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## Curriculum Subcommittee Agenda, September 6, 2012

Utah State University

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**CURRICULUM SUBCOMMITTEE AGENDA  
6 September 2012**

A meeting of the Curriculum Subcommittee of the Educational Policies Committee will be held on 6 September 2012 at 2 p.m. in Old Main 136 (Champ Hall Conference Room).

Approval of the minutes of the 5 April 2012 meeting (see below)

**College of Agriculture**

**Department of Agricultural Systems Technology and Education**

Title Change, Credit Hour Change, Course Description Change

ASTE 3100	Personal Leadership in Agriculture Previously Leadership Applications in Agricultural Science, Management and Development, 2 cr. Effective Spring 2013	3 cr.
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**Department of Landscape Architecture and Environmental Planning**

New Course

LAEP 4150	Field Studio Experience Prerequisites: LAEP 3500, 3600, and 3610 or permission of instructor Effective Spring 2013	3 cr.
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LAEP 4930	Preparing for the Landscape Architect Registration Examination Prerequisite: Must be LAEP senior; LAEP 4910 (may be taken concurrently) or permission of instructor Effective Spring 2013	2 cr.
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LAEP 6130	Preparing for the Landscape Architecture Registration Examination Prerequisite: Must be LAEP graduate student; LAEP 6160 (may be taken concurrently) or permission of instructor Effective Spring 2013	2 cr.
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Title Change, Course Description Change

LAEP 3120	Land Planning for Residential Development Previously Residential Planning and Design Effective Spring 2013	5 cr.
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Title Change

LAEP 6320	Land Planning and Design for Community Development Previously Residential Planning and Design Effective Spring 2013	5 cr.
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Credit Hour Change			
LAEP 2700	Site Analysis: Social, Behavioral, and Biophysical Dimensions	4 cr.	
	Previously 5 cr.		
	Effective Spring 2013		
LAEP 6270	Site Analysis: Social, Behavioral, and Biophysical Dimensions	4 cr.	
	Previously 5 cr.		
	Effective Spring 2013		
Title Change, Credit Hour Change, Course Description Change			
TEAL 4910/6160	Communication and Leadership in Professional Practice	3 cr.	
	Previously Professional Practice I, 1 cr.		
	Effective Spring 2013		

### **Caine College of the Arts**

#### **Department of Art and Design**

##### University Studies Request

ARTH 3510	Islamic Visual Cultures	3 cr.	
	University Studies Designations: CI/DHA		
	Effective Spring 2013		
ARTH 3630	Medieval Art	3 cr.	
	University Studies Designation: CI/DHA		
	Effective Spring 2013		
ARTH 3740	Modern Art	3 cr.	
	University Studies Designation: CI		
	Effective Spring 2013		
ARTH 4750	Twentieth Century Art	3 cr.	
	University Studies Designation: CI		
	Effective Fall 2012		

### **Huntsman School of Business**

#### **Department of Management**

##### Prerequisite Change

MGT 3520	New Venture Management	2 cr.	
	Prerequisites: MGT 3510, Admittance to a USU major, cumulative GPA of 2.67 or higher, completion of at least 40 credits		
	Effective Spring 2013		
MGT 3540	New Venture Financing	2 cr.	
	Prerequisites: MGT 3510, Admittance to a USU major, cumulative GPA of 2.67 or higher, completion of at least 40 credits		
	Effective Spring 2013		

**Emma Eccles Jones College of Education and Human Services**  
**School of Teacher Education and Leadership**

Course Description Change

ELED 3100 Classroom Reading Instruction 3 cr.  
Effective Spring 2013

**Department of Communicative Disorders and Deaf Education**

Title Change, Credit Hour Change, Course Description Change

COMD 6120 Adult Language Disorders 3 cr.  
Previously Adult Disorders of Motor Speech and Swallowing, 4 cr.  
Effective Spring 2013

COMD 6810 Voice, Resonance, and Craniofacial Disorders 1-4 cr.  
Previously Disorders of Phonation, 3 cr.  
Effective Fall 2013

Title Change, Course Description Change

COMD 6130 Neural Bases of Communication and Motor Speech Disorders 1-4 cr.  
Previously Neuropathologies of Speech and Language  
Effective Spring 2013

COMD 6140 Dysphagia 1-3 cr.  
Previously Pediatric Neurogenic Disorders  
Effective Spring 2013

**Department of Psychology**

Course Description Change

PSY 3460 Physiological Psychology 3 cr.  
Effective Fall 2012

**College of Engineering**

**Department of Electrical and Computer Engineering**

Prerequisite Change, Course Description Change

ECE 5600 Introduction to Computer Networks 3 cr.  
Prerequisites: ECE 3620 and MATH 5710; or graduate standing  
Effective Fall 2013

ECE 6600 Wireless and Mobile Networking 3 cr.  
Prerequisite: ECE 5600  
Effective Fall 2013

## **Department of Mechanical and Aerospace Engineering**

### **Prerequisite Change**

MAE 5580	Aircraft Design	3 cr.
	Prerequisites: MAE 5500 and MAE 5510	
	Effective Summer 2013	

## **College of Humanities and Social Sciences**

### **Department of English**

#### **Prerequisite Change**

ENGL 3305	Medieval Literary History	3 cr.
	No Prerequisites needed	
	Effective Spring 2013	
ENGL 3315	Early Modern British Literary History	3 cr.
	No Prerequisites needed	
	Effective Spring 2013	
ENGL 3325	Eighteenth-Century British Literary History	3 cr.
	No Prerequisites needed	
	Effective Spring 2013	
ENGL 3335	Nineteenth-Century British Literary History	3 cr.
	No Prerequisites needed	
	Effective Spring 2013	
ENGL 3345	Literary History of the British Isles Since 1900	3 cr.
	No Prerequisites needed	
	Effective Spring 2013	
ENGL 3355	Literary History of the Early Americas	3 cr.
	No Prerequisites needed	
	Effective Spring 2013	
ENGL 3365	Nineteenth-Century American Literary History	3 cr.
	No Prerequisites needed	
	Effective Spring 2013	
ENGL 3375	Literary History of the Americas Since 1900	3 cr.
	No Prerequisites needed	
	Effective Spring 2013	
ENGL 3385	World Literary History Pre-1900	3 cr.
	No Prerequisites needed	
	Effective Spring 2013	

ENGL 3395	World Literary History Since 1900 No Prerequisites needed Effective Spring 2013	3 cr.
ENGL 4300	Shakespeare No Prerequisites needed Repeatable for credit Effective Spring 2013	3 cr.
ENGL 4310	American Writers No Prerequisites needed Repeatable for credit Effective Spring 2013	3 cr.
ENGL 4320	British Writers No Prerequisites needed Repeatable for credit Effective Spring 2013	3 cr.
ENGL 4330	World Writers No Prerequisites needed Repeatable for credit Effective Spring 2013	3 cr.
ENGL 4340	Studies in Prose No Prerequisites needed Repeatable for credit Effective Spring 2013	3 cr.
ENGL 4350	Studies in Poetry No Prerequisites needed Repeatable for credit Effective Spring 2013	3 cr.
ENGL 4360	Studies in Drama/Film No Prerequisites needed Repeatable for credit Effective Spring 2013	3 cr.

## **Department of Languages, Philosophy and Communication Studies**

### New Course

SPAN 3560 Introduction to U.S. Latino/a Culture 3 cr.  
Effective Spring 2013

SPAN 3640 Introduction to U.S. Latino/a Literature 3 cr.  
Prerequisite: SPAN 3040 or permission of instructor  
Effective Spring 2013

### Credit Hour Change, Add Repeatable for Credit

CHIN 3880 Individual Readings in Chinese 1-4 cr.  
Previously 1-2 cr.  
Repeatable for credit  
Effective Spring 2013

### Course Number Change, Course Description Change

CMST/LANG 4330 Communication in a Global Era 3 cr.  
Previously CMST/LANG 2330  
Effective Spring 2013

### University Studies Request

LANG 2100 Languages of the World 3 cr.  
University Studies Designation: BSS  
Effective Spring 2013

## **Department of Political Science**

### New Course

POLS 4462 Intelligence and Covert Action 3 cr.  
Prerequisites: POLS 1100 and POLS 2100  
Effective Spring 2013

POL 4770/6770 Strategic Culture 3 cr.  
Prerequisite: POLS 2100  
Effective Spring 2013

POLS 5300 Cyber Warfare and International Politics 3 cr.  
Effective Spring 2013

POLS 6405 Seminar on Intelligence and Covert Action 3 cr.  
Effective Spring 2013

### Grade Mode Change

POLS 5920 Washington Internship 1-12 cr.  
Change to letter grade  
Repeatable for credit  
Effective Fall 2012

POLS 5930 State Government Internship 1-12 cr  
Change to letter grade  
Repeatable for credit  
Effective Fall 2012

POLS 5940 Administrative Internship 1-12 cr  
Change to letter grade  
Repeatable for credit  
Effective Fall 2012

**Department of Sociology, Social Work and Anthropology**

New Course

CJ 1390 Introduction to Policing 3 cr.  
Effective Spring 2013

Prerequisite Change

ANTH 5420 Lithic Analysis 1-3 cr.  
Repeatable for credit  
Dual List with ANTH 6420  
Prerequisite for ANTH 5420: ANTH 1030 and at least two courses from  
the “archaeology track” suite on the anthropology major green sheet  
Effective Fall 2012

(This change was missed on the April 5, 2012 agenda.)

**College of Natural Resources**

New Course

NR 6910 Geographic Information Systems for Natural Resource Applications 3 cr.  
Effective Spring 2013

**Department of Watershed Sciences**

University Studies Request

WATS 4490/5490 Small Watershed Hydrology 4 cr.  
University Studies Designation: QI  
Effective Spring 2013

**Department of Wildland Resources**

New Course

NR 6580 Data Analysis and Programming for Natural Resource Managers 3 cr.  
Effective Spring 2013



## **College of Science**

### **Inactivate Course**

SCI 4300 Science in Society 2 cr.  
Effective Fall 2012

## **Department of Biology**

### **New Course**

BIOL/BENG/CHEM 5790/6790 Protein Structure/Function and Purification 3 cr.  
Prerequisites: Microbiology or Biochemistry or equivalent  
Effective Spring 2013

### **Prerequisite Change**

BIOL 3760 Independent Study 1-3 cr.  
Prerequisites: BIOL 1620 and permission of instructor  
Repeatable for credit  
Effective Spring 2013

BIOL 5100/6100 Neurobiology 3 cr.  
Prerequisites: BIOL 1620; CHEM 1220; and PHYS 2120 or PHYS 2220  
Effective Summer 2013

### **Prerequisite Change, Add Repeatable for Credit**

BIOL 4250 Internship/Co-op 1-2 cr.  
Prerequisite: Permission of instructor  
Repeatable for credit  
Effective Spring 2013

## **Department of Geology**

### **New Course**

GEO 6650/7650 Quaternary Geochronology 3 cr.  
Effective Spring 2013

## **Department of Physics**

### **Prerequisite Change, Course Description Change, Add Dual List**

PHYS 5330/6330 Plasma Physics I 3 cr.  
Prerequisite: PHYS 4600  
Add dual list of PHYS 5330  
Effective Spring 2013

PHYS 5530/6530 Solid State Physics I 3 cr.  
Prerequisites: PHYS 3700 and PHYS 4600;  
PHYS 4710 (can be taken concurrently)  
Add dual list of PHYS 5530  
Effective Summer 2013

PHYS 5910/6910	Relativity I Prerequisites: PHYS 3710 and PHYS 4600 Add dual list of PHYS 5910 Effective Summer 2013	3 cr.
Prerequisite Change, Course Description Change		
PHYS 6340	Plasma Physics II Prerequisite: PHYS 5330 or PHYS 6330 Effective Summer 2013	3 cr.
PHYS 6540	Solid State Physics II Prerequisite: PHYS 5530 or PHYS 6530 Effective Summer 2013	3 cr.
PHYS 6920	Relativity II Prerequisite: PHYS 5910 or PHYS 6910 Effective Summer 2013	3 cr.

### **Other Business**

Request from the Nutrition, Dietetics and Food Science Department to offer a Distance Dietetic Internship (see below)

### **Information Item**

At my request as chair of the EPC, an expedited electronic review was conducted by the EPC membership between April 19 and 20. The result of the proposal review and vote was 14 votes unanimously in favor of the proposal. I therefore will revise or amend the April EPC report to include this action and am, in this email, reporting this EPC action to the Faculty Senate Executive Committee. (see below)

Highlights of this proposal are:

- The USU-Eastern Center for Workforce Development will provide students in the region with a greater awareness of career and technical education (CTE) and workforce programs offered by the institution.
- The center will also be a major student recruiting entity, again by being a resource for potential students inquiring about CTE and resulting employment opportunities
- The center will actively partner with state workforce and vocational rehabilitation divisions
- The center will promote student employment success by connecting regional employers with students
- The center will help promote economic development and employment in the region (see below)

## **EPC and Curriculum Subcommittee Schedule for 2012-2013**

### Agenda Items Due

August 23, 2012  
September 20, 2012  
October 18, 2012  
November 22, 2012  
December 13, 2012  
January 24, 2013  
February 21, 2013  
March 21, 2013

### EPC and Curriculum Subcommittee Meetings

September 6, 2012  
October 4, 2012  
November 1, 2012  
December 6, 2012  
January 10, 2013  
February 7, 2013  
March 7, 2013  
April 4, 2013

### **Update on Electronic Course Approval Form**

The process to create an electronic Course Approval Form is still underway. We have [been](#) meeting throughout the summer to build this form and create the approval workflow. We will be meeting again after Labor Day to make more adjustments. Once the form is finished, work on finishing up the workflow approval process will take place. Testing on this form will be done this fall.

**CURRICULUM SUBCOMMITTEE MINUTES**  
**5 April 2012**

A meeting of the Curriculum Subcommittee of the Educational Policies Committee was held on 5 April 2012 at 2 p.m. in Old Main 136 (Champ Hall Conference Room).

Present:

- Ed Reeve, Chair, College of Engineering
- Tom Bunch, College of Agriculture
- Darrin Brooks, Caine College of the Arts
- Jeff Doyle, Huntsman School of Business
- Scott Hunsaker, Emma Eccles Jones College of Education and Human Services
- Patricia Gantt, College of Humanities and Social Sciences
- Nancy Mesner, College of Natural Resources
- Richard Mueller, College of Science
- Vince Lafferty, Regional Campuses and Distance Education (representing Travis Peterson)
- Michelle Fleck, USU-Eastern
- Wendy Holliday, Libraries
- Steve Beck, Graduate Council (representing Shelley Lindauer)
- Norm Jones, General Education Subcommittee Chair
- Jessica Hansen, Registrar's Office (representing Roland Squire)
- Cathy Gerber, Registrar's Office

Absent:

- Tanner Wright, Academic Senate President
- Cami Jones, Graduate Studies Vice President

Visitors:

- Larry Smith, Vice Provost
- Michele Hillard, Provost Office
- Janet Anderson, Associate Dean, College of Agriculture
- Neil Abercrombie, Director of Federal & State Relations
- Leon Anderson, SSWA, Department Head
- M. Scott Henrie, USU-Eastern, Criminal Justice Program
- Byard Wood, MAE, Department Head
- Wenbin Yu, MAE, Associate Professor
- Alan Savitzky, Biology, Department Head
- Michelle Baker, Biology, Professor
- Alvan Hengge, Chemistry, Department Head
- David Liddell, Geology, Department Head
- Jan Sojka, Physics, Department Head
- David Wall, Art and Design, Assistant Professor

Pat Gantt moved to approve the minutes of the 1 March 2012 meeting. Motion approved.

Norm Jones moved to approve the business of Utah State University. Richard Mueller seconded; motion approved.

**Utah State University**

New Course

- HONR 3070 Honors Interdisciplinary Depth 5 cr.  
University Studies Designation: DHA, DSS, DSC (Course combines two of the three depth categories in a 5-credit course)  
Repeatable for credit  
Prerequisites: Must meet breadth graduation requirements, QL, CL1, CL2  
Honors Program students only  
Effective Fall 2012
- HONR 3071 Honors Interdisciplinary Depth, Part 1 3 cr.  
University Studies Designation: DHA, DSS, DSC (First half of a two-semester course sequence that combines two of the three depth categories)  
Repeatable for credit  
Prerequisites: Must meet breadth graduation requirements, QL, CL1, CL2  
Honors Program students only  
Effective Fall 2012
- HONR 3072 Honors Interdisciplinary Depth, Part 2 3 cr.  
University Studies Designation: DHA, DSS, DSC (Second half of a two-semester course sequence that combines two of the three depth categories)  
Repeatable for credit  
Prerequisites: Must meet breadth graduation requirements, QL, CL1, CL2  
Honors Program students only  
Effective Fall 2012
- USU 3070 Interdisciplinary Depth 5 cr.  
University Studies Designation: DHA, DSS, DSC (Course combines two of the three depth categories in a 5-credit course)  
Repeatable for credit  
Prerequisites: Must meet breadth graduation requirements, QL, CL1, CL2  
Effective Fall 2012
- USU 3071 Interdisciplinary Depth, Part 1 3 cr.  
University Studies Designation: DHA, DSS, DSC (First half of a two-semester course sequence that combines two of the three depth categories)  
Repeatable for credit  
Prerequisites: Must meet breadth graduation requirements, QL, CL1, CL2  
Effective Fall 2012

USU 3072	Interdisciplinary Depth, Part 2 University Studies Designation: DHA, DSS, DSC (Second half of a two-semester course sequence that combines two of the three depth categories) Repeatable for credit Prerequisites: Must meet breadth graduation requirements, QL, CL1, CL2 Effective Fall 2012	3 cr.
USU 5900	Government and Policy Internship Seminar Pass/Fail Only Effective Fall 2012	3 cr.
USU 5910	Campaign Internship Effective Fall 2012	1-9 cr.
USU 5920	Washington Internship Effective Fall 2012	1-9 cr.
USU 5930	State and Local Government Internship Effective Fall 2012	1-9 cr.
USU 5940	Administrative Internship Effective Fall 2012	1-9 cr.
USU 5950	International Internship Effective Fall 2012	1-9 cr.

Tom Bunch moved to approve the business of the College of Agriculture. Darrin Brooks seconded; motion approved.

**College of Agriculture**

**Department of Nutrition, Dietetics and Food Sciences**

New Course

NDFS 6150	Principles of Food Sanitation Prerequisites: NDFS 5110/6110 and enrollment in the Masters Food Safety and Quality Program Effective Fall 2012	3 cr.
NDFS 6160	Principles of Food Toxicology Prerequisites: NDFS 5110/6110 and enrollment in the Masters Food Safety and Quality Program Effective Fall 2012	3 cr.

**Department of Plants, Soils and Climate**

Prerequisite Change

PSC 3000	Fundamentals of Soil Science Prerequisites: CHEM 1110 or higher and MATH 1050 or higher Effective Spring 2013	4 cr.
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Title Change, Course Description Change  
 PSC/LAEP 5090/6090 Sustainable Low Water Landscaping 3 cr.  
 Previously Low Water Landscaping  
 Effective Spring 2013

**Department of Agricultural Systems Technology and Education**  
**School of Applied Sciences, Technology and Education**

Prefix Change

TEE 7040 Dynamic and Network Engineering Processes for 3 cr.  
 Technology Education  
 Previously EED 7040  
 Effective Spring 2013

TEE 7400 Occupational Analysis and Curriculum Development 3 cr.  
 Previously EED 7400  
 Effective Spring 2013

TEE 7600 Academic Issues and Politics in Higher Education 3 cr.  
 Previously EED 7600  
 Effective Spring 2013

Darrin Brooks moved to approve the business of the Caine College of the Arts. Norm Jones seconded; motion approved.

**Caine College of the Arts**

**Department of Art and Design**

New Course

ARTH 6500 Graduate Art History Section 3 cr.  
 Repeatable for credit  
 Effective Fall 2012

Course Number Change, Dual List Change

ARTH 3510 Islamic Visual Cultures 3 cr.  
 Previously ARTH 4510  
 University Studies Designation: DHA (ARTH 3510)  
 Remove dual list of ARTH 6510  
 Effective Spring 2013

ARTH 3630 Medieval Art 3 cr.  
 Previously ARTH 4630  
 University Studies Designation: DHA (ARTH 3630)  
 Remove dual list of ARTH 6630  
 Effective Spring 2013

Course Number Change		
ARTH 3760	American Art Previously ARTH 4760 Effective Summer 2013	3 cr.
Title Change, Course Number Change, Prerequisite Change, Course Description Change, Dual List Change		
ARTH 3610	Classical Art History: Greece and Rome Previously Greek and Roman Art, ARTH 4610 University Studies Designation: CI (ARTH 3610) Remove dual list of ARTH 6610 Prerequisite: ARTH 2710 or permission of instructor Effective Spring 2013	3 cr.
Title Change, Course Number Change, Course Description Change, Dual List Change		
ARTH 3620	Early Christian and Byzantine Art Previously Byzantine Art, ARTH 4620 University Studies Designation: DHA (ARTH 3620) Remove dual list of ARTH 6620 Effective Spring 2013	3 cr.
Course Number Change, Prerequisite Change, Course Description Change		
ARTH 3720	Renaissance Art Previously ARTH 4720 University Studies Designation: CI Prerequisite: ARTH 2720 or permission of instructor Effective Spring 2013	3 cr.
Course Number Change, Title Change, Course Description Change		
ARTH 3740	Modern Art Previously Nineteenth Century Art, ARTH 4740 Effective Summer 2013	3 cr.
Course Number Change, Title Change, Prerequisite Change, Course Description Change		
ARTH 3750	Contemporary Art Previously Twentieth Century Art, ARTH 4750 Prerequisite: ARTH 2720 Effective Summer 2013	3 cr.
Title Change, Course Description Change		
ARTH 6740	Graduate Modern Art Previously Graduate Nineteenth Century Art Effective Summer 2013	3 cr.



ARTH 6750	Graduate Contemporary Art Previously Graduate Twentieth Century Art Effective Summer 2013	3 cr.
Title Change, Prerequisite Change, Course Description Change		
ARTH 6510	Graduate Islamic Visual Cultures ca. 600-1500 Previously Islamic Visual Cultures No prerequisites needed Effective Spring 2013	3 cr.
ARTH 6630	Graduate Medieval Art Previously Medieval Art No prerequisites needed Effective Spring 2013	3 cr.
Credit Hour Change		
ID 3760	Commercial Design Studio Previously 4 cr. Effective Fall 2012	3 cr.
ID 3770	Residential Design Studio Previously 4 cr. Effective Fall 2012	3 cr.
<b>Department of Theatre Arts</b>		
Prerequisite Change		
THEA 1113	Voice for Theatre Prerequisites: THEA 1033 and 1713 Effective Spring 2013	2 cr.
THEA 1430	Movement for Actors I Prerequisites: THEA 1033 and 1713 Effective Spring 2013	2 cr.
THEA 2430	Movement for Actors II Prerequisites: THEA 1430, 1713 and 2033 Effective Spring 2013	2 cr.
THEA 2440	Introduction to Dance for Theatre Prerequisites: THEA 1033, 1430 and 1713 Effective Spring 2013	2 cr.
THEA 2480	Intermediate Voice and Speech for Theatre Prerequisites: THEA 1033, 1113 and 1713 Effective Spring 2013	3 cr.

THEA 2490	Intermediate Acting: Shakespeare Prerequisites: THEA 1113, 1430, 1713 and 2033. BFA Acting majors only Effective Spring 2013	3 cr.
THEA 5400	Advanced Acting: Period Styles I Prerequisites: THEA 1713, 2490, 3230 and 3240. BFA Acting majors only Repeatable for credit Effective Spring 2013	3 cr.
THEA 5420	Advanced Acting: Period Styles II Prerequisites: THEA 1713, 2490, 3230 and 3240. BFA Acting majors only Repeatable for credit Effective Spring 2013	3 cr.
THEA 5440	Advanced Acting: Musical Theatre and Audition Techniques Prerequisites: THEA 1713, 2490, 3230 and 3240. BFA Acting majors only Effective Spring 2013	3 cr.
THEA 5470	Advanced Acting: Modern Methods Prerequisites: THEA 1713, 2490, 3230 and 3240. BFA Acting majors only Effective Spring 2013	3 cr.
Title Change, Credit Hour Change, Prerequisite Change, Course Description Change		
THEA 4750	Production Projects Previously Advanced Production Practicum, 1-3 cr. Repeatable for credit Prerequisite: Theatre major or permission of department Effective Spring 2013	1-2 cr.
Title Change, Prerequisite Change, Course Description Change		
THEA 4850	Production Assignments Previously Advanced Production Projects Repeatable for credit Prerequisite: Theatre major or permission of department Effective Spring 2013	1-3 cr.

Jeff Doyle moved to approve the business of the Huntsman School of Business. Nancy Mesner seconded; motion approved.

**Huntsman School of Business**

**Department of Economics and Finance**

New Course

FIN 5800	Financial Analysis Effective Summer 2012	3 cr.
FIN 6415	Fundamentals of Corporate Finance Prerequisite: Acceptance into a Huntsman School of Business master's degree program Effective Summer 2012	1.5 cr

**Department of Management**

Prerequisite Change

MGT 3560	New Venture Planning Prerequisites: MGT 3510; admittance to a USU major, cumulative GPA of 2.67 or higher, completion of at least 40 credits University Studies Designation: CI Effective Spring 2013	2 cr.
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Delete Course

MGT 4520	New Venture Planning Effective Fall 2012	3 cr.
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Scott Hunsaker moved to approve the business of the Emma Eccles Jones College of Education and Human Services. Pat Gantt seconded; motion approved.

**Emma Eccles Jones College of Education and Human Services**

**Department of Psychology**

Pass/Fail Only

PSY 2250	Introductory Cooperative Work Experience Pass/Fail Only Repeatable for credit Effective Fall 2012	1-6 cr.
PSY 4250	Advanced Cooperative Work Experience Pass/Fail Only Repeatable for credit Effective Fall 2012	1-12 cr
PSY 4910	Undergraduate Research Creative Opportunity Pass/Fail Only Repeatable for credit Effective Fall 2012	1-3 cr.

PSY 4920	Practicum Pass/Fail Only Repeatable for credit Effective Fall 2012	1-3 cr.
PSY 5900	Independent Study Pass/Fail Only Repeatable for credit Effective Fall 2012	1-3 cr.
PSY 5910	Independent Research Pass/Fail Only Repeatable for credit Effective Fall 2012	1-3 cr.
PSY 5930	Instructional Apprenticeship in Psychology Pass/Fail Only Repeatable for credit Effective Fall 2012	1-3 cr.
Prerequisite Change, Pass/Fail Only		
PSY 6900	Independent Study Pass/Fail Only Repeatable for credit No prerequisite needed Effective Fall 2012	1-3 cr.
PSY 6910	Independent Research Pass/Fail Only Repeatable for credit No prerequisites needed Effective Fall 2012	1-3 cr.
PSY 7900	Independent Study Pass/Fail Only Repeatable for credit No prerequisites needed Effective Fall 2012	1-3 cr.
PSY 7910	Independent Research Pass/Fail Only Repeatable for credit No prerequisites needed Effective Fall 2012	1-3 cr.

Richard Mueller moved to approve the business of the College of Engineering. Scott Hunsaker seconded; motion approved.

**College of Engineering**

**Department of Civil and Environmental Engineering**

Multiple List Change

CEE/PSC 5003/6003 Remote Sensing of Land Surfaces 4 cr.  
Remove multiple list of WATS 5003/6003  
Effective Spring 2013

**Department of Computer Science**

Title Change, Prerequisite Change, Course Description Change

CS 3810 Computer Systems Organization and Architecture 3 cr.  
Previously Computer Systems Organization and Architecture II  
Prerequisites: 2.0 GPA; grade of C- or better in CS 1410  
Effective Spring 2013

**Department of Electrical and Computer Engineering**

Title Change, Course Description Change, Course Number Change

ECE 5600 Introduction to Computer Networks 3 cr.  
Previously ECE 4740, Computer and Data Communications  
Effective Spring 2013

Title Change, Course Description Change

ECE 6600 Wireless and Mobile Networking 3 cr.  
Previously Computer Networking I  
Effective Spring 2013

**Department of Engineering Education**

New Course

EED 6910 Special Topics in Engineering Education 1-3 cr.  
Repeatable for credit  
Effective Spring 2013

Pat Gantt moved to approve the business of the College of Humanities and Social Sciences.

Nancy Mesner seconded; motion approved.

**College of Humanities and Social Sciences**

**Department of History**

Add Multiple List

ARTH/CLAS/RELS 3210 Classical Mythology 3 cr.  
Add Multiple List of HIST 3210  
Effective Fall 2012

University Studies Request

HIST 4711 Northern Ute History 3 cr.  
University Studies Designation: DHA  
Effective Summer 2012

## **Department of Languages, Philosophy and Communication Studies**

Add Multiple List

ARBC/RELS 3030 Introduction to Islam 3 cr.  
Add Multiple List of HIST 3030  
Effective Fall 2012

## **Department of Political Science**

New Course

POLS 5900 Government and Policy Internship Seminar 3 cr.  
Pass/Fail Only  
Effective Fall 2012

## **Department of Sociology, Social Work and Anthropology**

New Course

ANTH 4170/6170 Ethnographic Methods in Anthropology 3 cr.  
Effective Fall 2012

ANTH 5115/6115 Applied Anthropology/Ethnographic Research Lab 1-3 cr.  
Repeatable for credit  
Effective Fall 2012

SOC 3520 Sociology of Mental Illness 3 cr.  
Effective Fall 2012

SOC 7350 Political Sociology 3 cr.  
Effective Fall 2012

Dual List Change

ANTH 6420 Lithic Analysis 1-3 cr.  
Repeatable for credit  
Dual List with ANTH 5420  
Effective Fall 2012

Nancy Mesner moved to approve the business of the College of Natural Resources. Richard Mueller seconded; motion approved.

## **College of Natural Resources**

### **Department of Environment and Society**

New Course

ENVS 4550 Recreation Use Monitoring and Assessment 3 cr.  
Prerequisites: ENVS 4500, STAT 2000 or permission of instructor  
Effective Fall 2012

Richard Mueller moved to approve the business of the College of Science. Tom Bunch seconded; motion approved.

**College of Science**

**Department of Biology**

Prerequisite Change, Course Description Change

BIOL 3030 Genetics and Society 3 cr.

University Studies Designation: DSC

Prerequisite: BIOL 1010 or BIOL 1610 or USU 1350 or AP Biology score of 3 or greater. Not open to Biology majors or those with credit in BIOL 3060.

Effective Spring 2013

**Other Business**

Pat Gantt moved to approve the request from the Sociology, Social Work and Anthropology Department, in partnership with USU-Eastern, to offer a minor in Criminal Justice. Vince Lafferty seconded; motion approved with revisions. Revisions will be sent to Larry Smith. (see below)

Richard Mueller moved to approve the request from the Mechanical and Aerospace Engineering Department to reduce the number of PhD dissertation credits. Tom Bunch seconded; motion approved. (see below)

Richard Mueller moved to approve the request from the College of Science, (the Departments of Biology, Chemistry and Biochemistry, Geology and Physics), to reduce the number of credits required for the following PhD programs: Biology, Ecology, Chemistry, Biochemistry, Geology and Physics. Pat Gantt seconded; motion approved with revisions to the Biology and Ecology request. Revisions will be sent to Larry Smith. (see below)

Nancy Mesner moved to approve the request from the Departments of Geology and Watershed Sciences to add a “Geomorphology and Earth Surface Processes specialization to their respective MS and PhD degree in Geology and Watershed Science. Richard Mueller seconded; motion approved. (see below)

Ed Reeve was elected as chair for the Curriculum Subcommittee 2012-2013.

## **EPC and Curriculum Subcommittee Schedule for 2012-2013**

### Agenda Items Due

August 23, 2012  
September 20, 2012  
October 18, 2012  
November 22, 2012  
December 13, 2012  
January 24, 2013  
February 21, 2013  
March 21, 2013

### EPC and Curriculum Subcommittee Meetings

September 6, 2012  
October 4, 2012  
November 1, 2012  
December 6, 2012  
January 10, 2013  
February 7, 2013  
March 7, 2013  
April 4, 2013

Meeting adjourned 2:35 p.m.  
Ed Reeve conducted the meeting.  
Cathy Gerber recorded the minutes.



Cover/Signature Page - Full Template

Institution Submitting Request: *Utah State University*  
 Proposed Title: *Distance Dietetic Internship*  
 School or Division or Location: *Regional Campuses and Distance Education*  
 Department(s) or Area(s) Location: *Nutrition, Dietetics & Food Science (NDFS), RCDE Salt Lake Center*  
 Recommended Classification of Instructional Programs (CIP) Code<sup>1</sup> : *51.3101*  
 Proposed Beginning Date: March 2012  
 Institutional Board of Trustees' Approval Date: *MM/DD/YEAR*

Proposal Type (check all that apply):

R401-4	
<i>Items submitted will be reviewed by the Office of the Commissioner of Higher Education (OCHE), then forwarded to the Chief Academic Officers (CAO) and Program Review Committee (PRC) before being presented to the Regents. K-12 Personnel Programs are also reviewed by appropriate officials and faculty of the schools and colleges of education. See R401-4.2.2 for all programs requiring specialized reviews.</i>	
Section #	Item
4.1.1	<input type="checkbox"/> Non-Credit Certificate of Proficiency Eligible for Financial Aid
	<input checked="" type="checkbox"/> Credit Certificate of Proficiency Eligible for Financial Aid
4.1.1	<input type="checkbox"/> Non-Credit Certificate of Completion
	<input type="checkbox"/> Credit Certificate of Completion
4.1.9	<input type="checkbox"/> Fast-Tracked Certificate
4.1.2	<input type="checkbox"/> Associate of Applied Science Degree
4.1.3	<input type="checkbox"/> Associate of Science Degree
	<input type="checkbox"/> Associate of Arts Degree
4.1.5	<input type="checkbox"/> Bachelor's Degree
4.1.6	<input type="checkbox"/> K-12 School Personnel Programs
4.1.7	<input type="checkbox"/> Master's Degree
4.1.8	<input type="checkbox"/> Doctoral Degree

Chief Academic Officer (or Designee) Signature:

I certify that all required institutional approvals have been obtained prior to submitting this request to the Office of the Commissioner.

\_\_\_\_\_  
Signature

Date: *MM/DD/YEAR*

Printed Name: *Name of CAO or Designee*

<sup>1</sup> CIP codes must be recommended by the submitting institution. For CIP code classifications, please see <http://nces.ed.gov/ipeds/cipcode/Default.aspx?y=55>.

R401 Distance Dietetic Internship

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: Nutrition, Dietetics & Food Science

Program/Administrative Unit Title: *Regional Campuses and Distance Education Distance Dietetic Internship*

Recommended Classification of Instructional Programs (CIP) Code: *51.3101*

Certificate, and/or Degree(s) to Be Awarded: Certificate of Completion

Proposed Beginning Date: March 2012

Institutional Signatures:

Charles E. Carpenter, Professor and Head  
Department of Nutrition, Dietetics and Food Sciences  
Asst. Vice President for Extension

Noelle Cockett, Vice President and Dean Extension and Agriculture  
College of Agriculture

Martha Archuleta, Associate Dean  
Regional Campuses & Distance Education

Gary Straquadine, Dean/Executive Director  
Regional Campuses & Distance Education

Ronda R. Menlove, Vice Provost  
Regional Campuses & Distance Education

Date:

**Utah State University**  
**Certificate Program: Distance Dietetic Internship (DI)**  
**March 2012**

**Program Description**

The USU Dietetic Internship (DI) is a post baccalaureate supervised practice in dietetics with a curriculum emphasis in child nutrition programs and school foodservice management. Graduates of the DI receive a Verification Statement and are eligible to sit for the Registration Examination for Dietitians administered by CDR (Commission on Dietetic Registration). The DI includes a distance component that allows students/interns who are location bound to complete their internship in their home location in facilities with dietitians or nutrition and foodservice experts as preceptors.

**Role and Mission Fit**

*September 2002* COMPACT PLAN, UNIVERSITY EXTENSION, CONTINUING EDUCATION

**Mission Statement**

Utah State University is a respected leader in the state, region, nation and world for its quality distance education programs which addresses the critical needs of its students, both nontraditional and traditional, with quality, research-based accredited programs which are delivered utilizing state-of-the-art methods and technology.

**Faculty**

When the program was implemented in 1999, USU Extension-Continuing Education hired one Masters prepared Registered Dietitian (MS, RD) with 12 years' experience to direct the Distance DI; this position was classified as professional staff, with a title of Program Director. After four successful years and the first accreditation site visit, a second MS, RD was hired to function as an Assistant Program Director also professional staff. Program staff positions were evaluated and expanded in 2010 when a third MPH, RD was hired to function as a Program Coordinator; professional staff. The Director and Assistant Director positions were reclassified from professional staff to clinical faculty. The Program Coordinator position may eventually be considered for a clinical faculty appointment.

Directors and Program Coordinator participate in professional development through the American Dietetic Association (1999 – 2011) now named the Academy of Nutrition & Dietetics. Training and support for dietetic education programs is provided by the Commission on Accreditation of Dietetic Education (CADE) (1999 – 2011) now called the Accreditation Council for Education in Nutrition and Dietetics (ACEND). USU's Department of NDFS and RCDE hold regular department and faculty conferences that provide valuable resources for instruction and technology as well as opportunities to network with institutional professionals and colleagues.

**Market Demand**

In 1998, the number of BS Nutrition graduates was 3400 and the number of internship positions available in the country was 2036 – a shortfall of approximately 1400 spots. Of the 3400 students who applied for internships only 1838 got matched with internships = 54%. The Commission on Accreditation of Dietetics Education (CADE) was urging dietetic educators to expand their programs or to create new internship programs. It was in this market that USU chose to create a new dietetics internship to complement their existing dietetics programs.

At the same time the School Nutrition Association estimated that approximately 60% of school foodservice directors were at or nearing the age to retirement. Local Utah school nutrition directors who were colleagues of USU Dietetics faculty were concerned there were not enough qualified professionals trained to fill these vacancies. USU's response to this demand was to create a certificate internship opportunity in dietetics with an emphasis in school foodservice management and USDA Child Nutrition Programs, thereby preparing graduates for positions in school districts as Directors, Nutrition Educators and Dietetic Supervisors.

The USU Distance DI with its curriculum emphasis is one of only 3 internships in the country who offer more than a week or two in the schools learning about school foodservice management; we offer 13 weeks of intense on the job training to our students. 9-10% of our graduates find jobs in school districts as Registered Dietitians. The curriculum by necessity also trains the DI graduates in all areas of dietetics – foodservice management, clinical nutrition and public health nutrition. The USU DI graduates are qualified to sit for the Registration Examination for Dietitians and to practice in any area of the profession. Outcome statistics show that the majority of the USU DI graduates either have jobs in dietetics or are in graduate school within 3 months of completing the internship.

### Student Demand

In 1998 USU NFS department offered a Coordinated Program in Dietetics (CPD) with the capacity to support only 12 students from a larger pool of dietetics majors at the end of the sophomore year. The students who were not selected into the CPD were “lost” and did not matriculate in dietetics. There was demand for another route to a supervised practice within the USU structure and ability of graduates to sit for the national Registration Examination for Dietitians.

### Statement of Financial Support

<i>Appropriated Fund</i> .....	X
<i>Special Legislative Appropriation</i> .....	<input type="checkbox"/>
<i>Grants and Contracts</i> .....	<input type="checkbox"/>
<i>Special Fees/Differential Tuition</i> .....	<input type="checkbox"/>
<i>Other (Program Tuition and Fees)</i> .....	X

### Similar Programs Already Offered in the USHE

Since 1998 to present University of Utah (U of U) has a Masters Coordinated Program in Dietetics (MCP). Non-dietetics majors can be accepted and in the course of the MCP meet the course requirements for the DPD (didactic program in dietetics) and finish a Master's degree in Dietetics. At the completion of the MCP, students are eligible to sit for the Registration Examination for Dietitians. And, as mentioned above, USU had a Coordinated Program in Dietetics with built-in internship, but with limited capacity of 12 students per year.

**Utah State University  
Certificate Program: Distance Dietetic Internship (DI)  
March 2012**

**Section I: The Request**

*Utah State University* requests approval to continue offering *Distance Dietetic Internship* effective immediately. This program has been approved by the institutional Board of Trustees on *Date*.

**Section II: Program Description**

**Complete Program Description**

The USU Dietetic Internship (DI) is a post baccalaureate supervised practice in dietetics with a curriculum emphasis in child nutrition programs and school foodservice management. Graduates of the DI receive a Verification Statement and are eligible to sit for the Registration Examination for Dietitians administered by CDR (Commission on Dietetic Registration). The DI includes a distance component that allows students/interns who are location bound to complete their internship in their home location in facilities with dietitians or nutrition and foodservice experts as preceptors.

The curriculum is comprised of a one week internship orientation (one credit) held in Salt Lake City in June with dietetic internship faculty and the RCDE staff participating. The program core consists of three components or rotations: 1) clinical nutrition, 2) community or public health nutrition, and 3) foodservice systems management. The total length of all rotations combined is 31 weeks and the interns earn 29 academic credits. Interns coordinate with their local preceptors to arrange the timing of their three components/rotations. Interns are then registered in an open learning format for the corresponding NDFS courses and tuition is charged in semesters based on their Master Rotation Schedule.

Interns work face-to-face approximately 36 hours per week with their local preceptors and participate in didactic classes delivered online through Canvas approximately four hours a week. Dietetic Interns are classified as second bachelor students. The annual capacity of the internship program is 60 students. This program accommodates approximately 10 Utah interns and 50 distance interns. Based on scheduling and availability, interns can usually complete their program in an open-learning format over the course of two university semesters.

**Entrance Requirements**

- Seniors in or graduates of an ACEND accredited Didactic Program in Dietetics (DPD) undergraduate nutrition/dietetics program within the past 4 years.
- Overall GPA of 2.7 or greater.
- Core Professional (DPD) Courses GPA of 3.0 or greater.
- No D's or F's in DPD courses (that includes D-, D, or D+).
- 1040+ total hours of paid and/or volunteer dietetics-related work experience over the last five years.
- Three (3) satisfactory references submitted to the on-line centralized internship application, DICAS.

### *Completion Requirements*

Time expected to complete the USU Dietetic Internship program is 31 weeks at 40 hours per week of combined practice and didactic time; leaves of absence do not count in the time expected to complete. 100% of the interns enrolled in the program will complete all the program requirements with 150% of the time planned for completion (up to 43 weeks of combined practice and didactic hours). To meet program completion requirements, each intern must:

- Complete all 31 weeks practice and didactic hours (Orientation Week and all rotations) in the internship program; complete assigned audio-lectures and complete attached quizzes, discussions or case studies with a score of at least 80%.
- Submit comprehensive examinations in Clinical Nutrition, Foodservice Management, and Community Nutrition with a score of at least 80%
- Demonstrate ability to meet Core Competencies and those Emphasis Competencies chosen for the curriculum by satisfactorily completing rotation requirements for all rotations, online and rotation assignments, assignments, and component examinations of the internship. The DI Director(s) will determine on an individual basis when substitutions or modifications in rotations and class assignments can be made and will determine when entry-level competency is achieved for each rotation. All assignments and final rotation evaluations with preceptor signatures turned in to the DI Director according to Policy "Formal Evaluation of Interns".
- Earn rating of 3 or better on all sections of the Final Rotation Evaluation and on the overall evaluation of intern's performance for clinical, foodservice management and community components.
- Function as an entry-level dietitian during two weeks (equivalent to 8 8-hour days) of staff experience in foodservice systems management and two weeks (equivalent to 8 8-hour days) of staff experience in clinical dietetics.
- Comply with acceptable professional standards of ethics, display appropriate personal conduct, and demonstrate adequate verbal and written communication skills during the internship.
- Complete self-assessments and professional development portfolio activities in Orientation and at beginning and end of each rotation and process evaluations of rotations, and end of year evaluation of the program.
- All tuition and fees are paid in full.
- After an intern has completed all the program requirements, they will receive the necessary copies of the ADA Verification Statement signed by the DI Director (usually in the same business week as receiving the last rotation/homework packet). A signed copy of the ADA Verification Statement will be placed in the official file for each graduate. Verification Statements for all internship graduates will be kept on file indefinitely either in hard copy or PDF.
- DI Director will be accountable to submitting the intern's name and information to CDR electronically in the CRMS according to the procedures. Interns are notified by their director via e-mail when the CDR process is complete and the verification statements have been sent to them.

The Utah State University Dietetic Internship is currently granted initial accreditation by Accreditation Council for Education in Nutrition and Dietetics (ACEND) of the Academy of Nutrition and Dietetics (AND).

### **Purpose of Degree**

Utah State University has offered a Coordinated Program in Dietetics (CPD) for many years, however capacity was limited to 12. Adding the Distance Dietetic Internship offered a route to professional

certification for both additional USU graduates (6-10 /year, 50-85% increase) and selected interns graduating in similar programs around the country.

The outcomes we expect are that 100% of the students who enter the internship will complete the program, that they will complete it in less than 150% of the expected time, that program graduates will find jobs in dietetics or positions in graduate school within 3 months of graduation, that 80% or greater of the graduates will pass the Registration Examination on first attempt. We track as an outcome measure the numbers of graduates who take jobs in school foodservice and it approximates the national percentage of dietitians in those jobs – 9-10%.

**Institutional Readiness**

Regional Campuses and Distance Education provides the optimal infrastructure to run the USU Distance DI which has a positive impact on the department and its undergraduate students. USU undergraduate students have two options; 1) apply to the existing CPD and complete an internship rotation in their last two years of college using instate resources, 2) apply to the USU DI or another national DI program to complete an internship after earning a four-year degree utilizing available resources around the country. For USU, having two routes to licensure and certification for dietitians has enhanced opportunities for the institution, the state and members of the profession.

**Faculty**

The USU Distance Dietetic Program requires the support of four department faculty. Two full-time tenured Pd.D. faculty provides academic over site equal to .20 FTE, and two full-time non-tenured faculty provide program administration with the following designated responsibilities Clinical Assistant Professor/Program Director and Clinical Instructor/Assistant Program Director equal to 1.8 FTE.

Faculty Category	Faculty Headcount – Prior to Program Implementation	Faculty Additions to Support Program	Faculty Headcount at Full Program Implementation
With Doctoral Degrees (Including MFA and other terminal degrees, as specified by the institution)			
Full-time Tenured			16
Full-time Non-Tenured			
Part-time Tenured			
Part-time Non-Tenured			
With Master’s Degrees			
Full-time Tenured			
Full-time Non-Tenured			11
Part-time Tenured			
Part-time Non-Tenured			
With Bachelor’s Degrees			
Full-time Tenured			
Full-time Non-Tenured			
Part-time Tenured			
Part-time Non-Tenured			
Other			

Full-time Tenured			
Full-time Non-Tenured			
Part-time Tenured			
Part-time Non-Tenured			
<b>Total Headcount Faculty</b>			
Full-time Tenured			16
Full-time Non-Tenured			11
Part-time Tenured			
Part-time Non-Tenured			
<b>Total Department Faculty FTE (As reported in the most recent A-1/S-11 Institutional Cost Study for “prior to program implementation” and using the A-1/S-11 Cost Study Definition for the projected “at full program implementation.”)</b>		X	27

### Staff

Program Coordinator added to the staff when the number of interns was increased from 40 to 60. Program coordinator assists the Director and Assistant Director in keeping the website up to date, handles all the inquiries about the program, the marketing and application process; responsible for the preselect of the USU DPD students who apply to the DI; supervising the local interns training in Utah. Position equal to 1.0 FTE.

USU Salt Lake Center support staff provides full student services; including but not limited to registration and cashiering, technical support, facility and resource scheduling, application processing, student records maintenance and affiliation agreements. Estimated support 1.0 FTE.

### Library and Information Resources

Interns are able to access all required resources and materials via the universities online catalog and posted materials required in the curriculum.

### Admission Requirements

1. Applicants interested in completing the DI program are responsible for knowing the minimum selection criteria for acceptance into the program and participating in the selection process. Students should be familiar with and on schedule to complete all educational requirements before applying for a supervised practice/internship (*this information is available through the American Dietetic Association website*).
2. Applicants are responsible for submitting transcripts with final grades and degree posted, and a verification statement from the DPD director with original color ink signature.
3. Applicants are responsible for finding their own preceptors which consists of:
  - a. Provide verification of verbal commitments from preceptors who meet the criteria and can deliver the supervised practice in the geographical location where the intern will train.
  - b. Submit two preceptor forms and one facility form and include them with the application packet.
  - c. Obtain official preceptor and facility forms for review and submission by USU for each location intern intends to train.
  - d. Providing immunization information, background checks, insurance including health and automobile, and all other requirements specified by the training facility.



4. USU DPD graduates are eligible to apply early in the Pre-Select Application Process in December. The program currently accepts up to ten qualified students. USU students not selected remain eligible to participate in the D&D Digital computer matching process.
5. The remaining positions will be filled by students applying in the computer matching application process. Applicants are responsible for knowing and following the D&D Digital computer matching rules; and are responsible for submitting all items on the application checklist postmarked on or before the deadline (*February for computer matching applicants noted on Critical Dates section of the program website*).
6. Applicants that match and accept their appointment prior to graduating from an undergraduate program are responsible for maintaining their GPA and finishing all DPD coursework.
7. Applicants that match and accept their appointment are admitted to Utah State University with an admissions code of NDFS\_DTCS, Primary Degree = Certificate/Graduate

### Student Advisement

Faculty and Program Coordinators for the Dietetic Internship function as academic advisors and mentors during the course of the internship and as outlined in their role statement or job description.

### Justification for Graduation Standards and Number of Credits

Program completion requirements (graduation standards) are noted in Section II Program Description. 29 credits are required to complete the certification; details are outlined in Sections II and VI of the application. USU also offers an opportunity for students completing the Distance DI to apply most of these credits towards a Masters of Dietetics Administration degree. Students interested in this option must apply for admission and complete 15 additional USU credits. Certificate program effective **MMDDYY**.

### External Review and Accreditation

USU Distance Dietetic Internship was under developmental accreditation by Commission on Accreditation of Dietetics Education (CADE) of the American Dietetic Association from 1999 – 2003. In 2003 a full accreditation self-study was submitted to CADE; a 3-person site visit was conducted in 2003. The program passed and was granted a full 10 year accreditation on January 21, 2004. The required 5 year (mid-point) Program Accreditation Report (PAR) was submitted in 2009 to CADE and the program met all of the criteria to continue operation. The next accreditation self-study and site visit is anticipated for some time in 2013-14.

Annual 2012 program/membership fee \$1,550

Accreditation site visit fee \$5,940

### Projected Program Enrollment and Graduates; Projected Departmental Faculty/Students:

Data Category	Current – Prior to New Program Implementation	Projected Year 1	Projected Year 2	Projected Year 3	Projected Year 4	Projected Year 5
<b>Data for Proposed Program</b>						
Number of Graduates in Proposed Program	60	60	65	75	75	80

Total # of Declared Majors in Proposed Program	60	60	65	75	75	80
<b>Departmental Data – For All Programs Within the Department</b>						
Total Department Faculty FTE (as reported in Faculty table above)	27	27	28	28	28	28
Total Department Student FTE (Based on Fall Third Week)	333.1	338.35	345.63	352.85	352.85	360.01
Student FTE per Faculty FTE (ratio of Total Department Faculty FTE and Total Department Student FTE above)	12.34	12.53	12.34	12.6	12.6	12.86
Program accreditation-required ratio of Student FTE/Faculty FTE, if applicable: (Provide ratio here: N/A)	N/A	N/A	N/A	N/A	N/A	N/A

### Expansion of Existing Program

	AY 2008	AY 2009	AY 2010	AY 2011	AY 2012
Head Count	39	37	41	64	63
Actual SCH	834	811	1050	1714	1725
<i>Program SCH per student admitted to the academic year cohort.</i>					
	26	26	27	29	29

### Section III: Need

#### Program Need

The demand for an alternative route to a supervised practice that will allow completing students to sit for the national Registration Examination for Dietitians has been clearly outlined. USU continues to respond to this demand by increasing program capacity. In the last 5 years the program has grown to allow for 30, then 40 and now 60 interns. This year the USU program received 160 applications to fill 51 of USU 60 available slots. As of 2009 the Accreditation Council for Education in Nutrition and Dietetics (ACEND) received 4799 applications with the ability to fill only 2531 available slots.

#### Labor Market Demand

*Include local, state, and national data, and job placement information, the types of jobs graduates have obtained from similar programs. Indicate future impact on the program should market demand change.*

### **Student Demand**

All DPD students who have not been accepted into the USU CPD apply to the USU DI. In the open application period 1999 – 2001 the DI was filled in the first round of applications plus the vacancy second round after the official matching date. 2004 – 2010 all positions were filled in the first round of applications with 1.5 – 2 x the number of applications for positions available. In 2010 USU received 100+ applications to fill 54 positions; in 2011 140 applications were considered for 54 available positions.

### **Similar Programs**

In 1998 Utah did not have a dietetic internship in its institutions of higher education and there was no other supervised practice program along the Intermountain West with the exception of the VA Medical Center DI which had recently closed leaving a deficit in Utah of 6 internship spots. The nearest institutions offering a similar opportunity were the University of Nevada- Reno, Colorado State University Fort Collins and Arizona State University in Tempe.

In addition the University of Utah (U of U) offers a Masters Coordinated Program in Dietetics (MCP) designed for non-dietetics undergraduates. Students accepted into the MCP meet course requirements for the DPD (didactic program in dietetics) and complete a Master's degree in Dietetics. This program graduates 12 students a year.

### **Collaboration with and Impact on Other USHE Institutions**

No other USHE institutions offer a DI program. However Brigham Young University does with an annual enrollment cap of 6 which is not enough to meet the demand of their BS graduates in dietetics. The University of Utah offers a Masters Coordinated Program in dietetics (MCP) described above. All three programs have different objectives and meet different student requirements. In addition the three institutions have formed a consortium (UDEC – Utah Dietetic Education Consortium) where they discuss mutual training needs and collaborate on local resources that benefit all three programs.

### **Benefits**

USU DI offers a route to professional certification and/or licensure for graduates with a BS in dietetics, providing a highly qualified pool of dietitians for employers in both the public and private sectors including hospitals, public health care facilities and K-12 schools. The current size and reach of the DI generates sufficient tuition dollars to support faculty, operations and scholarships. USU Distance DI is the second largest supervised practice program in the nation. Resident graduates and those from other states benefit from the high quality education offered by USHE.

### **Consistency with Institutional Mission**

The USU DI is consistent with the land grant university mission, complements the other degrees in nutrition and dietetics that are offered at USU.

5.1.2. Utah State University Mission Statement (2003): The mission of Utah State University is to be one of the nation's premier student-centered land grant and space grant universities by fostering the principle that academics come first; by cultivating diversity of thought and culture; and by serving the public through learning, discovery, and engagement.

## Section IV: Program and Student Assessment

### Program Assessment

Program Goal: The program will provide a supervised practice in dietetics for DPD graduates for Utah State University

- Institutional Mission Reference: "USU provides specialized professional degree programs and ... outreach to Utah citizens through Extension programs."
- Outcome Measures: Up to 10 students from the Utah State University DPD program will be preselected in a CADE approved process for the USU dietetic internship.

Program Goal: The program will prepare graduates to work in Child Nutrition Programs (CNP), school foodservice systems management (FSSM), or administrative dietetics.

- Institutional Mission Reference: "USU is committed to preparing students to serve the people of Utah, the nation and the world. USU DI mission is to train graduates for positions in USDA Child Nutrition Programs and school lunch foodservice management."
- Outcome Measures: Decision makers in school districts where USU interns train will perceive USU DI graduates as qualified for positions in CNP in their district.
- 25% of graduates will indicate on the One-Year Post Graduation survey that they have a "favorable" or better perception of working in CNP and school FSSM.
- The percentage of graduates who obtain employment in CNP and school FSSM will continue to increase.

Program Goal: The program will ensure all interns will complete the program.

- Institutional Mission Reference: USU and the DI are committed to ensuring the interns graduate.
- Outcome Measures: Program completion rate will be 95% or greater

Program Goal: The program will prepare graduates to be competent entry-level dietitians.

- Institutional Mission Reference: "USU provides specialized professional degree programs and is committed to preparing students to serve the people of Utah, the nation and the world."
- Outcome Measures:
- 80% of graduates sitting for the Registration Examination for Dietitians for the first time will pass.
- USU first-time test takers will score at or above the national mean for Total, Nutrition, and Foodservice Management scaled scores.
- Interns will achieve a rating of  $\geq$  "3" or "Doing well, performing as expected for student/intern level" on all final USU DI rotation evaluations.
- Concerning the "entry-level" preparedness of program graduates,  $\geq$  90% of employers that complete the One-Year Post Graduation Employer survey will rate graduates as being "competent" or greater.

### Expected Standards of Performance

Competencies/Learning Outcomes for USU DI Program – 2008 Standards of Education for Dietetic Internship Programs from the Commission on Accreditation of Dietetic Education (CADE)

1. Scientific and Evidence Base of Practice: integration of scientific information and research into practice.

DI 1.1 Select appropriate indicators and measure achievement of clinical, programmatic, quality, productivity, economic or other outcomes

DI 1.2 Apply evidence-based guidelines, systematic reviews and scientific literature (such as the ADA Evidence Analysis Library, Cochrane Database of Systematic Reviews and the U.S. Department of Health and Human Services, Agency for Healthcare Research and Quality, National Guideline Clearinghouse Web sites) in the nutrition care process and model and other areas of dietetics practice

DI 1.3 Justify programs, products, services and care using appropriate evidence or data

DI 1.4 Evaluate emerging research for application in dietetics practice

DI 1.5 Conduct research projects using appropriate research methods, ethical procedures and statistical analysis

2. Professional Practice Expectations: beliefs, values, attitudes and behaviors for the professional dietitian level of practice.

DI 2.1 Practice in compliance with current federal regulations and state statutes and rules, as applicable and in accordance with accreditation standards and the ADA Scope of Dietetics Practice Framework, Standards of Professional Performance and Code of Ethics for the Profession of Dietetics

DI 2.2 Demonstrate professional writing skills in preparing professional communications (e.g. research manuscripts, project proposals, education materials, policies and procedures)

DI 2.3 Design, implement and evaluate presentations considering life experiences, cultural diversity and educational background of the target audience

DI 2.4 Use effective education and counseling skills to facilitate behavior change

DI 2.5 Demonstrate active participation, teamwork and contributions in group settings

DI 2.6 Assign appropriate patient care activities to DTRs and/or support personnel considering the needs of the patient/client or situation, the ability of support personnel, jurisdictional law, practice guidelines and policies within the facility

DI 2.7 Refer clients and patients to other professionals and services when needs are beyond individual scope of practice

DI 2.8 Demonstrate initiative by proactively developing solutions to problems

DI 2.9 Apply leadership principles effectively to achieve desired outcomes

DI 2.10 Serve in professional and community organizations

DI 2.11 Establish collaborative relationships with internal and external stakeholders, including patients, clients, care givers, physicians, nurses and other health professionals, administrative and support personnel to facilitate individual and organizational goals

DI 2.12 Demonstrate professional attributes such as advocacy, customer focus, risk taking, critical thinking, flexibility, time management, work prioritization and work ethic within various organizational cultures

DI 2.13 Perform self-assessment, develop goals and objectives and prepare a draft portfolio for professional development as defined by the Commission on Dietetics Registration

DI 2.14 Demonstrate assertiveness and negotiation skills while respecting life experiences, cultural diversity and educational background

3. Clinical and Customer Services: development and delivery of information, products and services to individuals, groups and populations

DI 3.1 Perform the Nutrition Care Process (a through d below) and use standardized nutrition language for individuals, groups and populations of differing ages and health status, in a variety of settings

DI 3.1.a Assess the nutritional status of individuals, groups and populations in a variety of settings where nutrition care is or can be delivered

DI 3.1.b Diagnose nutrition problems and create problem, etiology, signs and symptoms (PES) statements

DI 3.1.c Plan and implement nutrition interventions to include prioritizing the nutrition diagnosis, formulating a nutrition prescription, establishing goals and selecting and managing intervention

DI 3.1.d Monitor and evaluate problems, etiologies, signs, symptoms and the impact of interventions on the nutrition diagnosis

DI 3.2 Develop and demonstrate effective communications skills using oral, print, visual, electronic and mass media methods for maximizing client education, employee training and marketing

DI 3.3 Demonstrate and promote responsible use of resources including employees, money, time, water, energy, food and disposable goods.

DI 3.4 Develop and deliver products, programs or services that promote consumer health, wellness and lifestyle management merging consumer desire for taste, convenience and economy with nutrition, food safety and health messages and interventions

DI 3.5 Deliver respectful, science-based answers to consumer questions concerning emerging trends

DI 3.6 Coordinate procurement, production, distribution and service of goods and services

DI 3.7 Develop and evaluate recipes, formulas and menus for acceptability and affordability that accommodate the cultural diversity and health needs of various populations, groups and individuals

4. Practice Management and Use of Resources: strategic application of principles of management and systems in the provision of services to individuals and organizations.

DI 4.1 Use organizational processes and tools to manage human resources

DI 4.2 Perform management functions related to safety, security and sanitation that affect employees, customers, patients, facilities and food

DI 4.3 Apply systems theory and a process approach to make decisions and maximize outcomes

DI 4.4 Participate in public policy activities, including both legislative and regulatory initiatives

DI 4.5 Conduct clinical and customer service quality management activities

DI 4.6 Use current informatics technology to develop, store, retrieve and disseminate information and data

DI 4.7 Prepare and analyze quality, financial or productivity data and develops a plan for intervention

DI 4.8 Conduct feasibility studies for products, programs or services with consideration of costs and benefits

DI 4.9 Obtain and analyze financial data to assess budget controls and maximize fiscal outcomes

DI 4.10 Develop a business plan for a product, program or service including development of a budget, staffing needs, facility requirements, equipment and supplies

DI 4.11 Complete documentation that follows professional guidelines, guidelines required by health care systems and guidelines required by the practice setting

DI 4.12 Participate in coding and billing of dietetics/nutrition services to obtain reimbursement for services from public or private insurers

## Section V: Finance

### Budget

R401 Distance Dietetic Internship

5-Year Budget Projection						
Departmental Data	Current Budget— Prior to New Program Implementation	Year 1	Year 2	Year 3	Year 4	Year 5
<b>Personnel Expense</b>						
Salaries & Wages	\$218,623.00	235,264.03	251,049.31	256,070.30	248,724.68	253,699.18
Benefits	91,371.30	98,326.25	104,923.55	107,022.02	103,951.99	106,031.03
<b>Total Personnel Expense</b>	<b>\$309,994.30</b>	<b>333,590.28</b>	<b>355,972.86</b>	<b>363,092.32</b>	<b>352,676.68</b>	<b>359,730.21</b>
<b>Non-personnel Expense</b>						
Travel	\$31,898.00	9,500.00	9,500.00	9,500.00	9,500.00	9,500.00
Capital	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Library	\$0.00					
Current Expense	\$68,000.00	\$68,000.00	\$68,000.00	\$68,000.00	\$68,000.00	\$68,000.00
<b>Total Non-personnel Expense</b>	<b>\$114,898.00</b>	<b>92,500.00</b>	<b>92,500.00</b>	<b>92,500.00</b>	<b>92,500.00</b>	<b>92,500.00</b>
<b>Total Expense (Personnel + Current)</b>	<b>\$424,892.30</b>	<b>\$426,090.28</b>	<b>\$448,472.86</b>	<b>\$455,592.32</b>	<b>\$445,176.68</b>	<b>\$452,230.21</b>
<b>Departmental Funding</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
Appropriated Fund	\$50,322.46	\$50,322.46	\$50,322.46	\$50,322.46	\$50,322.46	\$50,322.46
Other: Program Tuition & Fees	\$429,917.54	\$429,917.54	\$449,127.14	\$469,105.12	\$489,882.23	\$511,490.41
Special Legislative Appropriation						
Grants and Contracts						
Special Fees/Differential Tuition						
<b>Total Revenue</b>	<b>\$480,240.00</b>	<b>\$480,240.00</b>	<b>\$499,449.60</b>	<b>\$519,427.58</b>	<b>\$540,204.69</b>	<b>\$561,812.87</b>
<b>Difference</b>						
Revenue - Expense	\$55,347.70	\$54,149.72	\$50,976.74	\$63,835.26	\$95,028.01	\$109,582.66
Departmental Instructional Cost/Student Credit Hour* (as reported in institutional Cost Study for "current" and using the same Cost Study Definition for "projected")	\$240.00	\$240.00	\$240.00	\$240.00	\$240.00	\$240.00

\* Projected Instructional Cost/Student Credit Hour data contained in this chart are to be used in the Third-Year Follow-Up Report and Cyclical Reviews required by R411.

**Funding Sources**

Based on scheduling and availability, interns can usually complete their program in an open-learning format over the course of two university semesters.

To remain nationally competitive and to insure all program expenses are covered, interns pay a flat program rate as outlined below. Program tuition rates are reviewed annually and approved by USU program administration. Interns participating with the 2012/13 cohort will be charged as follows:

1. Student completing their internship pay \$8,004.00 regardless of residency.

R401 Distance Dietetic Internship

2. Students applying for admission to the program will be charged a \$50 application fee.

Anticipated enrollment growth and competitive program tuition and fees should sustain the program.

**Reallocation**

Does not apply

**Impact on Existing Budgets**

No change will be made to existing budgets. Program is self-supporting and operates in the black. Future growth will be an added benefit to both the RCDE Center and institution.

**Section VI: Program Curriculum**

**All Program Courses**

Course Prefix & Number	Title	Credit Hours
<b>Required Courses</b>		
NFS 6900	ST: Dietetic Internship Orientation	1.0
NFS 6050	Community Public Health Internship I	6.0
NFS 6250	Clinical Nutrition Internship I	10.0
NFS 6350	Food Services Systems Management Internship I	12.0
	<b>Sub-Total</b>	<b>29.0</b>
<b>Elective Courses</b>		
	None	
	<b>Sub-Total</b>	<b>0</b>
<b>Track/Options (if applicable)</b>		
	None	
	<b>Sub-Total</b>	<b>0</b>
<b>Total Number of Credits</b>		<b>29.0</b>

**New Courses to Be Added in the Next Five Years**

Semester 1	Course Prefix and Number	Course Title
<i>(List courses – use one row per course)</i>	None	
Semester 2		
<i>(List courses – use one row per course)</i>	None	
<i>Continue with Semesters for Entire Program</i>		

**Program Schedule**

The curriculum is comprised of a one week internship orientation (one credit) held in Salt Lake City in June with dietetic internship faculty and the RCDE staff participating. The program core consists of three components or rotations: 1. clinical nutrition, 2. community or public health nutrition, and 3. foodservice



systems management. The total length of all rotations combined is 31 weeks and the interns earn 29 academic credits. Interns work face-to-face approximately 36 hours per week with their local preceptors and participate in didactic classes delivered online through CANVAS or WIMBA approximately four hours a week.

Interns must submit a master rotation schedule based on program guidelines on or before orientation week. All program schedule changes made after orientation weeks must be reviewed and approved by a DI program director. Interns must complete all program requirements and coursework as scheduled including assignments, evaluations, didactic time sheets, online audio lectures, quizzes and weekly correspondence with assigned director. Most interns complete the program over the course of two semesters.

### Section VII: Faculty

Ann Martin Mildenhall, MS, RD, CD – Clinical Assistant Professor/DI Program Director

Qualifications: Coordinator, University of Wisconsin Madison Dietetic Internship – 3 years; Director VA Medical Center Dietetic Internship 9 years.

Jennie Oler, MS, RD, CD – Clinical Instructor/Assistant DI Program Director

Qualifications: Chief Clinical Dietitian, Timpanogos Regional Hospital – 2.5 years; Consulting Dietitian, Applegate Homecare and Hospice – 1 year; Medical-Oncology and Surgical Clinical Dietitian, McKay-Dee Hospital – 1.5 years; MS, Nutrition Science; 2004

Cover/Signature Page - Abbreviated Template

Institution Submitting Request: USU Eastern

Proposed Title: Center for Workforce Development

School or Division or Location: Division of Workforce Education and Division of Professional and Technical Education, Price Campus

Institutional Board of Trustees' Approval Date: *MM/DD/YEAR*

Proposal Type (check all that apply):

R401-5		R401-6	
<i>Items submitted will be reviewed by OCHE. If there are any issues, the proposal will be returned for clarification/correction. If no issues, the proposal will be returned with a note of approval and the request will be placed on the General Consent Calendar of the next Regents' agenda.</i>		<i>Items submitted will be reviewed by OCHE. If there are any issues, the proposal will be returned for clarification/correction. If no issues, the proposal will be returned with a note of approval and the request will be placed on the General Consent Calendar of the next Regents' agenda.</i>	
Section #	Item	Section #	Item
4.15.2	<input type="checkbox"/> Minor*	6.1.1	<input type="checkbox"/> Reinstatement of Previously Suspended Program
5.1.1.1	<input type="checkbox"/> New Emphasis on an Existing Degree*	6.1.5	<input type="checkbox"/> Reinstatement of Previously Suspended Unit
5.1.2	<input type="checkbox"/> Certificate of Proficiency Not Eligible for Financial Aid		
5.1.3	<input type="checkbox"/> Out-of-Service Area Delivery of Programs		
5.1.4	<input type="checkbox"/> Name Change of Existing Programs		
	<input type="checkbox"/> Program Transfer		
5.1.5	<input type="checkbox"/> Program Restructure		
	<input type="checkbox"/> Program Consolidation		
5.1.6	<input type="checkbox"/> Program Discontinuation		
	<input type="checkbox"/> Program Suspension		
5.1.7	<input type="checkbox"/> Administrative Unit Creation		
	<input type="checkbox"/> Administrative Unit Transfer		
	<input type="checkbox"/> Administrative Unit Consolidation		
5.1.8	<input checked="" type="checkbox"/> New Center		
	<input type="checkbox"/> New Institute		
	<input type="checkbox"/> New Bureau		
5.1.9	<input type="checkbox"/> Graduate Certificate		

\*Requires "Section VI: Program Curriculum" of Abbreviated Template

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

\_\_\_\_\_ **Signature Date:** *MM/DD/YEAR*

**Printed Name:** Dr. Ray Coward

## Program Request - Abbreviated Template

USU Eastern, Center for Workforce Preparation

### Section I: Request

USU Eastern requests approval to create a Center for Workforce Preparation.

A major part of the College's mission is to prepare a workforce that "creates and sustains" our region. Poor coordination with the local business community, lack of awareness and low visibility of CTE and workforce programs, and confusion with the other academic functions of the College often hamper complete success in this mission function.

The proposed "Center for Workforce Preparation," occupying a very prominent Price Campus location on a major traffic thoroughfare, will signal to the community and to students the prominence of this mission within the College's mission portfolio; will showcase program availability and recruit and enroll CTE and workforce students into degree and training programs that meet local workforce needs; and will stimulate interest and community engagement in aligning workforce supply and workplace demand.

The DWS and Vocational Rehabilitation are invited to partner in the proposed Center, with offices and services on site, functioning in tandem with USU Eastern's current Career Services and workforce-related academic programs. Also, economic development officers from Carbon and Emery Counties have participated in conceptualizing and promoting this request, and will play an ongoing role in planning.

The Center will focus on the following outcomes:

1. Provide more effective coordination among the DWS, Vocational Rehabilitation, the College, Economic Development officers and other related agencies.
2. Engage the employer-community and improve communication of specific workplace demands and needs.
3. Decrease local employers' need to recruit prospective employees from outside the region, and increase the likelihood that employers turn to the College as their preferred source for trained workers.
4. Enhance the likelihood that prospective students turn to the College to improve their economic prospects by seeking workforce training.
5. Transition regional residents from untrained and under-employed or unemployed, to trained and gainfully employed.
6. Align programs and encourage students to train for existing opportunities in the local workplace.
7. Increase enrollment and efficiency in CTE and workforce programs, as measured by the ratio of faculty FTE to student FTE in Workforce and CTE programs.
8. Provide career services to all enrolled students, encouraging them to establish and maintain their DWS database registration and profiles.

## Section II: Need

To serve the regional economy, the College must engage partners, communicate, plan, and align CTE and workforce programs. Communication and planning must occur among the following:

- College faculty and staff.
- Prospective and currently enrolled students.
- Employers.
- The Department of Workforce Services and Vocational Rehabilitation.

At present, USU Eastern's Price Campus CTE and Workforce programs operate without widely recognized headquarters – geographically dispersed on campus among other general education, transfer, and upper-division programs. In fact, some students and community patrons say that the CTE and Workforce programs are “hidden” among other general education and transfer programs, with the result that there is low awareness of CTE and Workforce programs among College constituents.

The proposed Center is intended to be a prominent venue for promoting, planning, and aligning programs. It is intended to be –

- The recognized Price campus location for admission, registration, and advisement in workforce and CTE programs;
- The location for the College's career advisement activities;
- A public and employer reception, communication, and planning center;
- An administrative suite where credit and non-credit programs coordinate and leverage resources;
- A presence for DWS and Vocational Rehabilitation personnel to offer services that attract their various clienteles to the campus and increase the collaboration between workforce and educational agencies.

National sources point to the need for this sort of communication, planning, and alignment:

From Community College Times:

It is the question that puzzles community colleges, employers and workforce development officials around the country: How can an economy that has 14 million unemployed people have so many jobs that seemingly can't be filled? Call it the great jobs mismatch, the persistent and frustrating gap between idle workers and open jobs. The mismatch is hampering the economic recovery and severely impacting those without jobs. According to Georgetown University's Center on Education and the Workforce, the problem is rooted in the fact that many community colleges are not well-connected enough to their local communities to meet emerging job demands (Fixing the Jobs Mismatch).

From the Lumina Foundation:

If colleges expect to attract more students and graduate them prepared for sustainable careers, they must better align program offerings and course curricula to the needs of their

local labor markets. Decisions on which programs to offer and what to teach in class should correspond to employers' immediate and ongoing demand for workers in a particular occupation or with a specific set of skills.

Community colleges already take steps to address the workforce needs of local employers, but their efforts often are hampered by a lack of detailed, up-to-date information about occupations and skills in demand (Aligning Community Colleges to their Local Labor Markets).

### **Section III: Institutional Impact**

USU Eastern will not hire new personnel as a result of the proposed Center. Instead, administrators and staff support personnel for non-credit Workforce Education and for credit CTE programs will co-locate in a newly remodeled space, alongside College-provided office space for DWS and Vocational Rehabilitation colleagues.

The proposed space is the Art Building on the Price Campus, a 5,000 square foot facility located adjacent and south of the current Student Center.

The Art Building currently provides space for a very small number of ceramics and three-dimensional design courses, totaling about six (6) student FTE per year. The College has no degree offerings in art, and no other programs are offered in the Art Building. A single adjunct instructor offers all of the courses that are taught in the Art Building. The College feels that, given the small enrollment in these art courses, this medium-sized facility can be put to more strategic use. Some art courses can be located in other locations, and others can be discontinued or deferred.

The College has identified funding for remodeling the Art Building, providing a new public entry, furnishings, signage, offices, and reception and meeting space. The remodeling is expected to be quite comprehensive, with upgrades and changes to most of the facility.

### **Section IV: Finances**

The remodeling of the 5,000 square foot building is projected to cost \$300,000 one-time. The Art Building is currently on the campus's O & M inventory, and because no new space will be created, there will be no increase to O & M requests associated with the remodeling.

Another important financial impact relates to efficiency of CTE and Workforce programs at USU Eastern's Price Campus. Currently, the ratio of faculty to student FTE in these programs is approximately 1:8. With greater alignment, subscription, and enrollment growth, the College can achieve a higher ratio, leading to a higher number of program completers (who will fulfill the demands of the local labor market) without a substantial increase in fixed costs, especially those related to salary and benefits.