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EDUCATIONAL POLICIES COMMITTEE MINUTES
3 April 2008

A meeting of the Educational Policies Committee was held on 3 April 2008 at 3 p.m. in Old Main 136 (Champ Hall Conference Room).

Present: Steve Hanks, Chair
Ed Reeve, Curriculum Subcommittee Chair and Engineering
Ed Reeve, Academic Standards Subcommittee Chair (representing Scot Allgood)
David Hole, Agriculture
David Olsen, Business
Eddy Berry, HASS
Richard Cutler, Science and Graduate Council
Jennifer Duncan, Libraries (representing Erin Davis)
Bill Strong, Regional Campuses and Distance Education (representing Ronda Menlove)
Norm Jones, General Education Subcommittee Chair
Adam Fowles, Graduate Studies VP (representing Jeri Brunson)
Cathy Gerber, Registrar's Office
Roland Squire, Registrar's Office

Absent: Scot Allgood, Education and Human Services
Nancy Mesner, Natural Resources
Peter McChesney, ASUSU President
Kevin Abernethy, ASUSU Academic Senate President

Visitors: Ray Coward, Provost
Gary Straquadine, Agriculture
John Mortensen, Registrar's Office
Jessica Hansen, Registrar's Office
John Johnson, Management Information Systems
Tyler Bowles, Economics Department
Chris Lewis, Economics Department
Paul Jakus, Economics Department
Dillon Feuz, Economics Department
Vijay Kannan, Business Administration Department
Alan Stephens, Business Administration Department
Brian Atwater, Business Administration Department
Cathy Hartman, Business Administration Department
Michael Parent, Business Administration Department
Norma Richards, Business Administration Department

I. Minutes of the 6 March 2008 meeting

Eddy Berry moved to approve the minutes of the 6 March 2008 meeting. Norm Jones seconded; motion carried.

II. Subcommittee Reports

A. Curriculum Subcommittee

Ed Reeve reviewed the Curriculum Subcommittee business. All courses were approved with the following changes and additions: NFS 1000, course description change added, SPED 7080 will not be dual listed with REH 7080, and the university studies designations: FCHD 1010-BSS, WGS 1010-BSS and WILD 3300- CI.

The request from the College of Education and Human Services to change the Human Development emphasis in the Family, Consumer, and Human Development major to Child Development was approved.

The request from the College of Agriculture to offer a Bachelor of Science in Residential Landscape Design and Construction within the Department of Plants, Soils and Climate was approved.

The request from the College of Agriculture and the Huntsman School of Business to dissolve the existing Department of Economics and create two new departments: The Department of Applied Economics in the College of Agriculture and the Department of Economics and Finance in the Huntsman School of Business was approved

The request from the Jon M. Huntsman School of Business to restructure departments within the school was tabled until April 10, 2008. Some of the concerns were: ownership, management of curriculum, synergies, policy and procedure, an organizational chart, and why the urgency.

The request from the College of Engineering to offer an Engineering Education Doctoral Program was approved.

The request from the College of Education and Human Services to change the name of the Department of Instructional Technology to the Department of Instructional Technology and Learning Sciences was approved.

The Regional Campuses and Distance Education classes that will be delivered via technology for the upcoming Summer 2008 and Fall 2008 semesters were an information item only.

Ed Reeve was elected as chair of the Curriculum Subcommittee for the 2008-09 year.

Bill Strong moved to approve the business of the Curriculum Subcommittee. Norm Jones seconded; motion carried.

B. Academic Standards Subcommittee

March 20, 2008 3 p.m.
Snow Room, Family Life Building 113

The meeting was called to order by Kathryn Turner at 3 p.m.

Attendance: Kathryn Turner, John Mortensen, Ed Reeve, Janis Winkler, Megen Ralphs, David Hole, Dwight Israelsen, Pam Dupin-Bryant (in Tooele)

The minutes from the last meeting held on February 14, 2008 were approved.

Agenda Items:

1. Provisional Admission. John Mortensen led the discussion about needed changes in the Catalog clarifying Provisional Admission. His handout (2 pages) included proposed policies. After discussion of the Provisional Admission information, the motion was approved.
2. Extensions in Yearlong Courses. John Mortensen will collect more data and bring this up at a future meeting.

Kathryn Turner adjourned the meeting at 3:30 p.m.

Next meeting: Thursday, April 10, 2008

Norm Jones moved to approve the business of the Academic Standards Subcommittee. Eddy Berry seconded; motion carried.

Additional information: Steve Hanks will form a special task force to write the code for the Academic Misconduct and recommended procedures.

C. General Education Subcommittee

Meeting Minutes

March 4, 2008 - 8:30 a.m.

Champ Hall Conference Room

Present: Norm Jones (Chair), Steven Hanks, Phebe Jensen, Wynn Walker, Nancy Mesner, Richard Mueller, Cathy Hartman, Gary Straquadine, Vince Lafferty, Richard Cutler, Tom Peterson, Jeff Smitten, Rob Barton, Stephanie Hamblin, Mary Leavitt, John Mortensen, Rhonda Miller

Absent: Shelley Lindauer, Wendy Holliday, Peter McChesney, Tyler Bowles, Ryan Dupont, Christie Fox

I. Approval of Minutes

Richard Cutler motioned that the minutes of February 5, 2008 be approved as submitted. Tom Peterson seconded the motion. The motion carried unanimously.

II. Course Approvals

- a. ARTH 4510 – CI Withdrawn
- b. ARTH 4610 – CI Approved
- c. ARTH 4620 – CI Withdrawn
- d. ARTH 4630 – CI Withdrawn
- e. ARTH 4720 – CI Approved
- f. SPAN 3510 – CI Pending
- g. WILD 3300 – CI Pending
- h. MUSC 3660 – DHA Withdrawn
- i. PORT 3570 – DHA Received correct course outline. Approved.
- j. COMD 3400 – DSC Denied
- k. WGS 1010 – BSS Pending formation of subcommittee
- l. MS 1010 – BSS Pending formation of subcommittee
- m. MS 1020 – BSS Pending formation of subcommittee

III. Syllabus Approval

a. COMD 3400: Acoustics and Anatomy and Physiology of the Ear (D Laws) – Denied. The course is clearly aimed at providing a DSC for ComD majors. The policy states: “Approved 3000-level or above courses must be taken from two of the following three categories: Depth Humanities and Creative Arts (DHA), Depth Life and Physical Sciences (DSC), and Depth Social Sciences (DSS). Each student must select at least one course from each of the two categories which do not include his or her major (e.g., Sociology majors would select one or more 3000-level or above courses from the Depth Humanities and Creative Arts and one or more 3000-level or above courses from the Depth Life and Physical Sciences),” <http://www.usu.edu/universitystudies/requirements/>. The Committee felt that it was inappropriate to make it a DSC. If the department wishes, the Committee would be delighted to look at a proposal for a DSC course accessible to non ComD majors.

IV. Other Business

a. Norm held a BCA 1330 Faculty Meeting yesterday to discuss the report of the committee that was chosen to review all BCA courses. They had a good discussion and appreciated the opportunity to meet together. Most courses were designed ten years ago and everyone agreed it was time to have them reviewed. The instructors will make the recommended changes and submit amended syllabi for review by the BCA committee before their courses are taught again. The BCA faculty supported the suggested amendment to Appendix A of Criteria for Approved Breadth Courses: Creative Arts.

Recommended addition to the Criteria for department-specific courses:

Content: **The course will utilize examples and illustrations from a variety of media, for instance, theater, music, literature, dance, painting, sculpture, architecture, attire, and interior design.**

Issues to be addressed include: “What is art?” and “What functions do the arts serve?” The course will also consider the specific fine, applied, or performing art in its historical and social context **and among varying cultures.**

Tom Peterson moved that the suggested changes be accepted. Richard Cutler seconded the motion. The motion carried unanimously.

Norm expressed the need to establish a database of names for future breadth course reviews. He asked that committee members email him with any suggested names.

b. Math 1060 (trigonometry) as a QL course. It has been brought to the attention of the Board of Regents that there is an inconsistency on whether a prerequisite is required for Math 1060, whether it meets the QL requirements, and whether it is a 2 or 3 credit course. Norm asked Richard Cutler to seek the recommendation of his colleagues and we will discuss it again next month. Comments will be welcome from anyone. He also asked Steve Hanks to talk to Weber State to see how well it is working to use a philosophy course as a QL requirement.

c. Statewide Outcomes Discussion. The Regents Task Force on General Education is revising the general education outcomes in the Regents’ policy. There will be a series of gen ed area meetings. The Task Force is particularly concerned about receiving input from Social Sciences and Humanities. If you are invited to attend, please participate.

d. Social Sciences Subcommittee. We are getting behind in our reviews because Norm is having a hard time finding someone to Chair the subcommittee. He asked for a volunteer, but no one accepted. He will meet with Cathy Hartman, Joe Tainter, Roberta Herzberg, and Bonnie Glass-Coffin after spring break to explain their duties on the subcommittee and select the Chair. In the meantime, they will be sent several requests for course approvals to read before the meeting.

e. John Mortensen stated that Associate degrees from California are being articulated, but some of the USU criteria have not been met in them. He asked that the articulation of Associate degrees be placed on the agenda for next month.

V. Next Meeting. The meeting adjourned at 9:11 a.m. The next meeting will be held on Tuesday, April 1, 2008, at 8:30 a.m.

GENERAL EDUCATION SUBCOMMITTEE

Meeting Minutes

April 1, 2008 - 8:30 a.m.

Champ Hall Conference Room

Present: Norm Jones (Chair), Phebe Jensen, Richard Mueller, Cathy Hartman, Gary Straquadine, Wendy Holliday, Vince Lafferty, Tyler Bowles, Richard Cutler, Rhonda Miller, Tom

Peterson, Jeff Smitten, Christie Fox, Stephanie Hamblin, Susan Parkinson (for Mary Leavitt), and John Mortensen

Absent: Steven Hanks, Wynn Walker, Shelley Lindauer, Nancy Mesner, Peter McChesney, Ryan Dupont, and Rob Barton

I. Approval of Minutes

Dick Mueller motioned that the minutes of March 4, 2008, be approved as submitted. The motion was seconded by Tom Peterson and was unanimously approved.

II. Course Approvals

- a. SPAN 3510 – CI Pending
- b. WILD 3300 – CI Approved
- c. WGS 1010 – BSS Approved
- d. MS 1010 – BSS Denied because it is not offered to all students
- e. MS 1020 – BSS Denied because it is not offered to all students
- f. FCHD 1010 – BSS Approved
- g. ID 3730 – QI Pending

III. Syllabus Approval

- a. None

IV. Other Business

a. **Articulation of Associate Degrees from California.** John Mortensen distributed a revised Transfer Credit Guidelines sheet dated February 19, 2008. He requested approval to phase out all California institutions on the list because some California schools have waived some of their general education credits, making them deficient in the USU system. The proposed phase out date is Summer 2009 (not Fall 2009 as listed on the handout).

Dick Mueller suggested removing the list now and state that all transcripts will be reviewed on a case-by-case basis for all transfer students from non-Utah schools. John agreed. Dick Mueller moved that effective Summer 2009 we cease listing Associate degrees for anyone outside of Utah and that we continue requiring CIL credits for all non-Utah schools. We will also add a statement that says when an Associate's degree is posted on their USU transcript we accept it. Richard Cutler seconded the motion. The motion carried.

When we meet again in September we will need to decide whether to continue requiring CIL credits from all non-Utah schools or to waive the requirement if they have met all other requirements and have their Associate's degree.

b. Teaching Sustainability within the GE Curriculum. Dick Mueller reminded everyone that last year President Albrecht signed a Climate Commitment resolution which stated that we would have an action plan to make climate neutrality part of curriculum within the next two years. We are mandated to have an institutional action plan by Spring 2009. Suggestions for incorporation include: integration into the connections program, including it as a breadth and/or depth requirement, adding a sustainability designation and require it for graduation, adding a USU designation but make the courses optional. Everyone agreed that sustainability needed to be defined and then we should determine how much is already being taught in the classrooms. Dick stated that his committee would work on that this summer and bring it back to Gen Ed Subcommittee for their review in the fall. It was suggested that the graduation survey might be a good way to gauge what students are already being taught. Please discuss this issue with your colleagues and get their feedback on how they feel it should be incorporated into the curriculum.

c. Election of 2008-09 Chair. Richard Cutler moved that Dick Mueller serve as the General Education Subcommittee Chair for 2008-09. Vince Lafferty seconded the motion and it was unanimously approved.

d. Change in Meeting Dates. It was proposed that our meetings be held earlier in the month so there is time to submit our agenda items for the Curriculum and EPC agenda. Tom Peterson moved that the General Education Subcommittee meetings be moved to the third Tuesday of each month at 8:30 a.m. Rhonda Miller seconded the motion and it was unanimously approved.

V. Next Meeting. The meeting adjourned at 8:50 a.m. The next meeting will be held on Tuesday, September 16, at 8:30 a.m. in Old Main, Champ Hall Conference Room #136.

Eddy Berry moved to approve the business of the General Education Subcommittee. Richard Cutler seconded; motion carried.

III. Other Business

David Olsen moved to open the agenda to hear policy and procedural issues concerning the restructuring of the Huntsman School of Business. Richard Cutler seconded; motion carried.

Some of the following concerns were: what is the impact on faculty, clarification of strategic direction, programmatic objectives, lack of communication, policies and procedures not being followed, (Policies 406.1, 406.2 sub paragraph 1, 406.2 sub paragraph 2), what is the urgency, space issue, need to see more planning, and should the Budget, Faculty and Welfare committee take a closer look at this?

Bill Strong moved to approve the request that written information be submitted, from those questioning and those advocating the departmental restructuring of the Huntsman School of Business, to Steve Hanks by Tuesday, April 8, 8:00 am, in Word format. A tentative meeting will be held on Thursday, April 10, 2008 at 3:00pm. More information will be coming on the next meeting. Curriculum and program information will be directed to the Curriculum Subcommittee and procedure and policy information will be directed to the Educational Policies Committee. David Hole seconded; motion carried.

Meeting adjourned at 4:40 p.m.
Steve Hanks conducted the meeting.
Cathy Gerber recorded the minutes.