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## Curriculum Subcommittee Minutes, September 2, 2004

Utah State University

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**CURRICULUM SUBCOMMITTEE MINUTES**  
**2 September 2004**

A meeting of the Curriculum Subcommittee of the Educational Policies Committee was held on 2 September 2004 at 2 p.m. in Old Main 136 (Champ Hall Conference Room).

Present:

Todd Crowl, Chair and Graduate Council  
Don Snyder, Agriculture  
Clifford Skousen, Business  
Scot Allgood, Education and Human Services  
William Rahmeyer, Engineering  
Christine Hult, HASS  
Mark Brunson, Natural Resources  
Richard Mueller, Science  
Rhonda Menlove, Extension  
Jan Anderson, Library  
Heidi Evans, ASUSU Academic VP  
Cathy Gerber, Staff  
Cindy Moulton, Staff  
Sheri Peterson, Staff

Visitors:

Norm Jones, General Education Subcommittee Chair  
Paul Wheeler, Electrical and Computer Engineering Department

Norm Jones moved to approve the minutes of the 1 April 2004 meeting. Richard Mueller seconded; motion carried.

**College of Agriculture**

Don Snyder moved to approve the business of the College of Agriculture. Mark Brunson seconded; motion carried.

**Department of Plants, Soils, and Biometeorology**

Title Change

PLSC 3400	Landscape Management Principles and Practices Previously Managing for Sustainable Landscapes Effective Fall 2005
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**College of Business**

Cliff Skousen moved to approve the business of the College of Business. Don Snyder seconded; motion carried.

Prerequisite Change

BUS 2250	Introductory Internship Prerequisite: Permission of instructor required Effective Summer 2005	1-9 cr.
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BUS 4250	Advanced Internship Prerequisite: Permission of instructor required Effective Summer 2005	1-9 cr.
BUS 4260	Apparel and Textiles Advanced Internship Prerequisites: Completion of 12 semester credits in the major and approval of written internship goals by instructor; permission of instructor required Effective Summer 2005	1-12 cr.
BUS 6250	Graduate Internship Prerequisite: Permission of instructor required Effective Summer 2005	1-6 cr.

### **Department of Economics**

#### Title Change

ECON 5680	Labor Economics Previously Labor Market Policy Effective Summer 2005	3 cr.
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#### Delete Course

ECON 5670	Labor and Employee Relations Effective Fall 2005	3 cr.
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### **College of Education and Human Services**

Scot Allgood moved to approve the business of the College of Education and Human Services.  
Don Snyder seconded; motion carried.

### **Department of Family, Consumer, and Human Development**

#### Course Description Change, Dual List

FCHD 6080	Professional Development Dual list with FCHD 7080 Effective Summer 2005	3 cr.
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### **Department of Health, Physical Education and Recreation**

#### New Course

PE 1910	African Dance Pass/Fail Only Repeatable for credit Effective Summer 2005	1 cr.
PEP 3550	Strategies and Methods of Teaching Team, Individual, and Dual Sports and Fitness Effective Fall 2005	3 cr.

**Department of Psychology**

New Course

PSY 7380	Practicum in Psychology	3 cr.
	Prerequisite: Permission of Program Chair	
	Repeatable for credit	
	Effective Summer 2005	

**College of Engineering**

Bill Rahmeyer moved to approve the business of the College of Engineering. Don Snyder seconded; motion carried.

Prerequisite Change

ENGR 2200	Engineering Numerical Methods I	3 cr.
	Prerequisite: MATH 1220	
	Effective Fall 2005	

**Department of Civil and Environmental Engineering**

Prerequisite Change

CEE 3500	Civil and Environmental Engineering Fluid Mechanics	3 cr.
	Prerequisites: MATH 1220; MATH 2210 or 2250; ENGR 2000, 2020	
	Effective Fall 2005	

CEE 4200	Engineering Economics	2 cr.
	Delete prerequisite: senior year of engineering or instructor's consent	
	Effective Fall 2005	

Title Change

CEE 6320	Deep Foundations	3 cr.
	Previously Deep and Shallow Foundations	
	Effective Summer 2005	

**Department of Electrical and Computer Engineering**

New Course

ECE 5340	Mobile Robots	4 cr.
	Effective Fall 2005	

Credit Hour Change, Prerequisite Change, Course Description Change

ECE 2410	Electrical Circuits	4 cr.
	Previously 3 cr.	
	Delete Corequisite: ECE 2420	
	Coreq/Prereq: MATH 2250	
	Prerequisite: MATH 1210	
	Effective Summer 2005	

ECE 2530	Digital Circuits Previously 3 cr. Delete Corequisite: ECE 2540 Effective Summer 2005	4 cr.
Credit Hour Change, Course Description Change ECE 5640	Real-Time Processors Previously 3 cr. Effective Summer 2005	4 cr.
Title Change, Credit Hour Change ECE 3410	Microelectronics I Previously Electronic Systems I, 3 cr. Effective Summer 2005	4 cr.
Title Change, Credit Hour Change, Course Description Change, Course Number Change ECE 5420	Microelectronics II Previously ECE 3420, Electronic Systems II, 4 cr. Effective Summer 2005	3 cr.
Prerequisite Change ECE 5740	Concurrent Programming Delete prerequisites: ECE 3720 and CS 3100 or graduate standing Effective Summer 2005	3 cr.
ECE 5780	Real-Time Systems Delete Prerequisite: ECE 3720 Effective Fall 2005	4 cr.
Course Number Change ECE 5310	Control Systems Previously ECE 4310 Effective Fall 2005	3 cr.
Delete Course ECE 2420	Electrical Circuits Laboratory Effective Summer 2005	1 cr.
ECE 2540	Digital Circuits Laboratory Effective Summer 2005	1 cr.
ECE 5020/6020	Computational Methods for Electrical Engineers Effective Summer 2005	3 cr.
ECE 7680	Information Theory Effective Summer 2005	3 cr.

**Department of Engineering and Technology Education**

Credit Hour Change

ITE 5220

Program and Course Development

3 cr.

Previously 4 cr.

University Studies Designation: CI

Effective Summer 2005

**Department of Mechanical and Aerospace Engineering**

Prerequisite Change

MAE 5650

Nontraditional and Additive Manufacturing 3 cr.

Processes

Prerequisites: MAE 2060, 2600, 3440. ( MAE 3440  
may be taken concurrently.)

Effective Summer 2005

Add Multiple List, Prerequisite Change

MAE 5530

Space System Design

3 cr.

Prerequisite: ECE 5230 or MAE 5520

Multiple list with ECE 5240

Effective Summer 2005

**College of Humanities, Arts and Social Sciences**

Christine Hult moved to approve the business of the College of Humanities, Arts and Social Sciences. Don Snyder seconded; motion carried.

**Department of History**

University Studies Designation Change

HIST 3150

Roman History

3 cr.

Remove DHA designation; retain CI designation

Effective Summer 2005

**College of Natural Resources**

Mark Brunson moved to approve the business of the College of Natural Resources. Don Snyder seconded; motion carried.

**Department of Environment and Society**

Change P/F to letter grade

ENVS 4440/6440

Stegner Center Annual Symposium

1 cr.

Change to letter grade

Effective Summer 2005

## **Department of Forest, Range, and Wildlife Sciences**

### **University Studies Designation Request**

FRWS 3700

Inventory and Assessment in Natural Resource      3 cr.  
and Environmental Management  
University Studies Designation: CI  
Effective Summer 2005

### **Other Business**

The Graduate Council is looking for suggestions as to which disciplinary journals should advertise the job description for the Dean of Graduate Studies and VP for Graduate Education. Suggestions should be submitted to the Graduate Council. The Graduate Council will meet on the Wednesday following the Thursday when the Curriculum Subcommittee and Educational Policies Committee meet.

The following is the Budget and Faculty Welfare committee routing procedure:

#### **March 4, 2004 minutes of the Curriculum Subcommittee**

**Any changes in programs and degrees must be approved by the Educational Policies Committee and the Budget and Faculty Welfare Committee before they go to Faculty Senate. Colleges are urged to submit new degree programs simultaneously to the Educational Policies Committee and the Budget and Faculty Welfare Committee. A routing page was recommended.**

The Budget and Faculty Welfare Committee will meet the last Monday or Tuesday of every month. Stephen Bialkowski is the chair.

It was unanimously approved to put the Curriculum Subcommittee agenda and minutes on the website. A reminder will be sent out each month after the agenda and minutes are online.

#### **Course Prefix change for Engineering and Technology Education**

The Department of Industrial Technology and Education has changed its name to Engineering and Technology Education. The new department name will appear in the Spring 2005 and Summer 2005 Schedule of Classes. The new course prefixes will appear in the Fall 2005 Schedule of Classes. Maurice Thomas has sent a memo listing the new course prefixes.

Cindy Moulton provided a memo listing the 2005-06 deadlines for curriculum changes. Committee members should keep in mind that the Schedule of Classes goes to print several months prior to the semester start dates. Also, they should remember that, since fall semester registration takes place during the spring, Cindy works on the spring semester schedule during the summer; therefore, the deadlines for changes for these semesters are very early.

<b>Semester</b>	<b>Submission Date</b>	<b>Curriculum Subcommittee Date</b>
Summer 2005	November 18, 2004	December 2, 2004
Fall 2005	December 16, 2004	January 6, 2005
Spring 2006	March 24, 2005	April 7, 2005
Summer 2006	November 15, 2005	December 1, 2005
Fall 2006	December 15, 2005	January 5, 2006

Course Approval Forms are due each month two weeks prior to the meeting.

All involved in curriculum development should be made aware of these dates. In cases where other committees must approve curriculum changes, those committee members should be made aware of the Curriculum Subcommittee and submission dates for each semester. All Semester Course Approval Forms must be sent to Cindy Moulton at UMC 1600 by the submission dates listed above. Cindy appreciates the committee members' willingness to meet these deadlines and to educate those they represent regarding the above submission dates. Questions or suggestions should be directed to Cindy at 7-1140 or [Cindy.Moulton@usu.edu](mailto:Cindy.Moulton@usu.edu).

Cindy Moulton led the discussion on prerequisites in the Banner system. Even though there will be more capabilities for prerequisites with Banner, please contact Cindy Moulton to see if the new system will accommodate any new changes with prerequisites. Cindy will be building prerequisites as they appear in the catalog. If departments wish to list requirements in the catalog, but don't want to enforce them as prerequisites, let Cindy know. Also, the question was raised concerning whether or not we should enforce prerequisites for dual-listed undergraduate and graduate courses. The committee decided not to enforce the prerequisites for the dual-listed graduate courses.

Committee members should submit any changes for the Curriculum Subcommittee Handbook to Scott Hunsaker. Changes should be submitted in time for discussion at the October 7 meeting.

Richard Mueller reminded the committee to check with their departments regarding dual majors. If a department desires to drop a dual major, a letter from the department head must be submitted to the Curriculum Subcommittee. Departments that wish to grandfather in a composite major must submit a letter signed by both departments, stating what the composite major will consist of, to be presented to the Curriculum Subcommittee. The deadline for this submission is December 16, to Cindy Moulton for the January 6, 2005 Curriculum Subcommittee meeting. The composite majors should be listed on major requirement sheets and in the University General Catalog.

Norm Jones reported that the Board of Regents General Education Task Force will be sponsoring a conversation about MATH 1050 and its uses as a general education requirement on October 8, 2004 in Salt Lake City. Richard Cutler will be attending.

Meeting adjourned at 2:50 p.m.

Todd Crawl conducted the meeting.

Cathy Gerber recorded the minutes.