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Educational Policies Committee Minutes, November 5, 2009

Utah State University

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EDUCATIONAL POLICIES COMMITTEE MINUTES
5 November 2009

A meeting of the Educational Policies Committee was held on 5 November 2009 at 3 p.m. in Old Main 136 (Champ Hall Conference Room).

Present:
- Ed Reeve, Chair (representing Larry Smith)
- Scot Allgood, Academic Standards Subcommittee Chair (representing David Hole)
- Ed Reeve, Curriculum Subcommittee Chair and Engineering
- Richard Mueller, General Education Subcommittee Chair (representing Norm Jones)
- Scot Allgood, Emma Eccles Jones College of Education and Human Services
- Paul Grossl, Agriculture (representing David Hole)
- David Olsen, Business
- Ed Glatfelter, HASS
- Richard Mueller, Science
- Ronda Menlove, Regional Campuses and Distance Education
- Susan Crowley, Graduate Council
- Cathy Gerber, Registrar’s Office
- Bill Jensen, Registrar’s Office

Absent:
- Nancy Mesner, Natural Resources
- Erin Davis, Libraries
- Rick Kelly, Graduate Student Senate President
- Ben Croshaw, Academic Senate President

I. Minutes of the 1 October 2009 meeting
David Olsen moved to approve the minutes of the 1 October 2009 meeting. Scot Allgood seconded; motion carried
II. Subcommittee Reports

A. Curriculum Subcommittee

Ed Reeve reviewed the Curriculum Subcommittee business.

All courses were approved.

The request from the Health, Physical Education and Recreation Department to change the name of the Teaching emphasis to the Physical Education Teaching emphasis under the BS Human Movement Sciences degree was approved.

The request from the Nutrition, Dietetics and Food Sciences Department to discontinue the Culinary Arts/Food Service Management option (CS/FSM) in the BS degree in Nutrition, Dietetics and Food Sciences was approved.

The request for an Exception for BA in Family Life Studies was approved.

Scot Allgood moved to approve the business of the Curriculum Subcommittee. David Olsen seconded; motion carried.

B. Academic Standards Subcommittee

Academic Standards Committee Meeting Minutes
15 October 2009 2:30 pm 113 FL
Convened 2:30 pm, Adjourned 3:25
Attendees: Chris Call, John Mortensen, Susan Haddock, Scot Allgood, and David Hole

Agenda items:

Second Bachelors Degree:
Information item regarding students registering for a second bachelor degree. Students register for a new endorsement when returning to take additional coursework in the same or similar major after earning a bachelor degree.

Academic Standing Policy:
Current academic standing is based on cumulative GPA. The registrar’s office is working on a proposal that will change to a semester basis. The latest iteration of the academic standing proposal was reviewed. The only significant change in this newest proposal involved using attempted hours instead of earned hours when determining academic standing. It was suggested to leave the standing field blank instead of utilizing the "good standing at risk" phrase. No action proposed at this time.

Study Abroad Grades:
Information regarding students not completing a study abroad course. A consistent policy is
needed that takes into account the challenges of study abroad courses taken through USU. It was suggested that an expanded drop policy would provide flexibility for students who do not complete the course but would make sure that the registration for the course is still tracked and appears on the transcript as a “W”. No action proposed at this time.

Repeat Policy:
USU uses the last course grade when courses are repeated and many other universities use the best course grade for repeated courses. The merits of both methods were discussed and further feedback from associate deans and advisors was recommended.

Associate Degree Policy & CEU:
The merger with CEU will require a significant effort in reconciling differences in academic policies and procedures. No action is proposed at this time regarding the associate’s degree policy.

David Olsen moved to approve the business of the Academic Standards Subcommittee. Richard Mueller seconded; motion carried.

C. General Education Subcommittee

Meeting Minutes
October 20, 2009 - 8:30 a.m.
Champ Hall Conference Room #136

Present: Norm Jones, Chair; Larry Smith, Provost Office; Kathy Chuboda, Business; Carolyn Cárdenas, Creative Arts; Tyler Tolson, Student Rep; Dan Coster, Quantitative Literacy; Charlie Huenamann, HASS; Nancy Mesner, Natural Resources; Roland Squire for John Mortensen, Registrar’s Office; Brock Dethier, HASS English; Shelley Lindauer, Education; Wendy Holliday, Libraries; Christie Fox, Honors; Craig Peterson, American Institutions; Vince Lafferty, Regional Campuses; Dick Mueller, Science; Brian McCuskey, Humanities; Kim Doyle, Secretary.

Absent: Janet Anderson, Agriculture; Donald Cooley, Computer and Information Literacy; Rhonda Miller, Agriculture, ASTE; Ryan Dupont, Life and Physical Sciences; Stephanie Hamblin, University Advising; Mary Leavitt, HASS Advising Center; Wynn Walker, Engineering.
I. Minutes of September 15, 2009 were approved unanimously

II. Course Approval
   a. HONR 3030 (DSS) – Pending
   b. SPCH 4200 (DSS) – Pending
   c. COMD 3100 (DSC) – Ryan Dupont - Pending
   d. APEC 5015 (QI) – Dan Coster - Approved
      • QI Approved/CI Pending

III. Other Business
   a. Expiration date for Gen Ed Courses:
      • Norm Jones asked for policy direction on the articulation of antique general education credits, citing several examples of courses from the 1970’s and 80’s being accepted for lack of a policy on general education courses. After a discussion of the issue the Committee voted unanimously to impose a 15 year shelf life on courses articulated for general education. Those wishing to use credits older than that may appeal to the Chair of the General Education Committee.

      • Roland Squire drafted the following policy language to be sent to advisers:
        “The Gen Ed Committee has approved setting a limit of 15 years on Gen Ed Courses that are automatically accepted. Courses older than 15 years will require a petition with proper justification to the Gen Ed Committee to be considered for approval. The committee felt that the 7 year limit was too short for Gen Ed Courses but they also felt that courses older than the 15 years needed some review before considering them for acceptance.”

   b. Educated Person’s Conference
      Norm reminded the committee of the statewide General Education conference, Oct, 30, 2009 at Utah Valley University. The topic is Metarubrics and the USHE: Knowing What We Really Teach. He urged their attendance. Larry Smith confirmed that the Provost would pay for those attending.

   c. Visit of the Reaccreditation team
      • Gen Ed is being represented by selected members of the committee, who will meet with the accreditor. In the last reaccreditation USU received a “recommendation” because the Team believed that there was a shortage of seats in General Education. This has been addressed by the “Gen Ed Swat Team,” which includes Larry Smith, John Mortensen, and the Chair of General Education. The Registrar provides frequent enrollment updates and seats are added as needed. Memoranda of Understanding have been developed with Biology and History to ensure predictable staffing in heavy use areas.

      • In relation to this, Norm requested that College representatives inform their deans of his concern that there will be a shortage of Gen Ed courses next year because of staff reductions. He would like to be informed of cuts in gen ed offerings as
soon as possible. A discussion of RCDE course availability ensued. Vince Lafferty and Roland Squire explained that all sections of courses, no matter how they are taught, will be displayed commonly, as soon as it can be worked out how to ensure that the students know the delivery method for each. The fees for RCDE courses can be waived for Logan Campus students, but it is currently done by hand entry.

- Craig Peterson noted that the Reaccreditation team is very interested in Gen Ed assessment. Craig suggested that Norm talk about Lumina project with the visitor. He also suggested we inform her of our examination of CIL test and explain what this committee does. He reported that the AAA office will be choosing a value added exam to administer to USU students in the near future. Norm suggested that AAA should consult the Gen Ed Committee about the exam.

d. Appointment of new Chair for Social Sciences Subcommittee
   Roberta Herzberg was nominated. She has accepted.

e. Computer Information Literacy Survey has had a good return. Don Cooley will report on the findings at the Nov. 17 meeting.

IV. Next Meeting – November 17, 2009

Scot Allgood moved to approve the business of the General Education Subcommittee. David Olsen seconded; motion carried.

III. Other Business

Scot Allgood moved to approve the nomination of John Barton, faculty member at the USU Uintah Basin Regional Campus, for membership in the USU Academic Standards Committee to represent the Regional Campuses and Distance Education unit. Richard Mueller seconded; motion carried.

Meeting adjourned at 3:40 p.m.
Ed Reeve conducted the meeting.
Cathy Gerber recorded the minutes.