nuclear materials and fuels, and development and validation and verification of thermal hydraulic models.
- NERC will seek out new research and funding opportunities along the cutting edge in nuclear engineering research and development.
- NERC will educate and prepare students for nuclear engineering research and careers in the growing nuclear energy sector.

3. Institutional Impact

The proposed Center will enhance USU's reputation in nuclear energy research, which will help attract top-tier graduate students and impact MAE's graduate enrollment. As NERC's visibility grows and as it realizes its vision and mission, more MAE undergraduate students will also likely enroll in the MAE BS program (analogous to what MAE has seen with its aerospace emphasis). In addition to elevating both enrollment and student quality, NERC's visibility will also come to

play a significant role in further strengthening MAE researchers' credibility as they write increasingly competitive proposals for external funding.

The Center will be affiliated with MAE in the College of Engineering, and no changes in MAE faculty or staff will be required. The Center will utilize the existing physical facilities located in current research laboratories. Equipment and instrumentation for the Center will be provided through contracts and grants and through industry contributions.

4. Finances

Figure 1 illustrates the Center's initial organization. No State funds are requested for the Center's establishment; the Center will focus on building from the existing base of extramural funding currently active in MAE. The faculty members involved in the Center believe its establishment, even without initial State funding, has strategic exigency. Though public opinion for nuclear may have waned recently, federal support and enthusiasm for the industry have not. As nuclear remains an integral part of the nation's energy portfolio, NERC will keep USU pro-actively engaged. NERC's establishment will create the Center's foundation, upon which later organizing phases can be incorporated that will pursue funding (as nuclear energy regains a more positive profile) for operational expenses, equipment, and USU/INL joint appointment faculty positions.

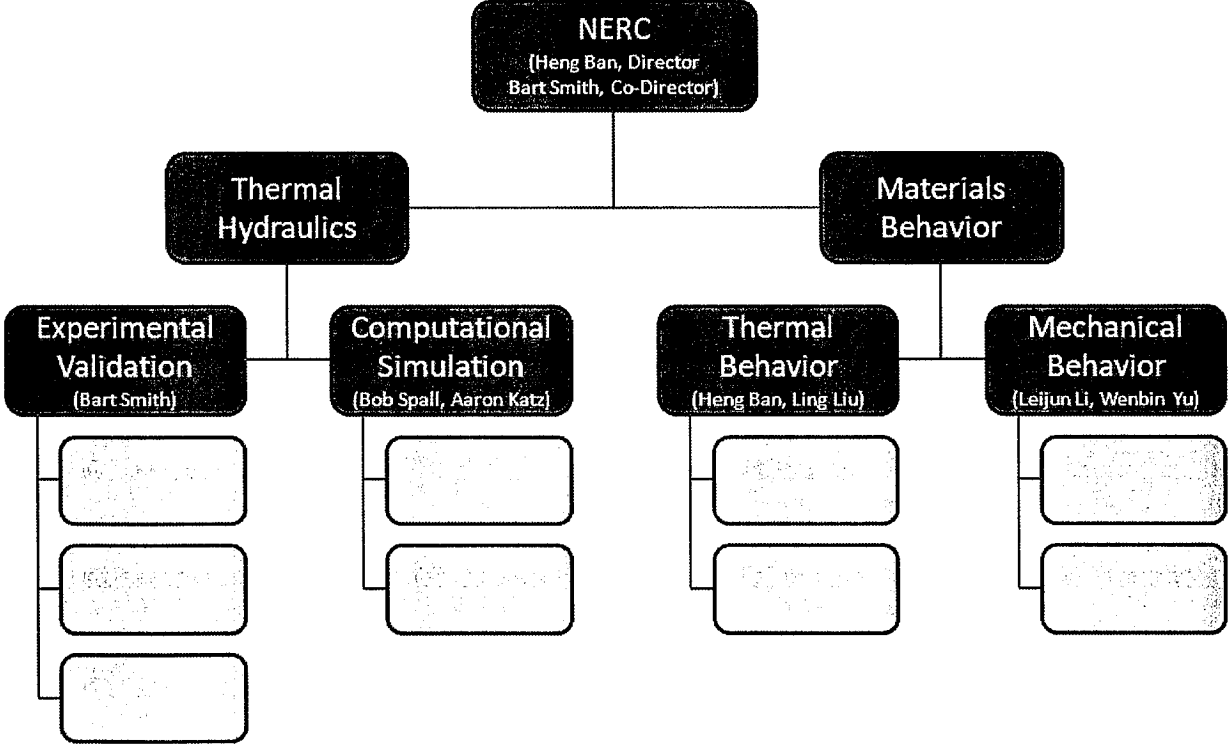


Figure 1. Nuclear Engineering Research Center (NERC) initial organization