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CURRICULUM SUBCOMMITTEE AGENDA

3 October 2019

A meeting of the Curriculum Subcommittee of the Educational Policies Committee will be held on 3 October 2019 at 2:00 pm in Old Main 136 (Champ Hall Conference Room).

1. *Approval of 5 September 2019 Minutes*
2. *Program Proposals*
Request from the Department of Nursing and Health Professions in the Emma Eccles Jones College of Education and Human Services to [change the department name from Nursing and Health Professions to Nursing](#).

Request from the Department of Special Education and Rehabilitation in the Emma Eccles Jones College of Education and Human Services to offer a [Disability Studies Minor](#).

3. *Semester Course Approval Reviews*
<https://usu.curriculog.com/>

College of Agriculture and Applied Sciences

ADVS =
APEC = 3
APPR =
ASTE = 16
LAEP =
NDFS = 5
OPDD =
PSC =

Caine College of the Arts

ART =
MUSC = 2
THEA =
CCA =

Jon M. Huntsman School of Business

ACCT =
BUS = 1
ECN =
MGT = 1
MSLE = 39
MIS =

Emma Eccles Jones College of Education and Human Services

COMD =
EDUC =
HDFS =
KHS = 1

ITLS = 63
NURS =
PSY =
SPER =
TEAL =

College of Engineering

BENG =
CEE =
ECE =
EED =
MAE =
ENGR =

College of Humanities and Social Sciences

ENGL =
HIST = 10
JCOM =
LPCS = 12
POLS =
SSWA =
IELI =
CHSS = 2
WGS =

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

ENVS = 1
WATS =
WILD = 1
NR =

College of Science

BIOL =
CHEM = 2
CS = 4
GEOL =
MATH = 1
PHYS =
PUBH =
SCI =

HONR =
ISTU =
UN -CAS = 3
USU =

4. *Other Business*

Adjourn:

CURRICULUM SUBCOMMITTEE MINUTES 5 September 2019

A meeting of the Curriculum Subcommittee of the Educational Policies Committee was held on 5 September 2019 at 2:00 pm in Old Main 136 (Champ Hall Conference Room).

Present: Nicholas Morrison, Chair, Caine College of the Arts
Ed Reeve for Brian Warnick, College of Agriculture and Applied Sciences
Scott Hunsaker, Emma Eccles Jones College of Education and Human Services
Thomas Fronk, College of Engineering
Matt Sanders, College of Humanities and Social Sciences
Claudia Radel, S.J. & Jessie E. Quinney College of Natural Resources
Greg Podgorski, College of Science
Rachel Wishkoski, University Libraries
Scott Henrie, USU Eastern
Mark Chynoweth, Statewide Campuses
Frank Galey, Provost's Office
Michele Hillard, Secretary
Geneva Harline, Graduate Council
Jared Fry, Graduate Senator
Dexton Lake, Executive Vice President
Fran Hopkin for Adam Gleed, Registrar's Office
Chenese Boyle, Program Coordinator
Toni Gibbons, DegreeWorks

Absent: Merideth Thompson, Jon M. Huntsman School of Business
Sami Ahmed, President USUSA
Robyn Peterson, Catalog Editor

Visitors: Harrison Kleiner, Associate Vice Provost, General Education

1. ***Approval of 4 April 2019 Minutes***

Motion to accept 4 April 2019 minutes made by Dexton Lake. Seconded by Matt Sanders. Minutes approved as distributed.

2. ***Program Proposals***

Request from the Department of Engineering Education in the College of Engineering to **discontinue the Engineering Education Certificate**.

Motion to approve the Department of Engineering Education R401 made by Thomas Fronk. Seconded by Claudia Radel. Proposal approved.

Request from the College of Humanities and Social Sciences to offer a **Graduate Certificate in Anticipatory Intelligence**.

Motion to approve the College of Humanities and Social Sciences R401 made by Matt Sanders. Seconded by Greg Podgorski. Proposal approved pending changes to third person and Washington, DC trip.

Request from the Department of Languages, Philosophy and Communication Studies to offer a **Minor in Arabic Studies**.

Motion to approve the Department of Languages, Philosophy and Communication Studies R401 made by Matt Sanders. Seconded by Scott Hunsaker. Proposal approved.

3. *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 Ed Reeve. Seconded by Geneva Harline. Business approved.

ADVS =

APEC =

APPR =

ASTE = 9

HEAL = 2

LAEP =

NDFS = 2

OPDD =

PSC =

Caine College of the Arts

ART =

MUSC =

THEA =

CCA =

Jon M. Huntsman School of Business

ACCT =

BUS =

ECN =

MGT =

MSLE =

MIS =

Emma Eccles Jones College of Education and Human Services

COMD =

EDUC =

HDFS =

KHS =

ITLS =

NURS =

PSY =

SPER =

TEAL =

College of Engineering

Motion to approve the business of the College of Engineering made by Thomas Fronk. Seconded by Jared Fry. Business approved.

BENG =

CEE =

ECE = 12

EED = 2 (**EED 6090 Withdrawn**) Tom Fronk and Scott Hunsaker will work on course title and description.

MAE =

ENGR =

College of Humanities and Social Sciences

ENGL =
HIST =
JCOM =
LPCS =
POLS =
SSWA =
IELI =
CHSS =
WGS =

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

ENVS =
WATS =
WILD =
NR =

College of Science

Motion to approve the business of the College of Science made by Greg Podgorski. Seconded by Scott Hunsaker. Business approved.

BIOL =
CHEM =
CS =
GEOL =
MATH =
PHYS =
PUBH = 1
SCI =

HONR =
ISTU = 1

Motion to approve the Integrated Studies business made by Greg Podgorski. Seconded by Matt Sanders. Business approved.

UN –CAS =
USU =

4. *Other Business*

Research/Scholarship/Creative Inquiry Intensive Designation for Courses at USU
(Harrison Kleiner/Alexa Sand)

Existing language (with a suggested edit removing “or USU 13XX”):

Research-Scholarship - First issue is to allow student to batch research experiences since we already do that for university service learning. USU has a long history of undergraduate research but does not have any way to designate these courses. Marketing of this designation would be helpful in reporting and grant seeking. Pulling together a taskforce that will work with the stakeholders and develop the designation criteria. This group would function somewhat like the General Education designation courses. Faculty would submit courses that would then go through a committee approval. This is not a certificate but is a designation. It was recommended that a member from Honors be included on the task force. Also need to make sure that the transcript does not become

out of control and make problems for the Registrar's Office. Fran Hopkin and Harrison Kleiner will pull together the taskforce who will coordinate with Associate Deans when looking for recommendations of committee members.

General Education Designations - Proposals for these courses will be evaluated according to the above criteria as well as the following rubric. The proposal memo should explain in detail—with reference to the syllabus—how the instructor intends to satisfy these criteria and achieve these outcomes. A **DXX** course will set a higher bar for achieving proficiency than a **BXX** course. In addition, to meet these goals, smaller courses may emphasize oral communication and information literacy skills more than larger courses.

Suggested addition:

A general education designation requires that instructors assess student learning in their courses and fully participate in the General Education Assessment Plan. That plan requires that instructors associate two assignments in Canvas, one early in the term and one late in the term, with the criterion that the relevant area sub-committee selected from the rubric. The relevant area sub-committees will use the assessment data to ensure that students in general education courses are achieving the expected outcomes.

Rolling out campus wide a program and ways to approach curricular complexity. Departments and faculty can use to look at complexity, i.e, prerequisites, etc. This has been done in a couple of pilot departments and has been received very well. In October there will be a DH workshop to see how it works. They will be able to take this back to their colleges and departments. Will help free up time and streamline the process for faculty and students. Continuing to contact advisors to make sure the process/system is working well.

Last Spring some issues arose regarding the Portuguese program. Currently we have to have updates for the catalog by March 1. As new programs come in we will be adding them to the catalog on an exception basis to the policy. These programs will be in, offered and publicized in a more-timely manner. Should we update the catalog when there are name changes? From a college perspective absolutely add the new programs. Policy and timeline is currently in the EPC Handbook.

Adjourn: 3:00 pm