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CURRICULUM SUBCOMMITTEE AGENDA
6 February 2014

A meeting of the Curriculum Subcommittee of the Educational Policies Committee will be held on 6 February 2014 at 2 p.m. in Old Main 136 (Champ Hall Conference Room).

Approval of the minutes of the 9 January 2014 meeting (see below)

College of Agriculture and Applied Sciences

Department of Agricultural Systems Technology and Education

New Course

ASTE 6460	Integrating Career and Technical Education Curriculum with Science, Technology, Engineering, and Mathematics Effective Spring 2014	3 cr.
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Department of Nutrition, Dietetics and Food Sciences

Title Change, Course Description Change

NDFS 4750	Transition to Professional Practice Previously Management of Dietetics Effective Spring 2015	2 cr.
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Title Change, Prerequisite Change, Course Description Change

NDFS 4760	Transition to Professional Practice Lab Previously Management of Dietetics Lab Prerequisite: Must be enrolled in final year in Coordinated Program in Dietetics (CPD) or Didactic Program in Dietetics (DPD) Effective Spring 2015	2 cr.
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School of Applied Sciences, Technology and Education

New Course

FCSE 2520	Managing FCCLA Effective Spring 2014	1 cr.
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Jon M. Huntsman School of Business

Department of Accounting

Grade Mode Change

ACCT 4300	Accounting Internship Change to Pass/Fail Only Spring 2014	3 cr.
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ACCT 6300 Accounting Internship 3 cr.
Change to Pass/Fail Only
Spring 2014

Department of Economic and Finance

Prerequisite Change

FIN 5250 Banking Regulation 3 cr.
Prerequisites: Grade of B- (2.67) or better in FIN 3400; admittance to a
USU major; cumulative GPA of 2.67 or higher; completion of at least 40
credits.
Effective Spring 2015

Course Number Change, Prerequisite Change

FIN 5300 Fixed Income 3 cr.
Previously FIN 6300
Prerequisite: FIN 4410 and FIN 4460 or accepted into the Master of
Financial Economics Program
Effective Spring 2015

Course Number Change, Title Change, Prerequisite Change, Course Description Change

FIN 5440 Cases in Finance 3 cr.
Previously FIN 6440, Financial Decision Making
Prerequisites: FIN 4410 and FIN 4460 or accepted into the Masters of
Financial Economics Program
Effective Spring 2015

Emma Eccles Jones College of Education and Human Services

Department of Communicative Disorders and Deaf Education

New Course

COMD 5910 Interpreting I: Vocabulary Development 3 cr.
Prerequisites: Permission of instructor
Effective Spring 2014

COMD 5920 Interpreting II: Legal Issues and Interpreting 3 cr.
Prerequisites: Permission of instructor
Effective Spring 2014

COMD 5930 Interpreting III: Current Issues and Trends 3 cr.
Prerequisites: Permission of instructor
Effective Spring 2014

Prerequisite Change

COMD 3910 American Sign Language II 4 cr.
Prerequisite: Grade of B- or better in COMD 3010
Effective Fall 2014

Title Change, Prerequisite Change, Course Description Change

COMD 4910/6910	American Sign Language III: Linguistics of ASL Previously American Sign Language III Prerequisites for COMD 4910: Grade of B- or better in COMD 3910 Prerequisites for COMD 6910: Grade of B- or better in COMD 3910 or permission of instructor University Studies Designation: CI Effective Fall 2014	4 cr.
COMD 4920/6920	American Sign Language IV: Academic Use of ASL Previously American Sign Language IV Prerequisites for COMD 4920: Grade of B- or better in COMD 4910 Prerequisite for COMD 6920: Grade of B- or better in COMD 4910 or 6910 or permission of instructor Effective Fall 2014	4 cr.

Prerequisite Change

COMD 5740/6740	Teaching Reading to Deaf and Hard of Hearing Children Prerequisite: Grade of B- or better in COMD 3910 or permission of instructor Effective Fall 2014	3 cr.
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Department of Psychology

New Course

PSY 5600	Psychology Honors Seminar Prerequisite: Must be an honors student majoring in Psychology Pass/Fail Only Repeatable for credit Effective Spring 2014	1 cr.
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School of Teacher Education and Leadership

Credit Hour Change

TEAL 6370	Supervised Internship in Reading and Writing Previously 1-3 cr. Effective Fall 2014	3 cr.
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Department of Watershed Sciences

Prerequisite Change

WATS 4490/6490 Small Watershed Hydrology 4 cr.
No Prerequisites required for WATS 6490
University Studies Designation: QI
Effective Spring 2014

Department of Wildland Resources

Credit Hour Change, Prerequisite Change

WILD 3800 Wildland Ecosystems 4 cr.
Previously 3 cr.
Prerequisites: BIOL 1620 and BIOL 2220 or NR 2220
Effective Fall 2014

Prerequisite Change

WILD 3810 Plant and Animal Populations 3 cr.
Prerequisites: BIOL 2220 or NR 2220 and one of the following:
MATH 1100 or STAT 2000 or STAT 3000
Effective Fall 2014

WILD 4500 Principles of Wildlife Management 3 cr.
Prerequisite: WILD 3810
Effective Fall 2014

WILD 4750 Monitoring and Assessment in Natural Resource and
Environmental Management 3 cr.
Prerequisites: BIOL 1610, BIOL 1620, BIOL 2220 or NR 2220,
MATH 1100, STAT 2000 or STAT 3000
Effective Spring 2014

WILD 5560/6560 Applied Avian Ecology 3 cr.
Prerequisites: BIOL 1620 and BIOL 2220 or NR 2220
Effective Fall 2014

Prerequisite Change, Course Number Change

WILD 3850 Vegetation and Habitat Management 3 cr.
Previously WILD 4850
Prerequisite: WILD 3800
Effective Fall 2014

College of Science

Department of Chemistry

New Course

CHEM 5100 Computational Chemistry 3 cr.
Prerequisite: CHEM 3070 or permission of instructor
Effective Spring 2014

Department of Mathematics and Statistics

New Course

MATH 0995 College Mathematics Preparation 4 cr.
Prerequisites: One of the following within the last year or three consecutive semesters (including summer): Grade of C-or better in MATH 0950; or satisfactory score on the Math Placement Exam.
Effective Spring 2014

STAT 1045 Introduction to Statistics with Elements of Algebra 5 cr.
Prerequisites: One of the following within the last year or three consecutive semesters (including summer): Grade of C-or better in MATH 0990 or a higher level mathematics course; or satisfactory score on the Math Placement Exam
Effective Spring 2014

Other Business

Request from the Department of English to change the name of Master of Science and Master of Arts in English to Master of Technical Communication (see below)

Request from the Department of Mathematics and Statistics to discontinue the Plan C Options in the MS Degree in Mathematics and the MS Degree in Statistics (see below)

Request from the Department of Mathematics and Statistics to restructure the PhD in Mathematical Sciences by reducing the number of credits required (see below)

CURRICULUM SUBCOMMITTEE MINUTES
9 January 2014

A meeting of the Curriculum Subcommittee of the Educational Policies Committee was held on 9 January 2014 at 2 p.m. in Old Main 136 (Champ Hall Conference Room).

Present:

- Ed Reeve, Chair,
- Ed Reeve, College of Agriculture
- Nicholas Morrison, Caine College of the Arts
- Frank Caliendo, Huntsman School of Business
- Donna Gilbertson, Emma Eccles Jones College of Education and Human Services (representing Scott Hunsaker)
- Dean Adams, College of Engineering
- Michael Lyons, College of Humanities and Social Sciences
- Karen Mock, Quinney College of Natural Resources
- Richard Mueller, College of Science
- Norm Jones, General Education Subcommittee Chair
- Steve Beck, Graduate Council
- Brittney Garbrick, Graduate Studies Senator
- Kacy Lundstrom, Libraries
- Travis Peterson, Regional Campuses and Distance Education
- Robert Powell, USU- Eastern
- Marci Smith, Registrar's Office (representing Roland Squire)
- Jessica Hansen, Registrar's Office (representing Cathy Gerber)

Michael Lyons moved to approve the minutes of the 5 December 2013 meeting. Norm Jones seconded; motion approved.

Richard Mueller moved to approve the business of the College of Agriculture and Applied Sciences. Norm Jones seconded; motion approved.

College of Agriculture and Applied Sciences

School of Veterinary Medicine

New Course

VM 7562	Complementary and Alternative Veterinary Medicine Pass/Fail only Prerequisite: Must be accepted into the veterinary medical program Effective Spring 2014	1 cr.
VM 7567	Applied Large Animal Theriogenology Pass/Fail only Prerequisite: Must be accepted into the veterinary medical program Effective Spring 2014	1 cr.

VM 7571	Large Animal Theriogenology Laboratory Pass/Fail Only Prerequisite: Must be accepted into the veterinary medical program Effective Spring 2014	1 cr.
VM 7576	Emerging and Exotic Diseases of Animals Pass/Fail Only Prerequisite: Must be accepted into the veterinary medical program Effective Spring 2014	1 cr.
VM 7599	Equine Neonatal Medicine Pass/Fail only Prerequisite: Must be accepted into the veterinary medical program Effective Spring 2014	1 cr.
Credit Hour Change		
VM 7522	Fundamentals of Pharmacology Previously 2 cr. Pass/Fail only Effective Fall 2014	3 cr.
School of Applied Sciences, Technology and Education		
New Course		
AV 2335	Private Pilot Ground School Helicopter Effective Spring 2014	4 cr.
AV 2525	Instrument Pilot Ground School Helicopter Prerequisite: AV 2335 Effective Spring 2014	4 cr.
AV 2625	Commercial Pilot Ground School Helicopter Prerequisites: AV 2355, AV 2525, AV 2545, AV 2555 Effective Spring 2014	2 cr.
AV 3725	Certified Flight Instructor Ground School Helicopter Prerequisites: AV 1100, AV 2625, AV 2665, grade of C- or better in MATH 1050. Aviation Technology majors only. Effective Spring 2014	2 cr.
AV 3825	Certified Flight Instructor-Instrument Ground School Helicopter Prerequisites: AV 2745, AV 3725 Effective Spring 2014	1 cr.

Department of Management

New Course

MGT 4545 Marketing and Sales Technology 3 cr.
Prerequisites: B- or better in MGT 3500, admittance to a USU major,
cumulative GPA of 2.67 or higher, completion of at least 40 credits
Effective Spring 2014

MGT 6000 Business Fundamentals 3 cr.
Prerequisites: ACCT 2010, FIN 3400, MGT 3500; or business
undergraduate degree; or director approval
Effective Spring 2014

Title Change

MGT 4530 Marketing Research 3 cr.
Previously Marketing Intelligence
Effective Fall 2014

MGT 4535 Promotional Strategy 2 cr.
Previously Marketing Campaigns
Effective Fall 2014

MGT 4560 Strategic Sales 2 cr.
Previously Strategic Sales Management
Effective Fall 2014

MGT 4590 Marketing Strategy 3 cr.
Previously Marketing Audit
Effective Fall 2014

Title Change, Prerequisite Change

MGT 4540 Social and New Media 2 cr.
Previously Social Media Marketing
Prerequisites: MGT 4535; grade of B- or better in MGT 3500; admittance
to a USU major; cumulative GPA of 2.67 or higher; completion of at least
40 credits.
Effective Fall 2014

Department of Management Information Systems

Title Change, Course Description Change

MIS 3800 IT Infrastructure 3 cr.
Previously Information Technology Hardware and System Software
Effective Fall 2014

Prerequisite Change		
MIS 5300	Advanced Data Communications Prerequisites: MIS 2100, MIS 3800, admittance to a USU major, cumulative GPS of 2.67 or higher, completion of at least 40 credits OR admittance to the MMIS program Effective Fall 2014	3 cr.
MIS 5650/6650	Advanced Website Development Prerequisites: MIS 3330, MIS 3800 and CS 1400 or MIS 3500, admittance to a USU major, cumulative GPA of 2.67 or higher, completion of at least 40 credits OR Admittance to the MMIS program Effective Fall 2014	3 cr.
MIS 5700	Internet Management and Electronic Commerce University Studies Designation: DSS Prerequisites: Admittance to a USU major; cumulative GPA of 2.67 or higher; completion of at least 40 credits. Some programming experience is helpful. Effective Fall 2014	3 cr.
Prerequisite Change, Course Description Change		
MIS 5050/6050	Advanced Web-Based Management Information Systems Development Prerequisites: MIS 3330, MIS 3800, CS 1400 or MIS 3500, admittance to a USU major, cumulative GPA of 2.67 or higher, completion of at least 40 credits OR Admittance to the MMIS program Effective Fall 2014	3 cr.
MIS 5900	Systems Design and Implementation University Studies Designation: CI Prerequisites: MIS 2100, MIS 3800 and MIS 3500 or CS 1400; admittance to a USU major; cumulative GPA of 2.67 or higher; completion of at least 40 credits Effective Fall 2014	3 cr.

Donna Gilbertson moved to approve the business of the Emma Eccles Jones College of Education and Human Services. Norm Jones seconded; motion approved.

Emma Eccles Jones College of Education and Human Services

Department of Psychology

New Course

PSY 6620	Instructional Interventions and Consultation Prerequisite: Matriculation into Psychology graduate program Effective Spring 2014	3 cr.
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Dean Adams moved to approve the business of the College of Engineering. Nick Morrison seconded; motion approved.

College of Engineering

University Studies Request

ENGR 3080 Technical Communication for Engineers 3 cr.
Add University Designation: CI
Effective Spring 2014

Michael Lyons moved to approve the business of the College of Humanities and Social Sciences. Norm Jones seconded; motion approved.

College of Humanities and Social Sciences

Department of History

University Studies Request

RELS 3050 Introduction to Christianity 3 cr.
Add University Studies Designation: DHA
Effective Spring 2014

Department of Languages, Philosophy and Communication Studies

Grade Mode Change

LING 5500 Student Teaching Seminar 2 cr.
Change grade mode to letter grade
Effective Fall 2014

Department of Sociology, Social Work and Anthropology

New Course

SW 6590 Advanced Standing Seminar I: Social Work Generalist 3 cr.
Practice-Theories and Methods
Effective Spring 2014

SW 6595 Advanced Standing Seminar II: Social Work Generalist 3 cr.
Practice-Research and Policy
Effective Spring 2014

Title Change, Course Description Change

SOC 7660 Public Sociology: Ecological Justice and Community Action 3 cr.
Previously The Environment and Social Inequality
Effective Fall 2014

University Studies Request

ANTH 4990 Contemporary Issues in Anthropology 3 cr.
Add University Studies Designation: CI
Effective Spring 2014

Karen Mock moved to approve the business of the S. J. and Jessie E. Quinney College of Natural Resources. Richard Mueller seconded; motion approved.

S. J. and Jessie E. Quinney College of Natural Resources

Credit Hour Change, Grade Mode Change

NR 4250	Natural Resources Capstone Experience for Interdisciplinary Studies and General Studies Previously 3 cr. Pass/Fail only Effective Summer 2014	1-3 cr.
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Department of Environment and Society

New Course

GEOG 6920	Field Experiences in Development Geography Pass/Fail only Repeatable for credit Prerequisite: Permission of instructor Effective Spring 2014	1-6 cr.
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Course Number Change, Title Change, Course Description Change, Dual List Change

GEOG 4950	Special Topics Previously GEOG 5900, Graduate Special Topics Remove dual list of GEOG 6900 Repeatable for credit Effective Fall 2014	1-4 cr.
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Course Description Change, Dual List Change

GEOG 6900	Graduate Special Topics Remove dual list of GEOG 5900 (being changed to GEOG 4950) Repeatable for credit Effective Fall 2014	1-4 cr.
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Department of Watershed Sciences

Prerequisite Change

WATS 4310/6310	Wetland Ecology and Management Prerequisite for WATS 4310: WATS 3700 No prerequisite for WATS 6310 Effective Fall 2014	3 cr.
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Other Business

Meeting adjourned 2:20 p.m.

Ed Reeve conducted the meeting.

Jessica Hansen recorded the minutes.

Cover/Signature Page - Abbreviated Template

Institution Submitting Request: Utah State University

Proposed Title: Change of Program Name from Master of Science in English with Specialization in Technical Writing

to Master of Technical Communication.

Currently Approved Title: Master of Science in English with Specialization in Technical Writing

School or Division or Location:

Department(s) or Area(s) Location: Department of English

Recommended Classification of Instructional Programs (CIP) Code¹ (for new programs):

Current Classification of Instructional Programs (CIP) Code (for existing programs): 00.0000

Proposed Beginning Date (for new programs): August, 2014

Institutional Board of Trustees' Approval Date:

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
4.1.5.2	<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 checked="" 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 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:

Printed Name:

¹ 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>.

Institution Submitting Proposal: Utah State University

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

Department(s) or Area(s) in Which Program/Administrative Unit Will Be Located: Department of English

Program/Administrative Unit Title:

Recommended Classification of Instructional Programs (CIP) Code: ____ . ____ ____

Certificate, and/or Degree(s) to Be Awarded: Master of Technical Communication

Proposed Beginning Date: July 1, 2014

Institutional Signatures (*as appropriate*):
Department Chair

Dean or Division Chair

Jeannie Thomas,
Dept. Head, English

John C. Allen, Dean
Dean, College of Humanities and Social Sciences

Graduate School Dean

*Mark R. McLellan, Vice President for Research
and Dean of the School of Graduate Studies*

Program Request – Abbreviated Template
Utah State University
Department of English

Change of Program Name from Online M. S. in English with Specialization in Technical Writing to Master of Technical Communication.

Section 1: Request

Currently, Utah State University is encouraging departments not to offer Plan C degrees with M.S. or M.A. designations. It is suggested that whenever a Plan C degree is offered, it should be identified as a professional degree. Recently, the Department of English evaluated its M.S. and M.A. offerings and determined that it should make one change toward meeting this request. Since it is not reasonable to offer the online specialization in Technical Writing as a Plan A or Plan B degree, and because technical writing is a profession, the specialization should be recognized as a professional degree with appropriate name change to "Master of Technical Communication." This change would also make it a master's degree program in its own right rather than a specialization within the English master's program.

The online M.S. in English with specialization in Technical Writing has been a Plan C degree with no final project, paper, or thesis because such extended academic research projects are not useful to the lives or careers of the students, who are all working professionals and would universally prefer more class time. Attempting to design some sort of final experience, such as a thesis, only makes the program less relevant to the students and would deprive them of valuable classes. Therefore, the request is to change its name to reflect its existing professional nature.

Section II: Need

The online technical writing degree caters exclusively to working professional writers, and offers a range of courses from applicable theory (e.g., editing, rhetorical theory) to highly technical skills (e.g., content management, user experience evaluation/design). The students have significant respect for the program, and they are respected for being in it. A good number of the students find themselves promoted or moved to better and more interesting jobs, in part because of the quality of the education we offer. It is important that the fundamental schema of the program not change. It makes more sense to change the program's designation to a professional degree.

A number of relevant student comments about the program in its current configuration indicate their respect for the program as it now exists:

It is one of the pioneers in online education in this region, has a strong background in education, and two of the most experienced online educators in the field are in the TPPC program.

David Hoffman

Our Program in a Nutshell: working professional communicators... Ranked in the top five nationally... Course based, requiring no thesis... Take the entire program online...

Steven Lemanski

I also applied to two other universities (both reputable in name) and was accepted, but what drew me to this program is the fact that the curriculum looks very practical and was a top DE program. . .

. Another important factor was that it was a reputable program for working professionals. The other programs were geared towards those WANTING a career in Technical Writing . . .

Serene Ma

The program, as configured, enjoys an excellent national reputation.

The only thing that should be changed is the program's name. Originally conceived, the name "Technical Writing" was reasonable because the program largely taught writing and editing skills, but through the years the profession has evolved and the students do much more. Today, the program maintains a healthy student body of working professionals that can include directors, Web managers, user experience analysts, content managers, lead writers, managing editors, and the like. They share their professional skills and experiences in the classes, making the classes much richer for everybody involved and making the classes more about communication than writing. A name change to "Master of Technical Communication" would much more accurately describe our content and the professional nature of the program.

In the end, our request is that the program's structure and instructional schema remain unchanged but that the program be designated as professional and the name be "Master of Technical Communication."

Section III: Institutional Impact

The online Technical Writing specialization impacts the university to the extent that it has a national reputation for being among the best programs of its kind. Some of its professors have taught these subjects online since the summer of 1997—longer than anybody else in the nation. The subject matter is as rich, or richer, than any other university offers. Making no structural changes in the program maintains that sterling reputation. On the other hand, a name change will attract more of those professionals who are often put off by a diploma that says "Master of Science in English," with no mention of the specialization.

Section IV: Finances

No additional costs are expected from this change. However, there may be increased online student enrollment, which would increase income for the university and Department of English. If necessary, program size is limited through the admission selection process.

Section V: Program Curriculum

The Technical Communication program is designed for working professionals who are interested in practical theories that will help them make strategic decisions in the workplace and in cutting edge ideas and technologies that will help them plan for their professional futures. Individuals who complete the programs will be able to . . .

- Make strategic, professional decisions based on a foundation of sound theory and current professional information.
- Display a depth of knowledge, matching or surpassing their peers in areas such as
 - User experience analysis
 - Content management
 - Web design and management

- Information architecture
- Complex information systems
- Game design and theory
- Professional editing
- eBook publication
- Expand their understanding of the complexities of the profession as it evolves, through a habit of lifelong learning.

The current online Master of Science in English with specialization in Technical Writing is a highly successful program with a core of two required courses (ENGL 6400: Advanced Editing and ENGL 6410: Theory and Research in Technical Communication) and two sections (Issues in Professional Communication and Specialized Publications) devoted to professional/theoretical skills (e.g., publications management, studies in digital media, human factors in professional communication, rhetorical theory). Students are typically offered two or three courses per semester; because they are working professionals, they usually take one or two. In the end, they take 33 hours of course work and (by taking summer courses) can finish their degree in two years.

The online Master of Technical Communication will continue using the same technologies and resources as it has in the past. The program requires nothing new from the university or department to continue uninterrupted. Shown in the table below are the current required and optional courses available from this program.

Course Prefix & Number	Title	Credit Hours
Required Courses—Section A		
ENGL 6400	Advanced Editing	3
ENGL 6410	Theory & Research in Professional Communication	3
	Sub-Total	6
Elective Courses—Section B Issues in Professional Communication		
ENGL 6420	Usability and Human Factors in Professional Communication	3
ENGL 6430	Publications Management	3
ENGL 6450	Reading Theory & Document Design	3
ENGL 6800	Theory and Practice of Online Education in Writing	3
ENGL 6830	Rhetorical Theory	3
ENGL 6890	Studies in Writing and Rhetoric (repeatable for up to 6 credits)	3-6
	Sub-Total	18-24
Elective Courses—Section C Specialized Publications		
ENGL 6460	Studies in Digital Media (repeatable for up to 12 credits)	3-12
ENGL 6470	Studies in Specialized Documents	3-12
Track/Options (if applicable)		
	Sub-Total	6-24
Students take core courses and select from Sections B & C to complete 33 hours.	Total Number of Credits	33

New Courses to Be Added in the Next Five Years

We plan to offer no new courses within the next five years.

Program Schedule

Typically, the program offers two or three courses per semester, with an additional three or four on-campus or online offerings in the summer. Offerings will combine a theoretical option with a professional option.

This past year, we offered the following courses.

Spring 2012

ENGL 6400: Advanced Editing (Dr. Keith Grant-Davie)

ENGL 6450: Reading Theory and Document Design (Dr. Ryan Moeller)

ENGL 6460: Studies in Digital Media—eBook Publication (Dr. David Hailey)

Summer 2012 (mix of online and on-campus courses)

ENGL 6460: Studies in Digital Media—Photography for Writers (Dr. Ron Shook)

ENGL 6470: Specialized Documents—Preparing Resumes and Electronic Portfolios (Dr. Rebecca Walton)

ENGL 6470: Specialized Documents—Proposal and Grant Writing for Science, Business (Dr. John McLaughlin)

ENGL 6800: Theory and Practice of Online Education. (Dr. Keith Gibson)

Fall 2012

ENGL 6410: Theory and Research in Professional Communication (Dr. Ryan Moeller)

ENGL 6460: Studies in Digital Media—The Well-Formed Website (Dr. David Hailey)

ENGL 6830: Rhetorical Theory (Dr. Keith Grant-Davie)

Spring 2013

ENGL 6400: Advanced Editing (Dr. Keith Grant-Davie)

ENGL 6430: Publications Management (Dr. David Hailey)

ENGL 6890: Studies in Writing and Rhetoric: Apology, Image Repair, and Crisis Communication (Dr. Keith Grant-Davie)

ENGL 6460, 6470, and 6890 are particularly flexible courses, permitting teachers to adapt them as the profession evolves. This is largely why we have little need to add new courses or make major changes to old ones.

Faculty

The following faculty from the Department of English will be available to instruct in this program:

Keith Grant-Davie, Associate Professor, Ph.D., Technical Communication Rhetoric

David Hailey, Associate Professor, Ph.D., Technical Communication Technologies

John McLaughlin, Associate Professor, Ph.D., Linguistics

Ryan Moeller, Associate Professor, Ph.D., Technical Communication Technologies and Rhetoric

Ron Shook, Associate Professor, Ph.D., Technical Communication Design

Rebecca Walton, Assistant Professor, Ph.D., Technical Communication Technologies and Rhetoric

Deborah Ray, RCDE online Instructor, MS in Technical Writing, Specialized Professional Skills

Cover/Signature Page - Abbreviated Template

Institution Submitting Request: Utah State University

Proposed Title:

Currently Approved Title: Plan C Masters Degree in Mathematics

School or Division or Location: College of Science / Graduate School

Department(s) or Area(s) Location: Mathematics and Statistics

Recommended Classification of Instructional Programs (CIP) Code¹ (for new programs):

Current Classification of Instructional Programs (CIP) Code (for existing programs): 40.0801

Proposed Beginning Date (for new programs): Upon Approval

Institutional Board of Trustees' Approval Date:

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
4.1.5.2	<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		
5.1.5	<input type="checkbox"/> Program Transfer		
	<input type="checkbox"/> Program Restructure		
	<input type="checkbox"/> Program Consolidation		
5.1.6	<input checked="" 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 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: October 29, 2013

Printed Name: Dr. Larry Smith

¹ 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>.

Institution Submitting Proposal: Utah State University

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

Department(s) or Area(s) in Which Program/Administrative Unit Will Be Located:

Program/Administrative Unit Title:

Recommended Classification of Instructional Programs (CIP) Code:

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

Proposed Beginning Date: Upon Approval

Institutional Signatures (*as appropriate*):

Department Chair

Dean or Division Chair

D. Richard Cutler
Dept. Head, Mathematics and Statistics

James A. MacMahon
Dean College of Science

Mark R. McLellan, Vice President for Research
and Dean of Graduate Studies

Date: October 29, 2013

**Program Request - Abbreviated Template
Utah State University
Department Mathematics and Statistics**

Discontinuation of the Plan C Options in the M.S. Degree in Mathematics/M.S. Degree in Statistics

Section I: Request

Recently the Department of Mathematics and Statistics (Math/Stat) completed a review of its graduate programs. Currently, Math/Stat Master's students can complete an M.S. degree in one of three disciplines: Mathematics, Statistics, or Industrial Mathematics. Within each, a student can select either the Plan A (at least 30 credits, including 6-15 credits of research), Plan B (at least 30 credits, including 3 credits associated with a required report), or Plan C (at least 33 credits, all coursework).

In the Math/Stat graduate programs review it was found that the Plan C option is not substantially different from the Plan B option, and has not been supported in practice by our faculty already for some time. Math/Stat decided collectively at least 5 years ago to effectively end the Plan C by not offering funding to any incoming student not opting for Plans A or B. The Plan C option does not comprise any research component, with the undesirable consequence that students under Plan C do not contribute meaningfully to the research efforts of the department. The request of this R401 is to eliminate the Plan C option from the MS degree program in Mathematics and in the M.S. degree program in Statistics

Section II: Need

The Plan C option is not needed, as it is not substantially different from the current Plan B M.S. degree in either Mathematics or Statistics, and provides no research experiences that (under Plans A and B) provide critical benefits both for our students and faculty.

Section III: Institutional Impact

The proposed changes will not affect existing administrative structures or existing facilities and will have essentially no impact on faculty and staff requirements.

Section IV: Finances

No costs or savings are anticipated to result from these program changes.

Section V: Program Curriculum

*****THIS SECTION OF THE ABBREVIATED TEMPLATE REQUIRED FOR EMPHASES AND MINORS ONLY.*****

As this request is for dropping a program only, there is no program curriculum associated with this request.

Cover/Signature Page - Abbreviated Template/Abbreviated Template with Curriculum

Institution Submitting Request: Utah State University
Proposed Title: PhD in Mathematical Sciences
Currently Approved Title: PhD in Mathematical Sciences
School or Division or Location: College of Science
Department(s) or Area(s) Location: Department of Mathematics and Statistics
Recommended Classification of Instructional Programs (CIP) Code¹ (for new programs):
Current Classification of Instructional Programs (CIP) Code (for existing programs): 27
Proposed Beginning Date (for new programs): Upon Approval
Institutional Board of Trustees' Approval Date: MM/DD/YEAR

Proposal Type (check all that apply):

Regents' General Consent Calendar Items	
<i>R401-5 OCHE Review and Recommendation: Approval on General Consent Calendar</i>	
SECTION NO.	ITEM
5.1.1 <input type="checkbox"/>	Minor*
5.1.2 <input type="checkbox"/>	Emphasis*
5.2.1 <input type="checkbox"/>	Certificate of Proficiency*
5.2.3 <input type="checkbox"/>	Graduate Certificate*
5.4.1 <input type="checkbox"/>	New Administrative Unit
	Administrative Unit Transfer
	Administrative Unit Restructure
	Administrative Unit Consolidation
5.4.2 <input type="checkbox"/>	New Center
	New Institute
	New Bureau
5.5.1 <input type="checkbox"/>	Out-of-Service Area Delivery of Programs
5.5.2 <input checked="" type="checkbox"/>	Program Transfer
	Program Restructure
	Program Consolidation
5.5.3 <input type="checkbox"/>	Name Change of Existing Programs
5.5.4 <input type="checkbox"/>	Program Discontinuation
	Program Suspension
5.5.5 <input type="checkbox"/>	Reinstatement of Previously Suspended Program
	Reinstatement of Previously Suspended Administrative Unit

*Requires "Section V: 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: 10/29/2013

Printed Name: Larry Smith

¹ 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>.

Institution Submitting Proposal: Utah State University

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

Department(s) or Area(s) in Which Program/Administrative Unit Will Be Located:

Program/Administrative Unit Title:

Recommended Classification of Instructional Programs (CIP) Code:

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

Proposed Beginning Date: Upon Approval

Institutional Signatures (*as appropriate*):

Department Chair

Dean or Division Chair

D. Richard Cutler
Dept. Head, Mathematics and Statistics

James A. MacMahon
Dean College of Science

Mark R. McLellan, Vice President for Research
and Dean of Graduate Studies

Date: October 29, 2013

Program Request - Abbreviated Template
Utah State University
Department of Mathematics and Statistics PhD
10/03/2013

Section I: Request

Following a comprehensive self-evaluation, and based on our resulting five-year graduate studies strategic plan, the Department of Mathematics and Statistics (Math/Stat) requests to restructure its PhD program. For this degree program the current credit hour requirements are 90 for BS to PhD and 60 for MS to PhD for incoming students. Math/Stat proposes that the minimum credit hours be reduced to 72 credit hours for the BS to PhD (an 18-credit change), and 45 credit hours for the MS to PhD (a 15 credit-hour change).

Section II: Need

The PhD degree in the Department of Mathematics and Statistics draws on a dynamic and flexible program designed to prepare candidates for careers in academic research and teaching, collaborative science, and public and private enterprise. To that end, degrees can be completed in four specialties: Pure and Applied Mathematics, Interdisciplinary Studies, College Teaching, and Statistics. The PhD is awarded based on a combination of coursework (required both by the department and student's thesis committee), demonstrated mastery of the student's area of research, and novel scholarly research. Most PhD candidates in our department currently require more than 4 years (generally 5-6) to complete their respective programs, regardless of whether they begin either with a BS or MS. Reducing the required credit hours will unquestionably encourage greater efficiency in engaging students more quickly in their research areas and shorten their years to completion. However, aside from merely shortening the course requirements, there are several compelling reasons why this change will significantly improve the health of our PhD program.

- First, nearly all of our PhD students enter the program having taken some of the courses we offer, and which they repeat for no other reason than the need to fulfill credit requirements.
- Second, in comparison to other departments of mathematics and statistics, and certainly relatively to other disciplines, our PhD students gain significant experience in the classroom. Most of our graduate students are funded through teaching assistantships, providing an invaluable service for a department that covers more than 7% of all credit hours on the USU Logan campus. This benefits our graduate students in multiple ways: providing financial support, preparing them for potential careers that include teaching and math education, and building their mastery of mathematical and statistical principles by teaching and mentoring others. In other words, while our PhD students receive no credit for these efforts, their intensive teaching experiences nevertheless provide an important foundation for both their research and careers. Reducing the credit requirements as suggested would significantly recognize this.
- Third, through extensive discussions within our collective faculty and within our disciplinary subgroups, we have identified inefficiencies among some course offerings. These arise particularly where content overlaps over two or more courses, or where content is outdated and should be revised to address the need for more modern approaches or skills (e.g., avoiding "reinventing the wheel" by spending inordinate time addressing older numeric or computational methods that are now considered

conventional). By scrutinizing such courses, in the short term we can easily modify existing courses to cover more material by eliminating overlaps and updating content, hence in large part maintaining (and improving) breadth even while lowering the overall PhD credit requirement. For the long term, our department is engaged in continuing this process, by eliminating outdated or less useful classes (that do not currently support active research areas), developing new courses that address modern methods that facilitate research, and shortening and sequencing existing courses in order to eliminate overlaps and leverage common fundamental skill sets required by multiple courses.

- Fourth, as a department we have modified our incentives to encourage more rapid progress toward PhD completion. For example, our TA's receive stipend increases based on achieving specific benchmarks, and we have tied those raises more strictly to a schedule of year-to-year progress (first: program of study and committee; second: comprehensive exam; third: proposal defense). This will ensure that students take the initiative to engage in their research area more quickly, and the reduced credit requirement for the PhD program will facilitate this engagement.

These circumstances strongly convince us that our proposed PhD credit hour reduction – even if implemented unilaterally – will greatly enhance our program, and provide increased opportunity for growth. Most importantly, our recent self-study has revealed that our credit hour requirements significantly exceed nearly all of our peer institutions. In addition to some of the inefficiencies described above, this hampers our recruitment efforts. Potential graduate students are not eager to join a program with outdated and onerous coursework requirements.

Section III: Institutional Impact

The proposed changes will require no new administrative structures, new faculty or staff, or new equipment or facilities. Enrollments will be positively impacted, first by allowing more competitive and effective recruitment, and second through increased participation in courses for which numbers have been consistently deflated by the significant number of PhD students who require more than 4 years to complete their programs.

Section IV: Finances

No additional costs are anticipated as a result of the proposed change. On the contrary, we anticipate that this credit hour reduction will allow us to use funds for graduate education much more effectively, allowing PhD students to focus greater and more rapid attention on mastering their respective fields of study.

Section V: Program Curriculum

*****THIS SECTION OF THE TEMPLATE REQUIRED FOR EMPHASES, MINORS, AND CERTIFICATES ONLY*****

All Program Courses (with New Courses in Bold)

No new courses are required for this change.