Curriculum Subcommittee Agenda, February 4, 2016

Utah State University

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A meeting of the Curriculum Subcommittee of the Educational Policies Committee will be held on 4 February 2016 at 2:00 pm in Old Main 136 (Champ Hall Conference Room).

1. Approval of 14 January 2016 Minutes
   https://usu.box.com/s/2jk5va1badl6khmvml52syamxqqw0p73

2. Semester Course Approval Reviews
   https://usu.curriculog.com/

College of Agriculture and Applied Sciences
   ADVS =
   APEC =
   ASTE = 1
   LAEP =
   NDFS =
   PSC =

Caine College of the Arts
   ART =
   MUSC =
   THEA =

Jon M. Huntsman School of Business
   ACCT =
   BUS =
   ECN = 13
   MGT =
   MIS =

Emma Eccles Jones College of Education and Human Services
   COMD =
   EDUC =
   FCHD =
   HPER =
   ITLS =
   NURS =
   PSY =
   SPER = 1
   TEAL = 12

College of Engineering
   BENG =
   CEE = 2
   CS =
   ECE = 2
   EED =
   MAE =
**College of Humanities and Social Sciences**
ENGL = 
HIST = 
JCOM = 
LPCS = 
POLS = 
SSWA = 

**S.J. & Jessie E. Quinney College of Natural Resources**
ENVS = 
WATS = 
WILD = 

**College of Science**
BIOL = 
CHEM = 
GEOL = 
MATH = 
PHYS = 

USU = 

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>ASTE - 4100 - Agricultural Structures and Environment</td>
</tr>
<tr>
<td>2.</td>
<td>CEE - 6740 - Surface Water Quality Modeling</td>
</tr>
<tr>
<td>3.</td>
<td>CEE - 6800 - Division of Environmental Engineering Seminar</td>
</tr>
<tr>
<td>4.</td>
<td>ECE - 5780 - Embedded Real-Time Systems</td>
</tr>
<tr>
<td>5.</td>
<td>ECE - 6780 - Embedded Real-Time Systems</td>
</tr>
<tr>
<td>6.</td>
<td>FIN - 4250 - Finance Internship</td>
</tr>
<tr>
<td>7.</td>
<td>FIN - 4300 - International Finance</td>
</tr>
<tr>
<td>8.</td>
<td>FIN - 4410 - Financial Institutions</td>
</tr>
<tr>
<td>9.</td>
<td>FIN - 4420 - Insurance</td>
</tr>
<tr>
<td>10.</td>
<td>FIN - 4430 - Real Estate Finance</td>
</tr>
<tr>
<td>11.</td>
<td>FIN - 4460 - Investments</td>
</tr>
<tr>
<td>12.</td>
<td>FIN - 4470 - Investing Practicum I</td>
</tr>
<tr>
<td>13.</td>
<td>FIN - 4475 - Investing Practicum II</td>
</tr>
<tr>
<td>14.</td>
<td>FIN - 4480 - Derivatives Market</td>
</tr>
</tbody>
</table>
3. Program Proposals

Request from the Department of Management in the Jon M. Huntsman School of business to transfer the minor in Business from the dean’s office to the Management Department.
https://usu.box.com/s/2jk5va1badl6khmvml52syamxqqw0p73

4. Other Business
Curriculog discussions
- Survey (what’s working/what’s not)
- Review of requests
- Submissions for March and April
A meeting of the Curriculum Subcommittee of the Educational Policies Committee was held on 14 January 2016 at 2:00 pm in Old Main 136 (Champ Hall Conference Room).

Present: Ed Reeve, Chair, College of Agriculture and Applied Sciences  
Nicholas Morrison, Caine College of the Arts  
Michele Hillard, Secretary  
Erin Brewer, Graduate Council  
Richard Mueller, College of Science  
Dawn Kirby, College of Humanities and Social Sciences  
Karen Mock, S.J. & Jessie E. Quinney College of Natural Resources  
Jessica Hansen, Academic and Instructional Services  
Vijay Kannan, Jon M. Huntsman School of Business  
Britt Fagerhein for Kacy Lundstrom, Libraries  
Dean Adams, College of Engineering  
Scott Henrie, USU-Eastern  
Eric Humphrey for Roland Squire, Registrar’s Office  
Gretchen Peacock for Scott Hunsaker, Emma Eccles Jones College of Education and Human Services

Absent: Larry Smith, Chair, EPC  
Scott Bates, Chair, Academic Standards  
Marci Smith, Registrar’s Office  
Ty Aller, Graduate Studies Senator  
Nathan Straight, Regional Campuses  
Janet Anderson, Office of the Provost

Visitors: John Louviere, Director, Center for Innovative Design & Instruction (CIDI)  
Kenneth Larsen, Programmer/Analyst II, Center for Innovative Design & Instruction (CIDI)  
Janis Boettinger, Director, Office of Global Engagement

1. **Approval of 3 December 2015 Minutes**
   
   https://usu.box.com/s/r8alnwv8fq7blzjx4vc4gqd6iphvqg7
   
   Motion to approve the minutes of the 3 December 2015 meeting made by Dean Anderson. Seconded by Dawn Kirby. Minutes approved.

2. **Semester Course Approval Reviews**
   
   https://usu.curriculog.com/

   **College of Agriculture and Applied Sciences**
   
   Motion to approve the business of the College of Agriculture and Applied Sciences made by Nick Morrison. Seconded by Dean Adams. Business approved.

   ADVS = 1  (ADVS 3520 no prerequisite mentioned. Freshman could register for this course)
   APEC = 1
   ASTE =
   LAEP =
Caine College of the Arts
Motion to approve the business of the Caine College of the Arts made by Nick Morrison. Seconded by Vijay Kannan. Business approved.

ART = 10  (ART 6740/6750/6760 – Remove GRADUATE from course title – per Nick Morrison)
MUSC =  (ART 2830 & 4200 – Change wording to “Admitted to”)
THEA =

Jon M. Huntsman School of Business
Motion to approve the business of the Jon M. Huntsman School of Business made by Vijay Kannan. Seconded by Nick Morrison. Business approved.

ACCT =  (The deadline for all business requests being moved from Spring 2016 to Fall 2016)
BUS =
ECN = 2
MGT = 12  (MGT 6430 – 2 difference credit amounts instead of 2 difference classes)
MIS = 2

Emma Eccles Jones College of Education and Human Services
Motion to approve the business of the Emma Eccles Jones College of Education and Human Services made by Gretchen Peacock. Seconded by Nick Morrison. Business approved

COMD =
EDUC = 1
FCHD =
HPER = 1
ITLS =
NURS =
PSY = 2  (PSY 7950 – Internship with no credits for accreditation)
SPER =
TEAL =

College of Engineering
Motion to approve the business of the College of Engineering made by Dean Adams. Seconded by Dawn Kirby. Business approved.

BENG =
CEE =
CS = 7  (CS 6810/7810 check the spelling for analytic)
ECE =
EED =
MAE = 4
**College of Humanities and Social Sciences**
Motion to approve the business of the College of Humanities and Social Sciences made by Dawn Kirby. Seconded by Nick Morrison. Business approved.

ENGL = 1  
HIST = 1  
JCOM =  
LPCS =  
POLS = 1  
SSWA = 3 (ANTH 3340 – check software link)

**S.J. & Jessie E. Quinney College of Natural Resources**
Motion to approve the business of the S.J. & Jessie E. Quinney College of Natural Resources made by Karen Mock. Seconded by Vijay Kannan. Business approved.

ENVS = 2 (ENVS 4100 rejected – needs correct syllabus attached)  
WATS =  
WILD =

**College of Science**
Motion to approve the business of the College of Science made by Dick Mueller. Seconded by Vijay Kannan. Business approved.

BIOL =  
CHEM = 1  
GEOL =  
MATH =  
PHYS =

**Other**
Motion to approve the USU business made by Dawn Kirby. Seconded by Dick Mueller. Business approved.

USU = 2 (Need to develop clear guidelines for future 0 credit courses)
<p>| 1. ADVS - 3520 - Equine Nutrition and Exercise Physiology |
| 2. ANTH - 3330 - Geophysical Survey Systems for Archaeology |
| 3. ANTH - 3340 - Geographic Information Science for Anthropology |
| 4. APEC - 5040 - Agriculture and Food Based Tourism |
| 5. ART - 2830 - Photographic Technologies |
| 6. ART - 4200 - Advanced Drawing and Painting Studio |
| 7. ARTH - 3740 - ART OF THE AVANT-GARDES: 1872-1945 |
| 8. ARTH - 3750 - HIGH-MODERNISM TO POST-MODERNISM: 1945-1989 |
| 9. ARTH - 3760 - AMERICAN ART AND VISUAL CULTURE |
| 10. ARTH - 3770 - American Apocalypse: Disaster and Dystopia in Hollywood Film |
| 11. ARTH - 3910 - Introduction to Film Theory |
| 12. ARTH - 6740 - GRADUATE ART OF THE AVANT-GARDES: 1872-1945 |
| 13. ARTH - 6750 - GRADUATE HIGH-MODERNISM TO POST-MODERNISM: 1945-1989 |</p>
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>14.</td>
<td>ARTH - 6760 - GRADUATE AMERICAN ART AND VISUAL CULTURE</td>
</tr>
<tr>
<td>15.</td>
<td>CHEM - 5720 - Introductory Biochemistry Laboratory</td>
</tr>
<tr>
<td>16.</td>
<td>CS - 5110 - MultiAgent Systems</td>
</tr>
<tr>
<td>17.</td>
<td>CS - 5680 - Computer Vision: Foundations and Applications</td>
</tr>
<tr>
<td>18.</td>
<td>CS - 6110 - MultiAgent Systems</td>
</tr>
<tr>
<td>19.</td>
<td>CS - 6680 - Computer Vision: Foundations and Applications</td>
</tr>
<tr>
<td>20.</td>
<td>CS - 6810 - Wavelets and Wavelet Algorithms</td>
</tr>
<tr>
<td>21.</td>
<td>CS - 7150 - Computational Complexity</td>
</tr>
<tr>
<td>22.</td>
<td>CS - 7820 - Speech and Language Processing</td>
</tr>
<tr>
<td>23.</td>
<td>EDUC - 6040 - Applied Research Methods</td>
</tr>
<tr>
<td>24.</td>
<td>ENGL - 5400 - Social Justice in Technical Communication</td>
</tr>
<tr>
<td>25.</td>
<td>ENVS - 4100 - Introduction to Modeling Human-Environment Systems</td>
</tr>
<tr>
<td>26.</td>
<td>FIN - 3200 - Financial Management (QI)</td>
</tr>
<tr>
<td>27.</td>
<td>FIN - 3400 - Corporate Finance (QI)</td>
</tr>
<tr>
<td>28.</td>
<td>GEOG - 4400 - Natural Hazards and Society</td>
</tr>
<tr>
<td>29.</td>
<td>MAE - 5320 - Mechatronics</td>
</tr>
<tr>
<td>30.</td>
<td>MAE - 6360 - Kinematics</td>
</tr>
<tr>
<td>31.</td>
<td>MAE - 5440 - Computational Fluid Dynamics</td>
</tr>
<tr>
<td>32.</td>
<td>MAE - 7570 - Monte Carlo and Linear Covariance Techniques for Closed-Loop GN&amp;C System Analysis</td>
</tr>
<tr>
<td>33.</td>
<td>MGT - 3550 - Entrepreneur Leadership Series</td>
</tr>
<tr>
<td>34.</td>
<td>MGT - 6430 - Enterprise Growth and Management</td>
</tr>
<tr>
<td>35.</td>
<td>MGT - 6730 - Problem Solving and Continuous Improvement</td>
</tr>
<tr>
<td>36.</td>
<td>MGT - 6735 - Continuous Improvement in a Lean Environment</td>
</tr>
</tbody>
</table>
3. **Program Proposals**

Request from the Department of Psychology in the Emma Eccles Jones College of Education and Human Services to restructure its current specialization within the Psychology PhD program in Professional Scientific Psychology to two separate specializations 1) combined Clinical/Counseling Psychology and 2) School Psychology.

https://usu.box.com/s/r8alnwv8fq7blzjx4vc4gqd6iphvnvg7

Motion to approve the restructure of the Psychology specializations made by Nick Morrison. Seconded by Dean Adams. Proposal approved.

Request from the Department of Psychology in the Emma Eccles Jones College of Education and Human Services to utilize the existing MEd degree in Psychology but with a specialization as an en route degree for students in the School Psychology EdS program.

https://usu.box.com/s/r8alnwv8fq7blzjx4vc4gqd6iphvnvg7

Motion to approve the School Psychology EdS made by Nick Morrison. Seconded by Dean Adams.
Proposal approved.

Request from the Department of Environment and Society in the S.J. and Jessie E. Quinney College of Natural Resources to suspend admissions in the Master of Science in Bioregional Planning.  
https://usu.box.com/s/a9lgigm6g6vlzhjsj2ayk267hhawj3hke  
Motion to approve the admission suspension in the MS in Bioregional Planning made by Dawn Kirby.  Seconded by Dean Adams.  Proposal approved.

Request from the Department of Environment and Society in the S.J. and Jessie E. Quinney College of Natural Resources to rename the Master of Science and PhD in Human Dimensions of Ecosystem Science and Management to Environment and Society.  
https://usu.box.com/s/a9lgigm6g6vlzhjsj2ayk267hhawj3hke  
Motion to approve the name change to Environment and Society made by Dean Adams.  Seconded by Dawn Kirby.  Proposal approved.

Request from the Department of Geography in the S.J. and Jessie E. Quinney College of Natural Resources to discontinue the Bachelor of Science degree in Geography Teaching.  
https://usu.box.com/s/a9lgigm6g6vlzhjsj2ayk267hhawj3hke  
Motion to approve the discontinuation of the BS in Geography Teaching made by Nick Morrison.  Seconded by Dawn Kirby.  Proposal approved.

<table>
<thead>
<tr>
<th>Approval Timeline</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>EPC/Curriculum</td>
<td>14 January 2016</td>
</tr>
<tr>
<td>Faculty Senate</td>
<td>1 February 2016</td>
</tr>
<tr>
<td>Board of Trustees</td>
<td>4 March 2016</td>
</tr>
<tr>
<td>Board of Regents</td>
<td>20 May 2016</td>
</tr>
</tbody>
</table>

4. Other Business

Syllabus task force update. (John Louviere)  
The Syllabus Task Force met with John Louviere on 01/13/16 to discuss utilizing Syllabus Tracker and streamlining the process as well as standardizing the form.  The task force will continue to meet and define the process.  John Louviere and Kenneth Larsen provided a demonstration of Syllabus Tracker. The following link:  www.elearn.usu.edu/canvascustomtools/syllabus/  will take you directly to the tracking program.

The following accreditation standards are necessary for all syllabi:

- Course outcomes must be stated.
- Must be available to all students.
- All degrees need an objective.

There is a state requirement that the retention should be permanent until the program is obsolete.

Curriculog reflections.

Adjourned at 3:03 pm
Institution Submitting Request: Jon M Huntsman School of Business, Utah State University
Proposed Title:
Currently Approved Title: Minor in Business
School or Division or Location: Jon M Huntsman School of Business
Department(s) or Area(s) Location: Dean’s Office
Recommended Classification of Instructional Programs (CIP) Code for new programs:
Current Classification of Instructional Programs (CIP) Code for existing programs: 52.0201
Proposed Beginning Date for new programs: 07/01/2016
Institutional Board of Trustees’ Approval Date:

Proposal Type (check all that apply):

<table>
<thead>
<tr>
<th>Section No.</th>
<th>Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.1.1</td>
<td>Minor*</td>
</tr>
<tr>
<td>5.1.2</td>
<td>Emphasis*</td>
</tr>
<tr>
<td>5.2.1</td>
<td>(CER P) Certificate of Proficiency*</td>
</tr>
<tr>
<td>5.2.3</td>
<td>(GCR) Graduate Certificate*</td>
</tr>
<tr>
<td>5.4.1</td>
<td>New Administrative Unit</td>
</tr>
<tr>
<td>5.4.2</td>
<td>Administrative Unit Transfer</td>
</tr>
<tr>
<td>5.4.3</td>
<td>Administrative Unit Restructure</td>
</tr>
<tr>
<td>5.4.4</td>
<td>Administrative Unit Consolidation</td>
</tr>
<tr>
<td>5.4.2</td>
<td>Conditional Three-Year Approval for New Centers, Institutes, or Bureaus</td>
</tr>
<tr>
<td>5.4.3</td>
<td>New Center</td>
</tr>
<tr>
<td>5.5.1</td>
<td>New Institute</td>
</tr>
<tr>
<td>5.5.1</td>
<td>New Bureau</td>
</tr>
<tr>
<td>5.5.1</td>
<td>Out-of-Service Area Delivery of Programs</td>
</tr>
<tr>
<td>5.5.2</td>
<td>Program Transfer</td>
</tr>
<tr>
<td>5.5.2</td>
<td>Program Restructure</td>
</tr>
<tr>
<td>5.5.3</td>
<td>Program Consolidation</td>
</tr>
<tr>
<td>5.5.3</td>
<td>Name Change of Existing Programs</td>
</tr>
<tr>
<td>5.5.4</td>
<td>Program Discontinuation</td>
</tr>
<tr>
<td>5.5.5</td>
<td>Program Suspension</td>
</tr>
<tr>
<td>5.5.5</td>
<td>Reinstatement of Previously Suspended Program</td>
</tr>
<tr>
<td>5.5.5</td>
<td>Reinstatement of Previously Suspended Administrative Unit</td>
</tr>
</tbody>
</table>

*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.

__________________________________________ Date:
Signature

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.
Program Request - Abbreviated Template  
Utah State University  
Jon M Huntsman School of Business  

Section I: Request

Utah State University’s Jon M Huntsman School of Business has for many years offered a Minor in Business for students with majors outside the School. The School requests that the administrative home of the program be transferred from the Dean’s Office to the Management Department, and that the curriculum be streamlined to better meet program objectives.

Section II: Need

The Minor in Business has historically been housed in the Dean’s Office of the Jon M. Huntsman School of Business. However, by not having a home in an academic department, the program has lacked the academic ownership that other programs with homes in academic units in the school have. The goal of the program is to offer training in core business principles to students with majors outside the School of Business for whom this will enhance their career prospects. As such, program development and administration will be better served if the program is housed in the Management Department of the School.

Given the objective of giving non-business students a broad education in core business functions, the curriculum will also be streamlined. When it was last revised, the curriculum was expanded to give students flexibility. However, in doing so, the curriculum lacked focus on core business functions. Moreover, course prerequisites significantly expanded the number of credits actually needed to complete the minor.
Section III: Institutional Impact

The proposed changes will have no impact on staffing, course offerings, or course availability. All courses within the program are already offered and represent a subset of the existing curriculum. Ownership of the program by the Management Department and streamlining of the curriculum will make it easier to promote the program which may lead to increased enrolments. Any such increases can be absorbed by existing course offerings.

Section IV: Finances

No additional resources are required.

Section V: Program Curriculum

<table>
<thead>
<tr>
<th>Course Prefix and Number</th>
<th>Title</th>
<th>Credit Hours</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 2010</td>
<td>Financial Accounting Principles</td>
<td>3</td>
<td>Fall, Spring, Summer</td>
</tr>
<tr>
<td>FIN 3200</td>
<td>Financial Management</td>
<td>3</td>
<td>Fall, Spring, Summer</td>
</tr>
<tr>
<td>MGT 3500</td>
<td>Fundamentals of Marketing</td>
<td>3</td>
<td>Fall, Spring, Summer</td>
</tr>
<tr>
<td>MGT 3110 or MGT 3800</td>
<td>Managing Organizations and People or Leadership</td>
<td>3 or 2</td>
<td>Fall, Spring, Summer</td>
</tr>
<tr>
<td>MGT 3700</td>
<td>Operations Management</td>
<td>2</td>
<td>Fall, Spring, Summer</td>
</tr>
<tr>
<td>MIS 2100</td>
<td>Principles of Management Information Systems</td>
<td>3</td>
<td>Fall, Spring, Summer</td>
</tr>
<tr>
<td>STAT 2000 or STAT 2300</td>
<td>Statistical Methods or Business Statistics</td>
<td>4</td>
<td>Fall, Spring, Summer</td>
</tr>
</tbody>
</table>

Total Number of Credits 20/21
Institution Submitting Proposal:

College, School or Division in Which Program/Administrative Unit Will Be Located: Jon M. Huntsman School of Business

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

Program/Administrative Unit Title: Minor in Business

Recommended Classification of Instructional Programs (CIP) Code: 520201

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

Proposed Beginning Date: 7/1/2016

Institutional Signatures (as appropriate):

Department Chair

Dean or Division Chair

Date: 1/28/2016