9-1-2011

Curriculum Subcommittee Minutes, September 1, 2011

Utah State University

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A meeting of the Curriculum Subcommittee of the Educational Policies Committee was held on 1 September 2011 at 2 p.m. in Old Main 136 (Champ Hall Conference Room).

Present:  
Ed Reeve, Chair, College of Engineering  
Darrin Brooks, Caine College of the Arts  
Chris Skousen, Huntsman School of Business  
Patricia Gant, College of Humanities and Social Sciences  
Nancy Mesner, College of Natural Resources  
Richard Mueller, College of Science  
Wendy Holliday, Libraries  
Travis Peterson, Regional Campuses and Distance Education  
Norm Jones, General Education Subcommittee Chair  
Steve Beck, Graduate Council (representing Shelly Lindauer)  
Brett Healy, Graduate Studies Vice President (representing Cami Jones)  
Roland Squire, Registrar’s Office  
Cathy Gerber, Registrar’s Office

Absent:  
Thomas Bunch, Agriculture  
Scott Hunsaker, Emma Eccles Jones College of Education and Human Services  
Tanner Wright, Academic Senate President

Visitor:  
Larry Smith, Vice Provost

Norm Jones moved to approve the minutes of the 7 April 2011 meeting. Richard Mueller seconded; motion approved.

Norm Jones moved to approve the business of the College of Agriculture. Richard Mueller seconded; motion carried.

**College of Agriculture**

**Department of Agricultural Systems Technology and Education**

Prerequisite Change

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FCSE 3790</td>
<td>Housing and Interior Design Teaching Methods</td>
<td>3 cr.</td>
</tr>
<tr>
<td></td>
<td>Prerequisites: ID 1750, FCSE 3400. Enrollment limited to FCSE majors only</td>
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<td></td>
<td>Effective Summer 2012</td>
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Delete Course

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ASTE 5100</td>
<td>Electrical Controls and Motors for Agri-Industrial Applications</td>
<td>3 cr.</td>
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<td></td>
<td>Effective Fall 2011</td>
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</tr>
</tbody>
</table>
Department of Animal, Dairy and Veterinary Sciences
Title Change, Course Description Change
ADVS 6600/7600 Advanced and Molecular Toxicology
Previously Principles of Toxicology
Effective Spring 2012

Department of Nutrition, Dietetics and Food Sciences
Credit Hour Change
NDFS 6050 Community Nutrition Internship
Previously 3-6 cr.
Effective Spring 2012

NDFS 6250 Clinical Nutrition Internship
Previously 5-10 cr.
Effective Spring 2012

NDFS 6350 Food Service Management Internship
Previously 6-12 cr.
Effective Spring 2012

Chris Skousen moved to approve the business of the Huntsman School of Business. Richard Mueller seconded; motion carried.

Huntsman School of Business
Prerequisite Change
BUS 3100 Survey of Management Information Systems
University Studies Designation: DSS
Prerequisites: Cumulative GPA of 2.5 or higher; OSS 1400 or equivalent
Effective Summer 2011
(Information Item-removed CIL prerequisite)

Department of Management Information Systems
Prerequisite Change
MIS 5700 Internet Management and Electronic Commerce
University Studies Designation: DSS
Prerequisites: OSS 1400, admittance to a USU major, cumulative GPA of 2.67 or higher, and completion of at least 40 credits. Some programming experience is helpful.
Effective Summer 2011
(Information Item-removed CIL prerequisite)

OSS 2300 Data Communications and Networking
Prerequisite: OSS 1400
Effective Summer 2011
(Information Item-removed CIL prerequisite)

2
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>OSS 2400</td>
<td>Web Design Applications</td>
<td>3 cr.</td>
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<tr>
<td></td>
<td>Prerequisite: OSS 1400</td>
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<td>Effective Summer 2011</td>
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<tr>
<td></td>
<td><em>(Information Item-removed CIL prerequisite)</em></td>
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<tr>
<td>OSS 2450</td>
<td>Spreadsheets and Databases</td>
<td>3 cr.</td>
</tr>
<tr>
<td></td>
<td>Prerequisite: OSS 1400</td>
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<td>Effective Summer 2011</td>
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<tr>
<td></td>
<td><em>(Information Item-removed CIL prerequisite)</em></td>
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<tr>
<td>OSS 2520</td>
<td>Integrating Office Technology</td>
<td>3 cr.</td>
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<td></td>
<td>Prerequisite: OSS 1400</td>
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<td>Effective Summer 2011</td>
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<td><em>(Information Item-removed CIL prerequisite)</em></td>
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</tbody>
</table>

Richard Mueller moved to approve the business of the Emma Eccles Jones College of Education and Human Services. Pat Gantt seconded; motion carried.

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

**Elementary and Secondary Education Program (School of TEAL)**

**New Course**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>TEAL 5630</td>
<td>Study Abroad Student Teaching</td>
<td>6 cr.</td>
</tr>
<tr>
<td></td>
<td>Pass/Fail Only</td>
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<td></td>
<td>Effective Fall 2011</td>
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</tbody>
</table>

**Department of Communicative Disorders and Deaf Education**

**Prerequisite Change**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>COMD 4100</td>
<td>Clinical Practicum in Speech-Language Pathology</td>
<td>1-2 cr.</td>
</tr>
<tr>
<td></td>
<td>Prerequisites: COMD 2500 and 5100 and permission of department</td>
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<tr>
<td></td>
<td>University Studies designation: CI</td>
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<tr>
<td></td>
<td>Repeatable for credit</td>
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<td></td>
<td>Effective Summer 2012</td>
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</table>

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMD 6100</td>
<td>Advanced Clinical Practicum in Speech-Language Pathology</td>
<td>1-4 cr.</td>
</tr>
<tr>
<td></td>
<td>No prerequisites needed</td>
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</tr>
<tr>
<td></td>
<td>Repeatable for credit</td>
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<tr>
<td></td>
<td>Effective Fall 2011</td>
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</tbody>
</table>

**Department of Health, Physical Education and Recreation**

**Prerequisite Change**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEP 3900</td>
<td>Social Marketing in Health Education</td>
<td>3 cr.</td>
</tr>
<tr>
<td></td>
<td>Prerequisite: HEP 2500</td>
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<td>Effective Summer 2011</td>
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<tr>
<td></td>
<td><em>(Information Item-removed CIL prerequisite)</em></td>
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</tr>
</tbody>
</table>
HEP 5300  Grant Proposal Writing  3 cr.
Prerequisites: HEP 2500, fulfillment of Communications Literacy (CL2) requirement. Enrollment limited to Health Education and Public Health majors only.
Effective Summer 2011
(Information Item-removed CIL prerequisite)

Richard Mueller moved to approve the business of the College of Engineering. Nancy Mesner seconded; motion carried.

**College of Engineering**

**Department of Civil and Environmental Engineering**

Title Change
CEE/PUBH 5730/6730  Environmental Chemistry of Organic Contaminants  3 cr.
Previously Analysis and Fate of Environmental Contaminants
Effective Summer 2012

**Department of Mechanical and Aerospace Engineering**

Delete Course
MAE 2250  Cooperative Practice  3 cr.
Effective Fall 2011

MAE 5650  Additive Manufacturing Processes  3 cr.
Effective Fall 2011

Pat Gantt moved to approve the business of the College of Humanities and Social Sciences. Norm Jones seconded; motion carried.

**College of Humanities and Social Sciences**

**Department of Journalism and Communication**

New Course
JCOM 2030  Multimedia Boot Camp  3 cr.
Prerequisite: JCOM major standing or permission of department head
Effective Fall 2011

**Department of Languages, Philosophy and Speech Communication**

New Course
LANG/SPCH 5950  Global Communication Practicum  3 cr.
Pass/Fail only
Effective Fall 2011

PORT 3400  Popular Music in the Portuguese-Speaking World  3 cr.
Prerequisite: PORT 3040
Effective Fall 2011
Department of Sociology, Social Work and Anthropology
Credit Hour Change
ANTH 6400  Collections Management  1-3 cr.
  Previously 2 cr.
  Effective Spring 2012

ANTH 6420  Lithic Analysis  1-3 cr.
  Previously 1 cr.
  Repeatable for credit
  Effective Spring 2012

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

College of Natural Resources
Department of Environment and Society
Prerequisite Change
ENVS 3500  Quantitative Assessment of Environmental and Natural Resource Problems  3 cr.
  University Studies Designation: QI
  Prerequisites: MATH 1050; STAT 2000 or 3000
  Effective Summer 2011
  (Information Item-removed CIL prerequisite)

Department of Watershed Sciences
New Course
WATS 4931/6921  GIS Research Projects  2 cr.
  Prerequisite for WATS 4931: WATS 4930
  Prerequisite for WATS 6921: WATS 6920
  Effective Fall 2011

WATS 6400  Communicating Science: A Short Course for Graduate Students  1 cr.
  Pass/Fail Only
  Effective Fall 2011

WATS 6915  GIS Fundamentals  1 cr.
  Effective Fall 2011

Title Change, Administrative Responsibility Change
PSC/WATS 3820  Climate and Climate Change  3 cr.
  Previously Climate Change
  University Studies Designation: DSC/QI
  Administrative Responsibility: PSC
  Effective Spring 2012
Credit Hour Change
GEOG 1800  Introduction to Geographic Information Sciences  3 cr.
Previously 4 cr.
Effective Fall 2011
(Approved by electronic vote 4-12-2011)

Title Change, Credit Hour Change, Prerequisite Change, Description Change
WATS 4930/6920  Advanced GIS and Spatial Analysis  3 cr.
Previously Geographic Information Systems, 4 cr.
Prerequisite for WATS 4930: GEOG 1800
Effective Summer 2012

Department of Wildland Resources
Prerequisite Change
WILD 4750  Monitoring and Assessment in Natural Resource and Environmental Management  3 cr.
University Studies Designation: CI
Prerequisites: BIOL/NR 2220; MATH 1100 or higher; STAT 2000 or 3000
Effective Summer 2011
(Information Item-removed CIL prerequisite)

Richard Mueller moved to approve the business of the College of Science. Pat Gantt seconded; motion carried.

College of Science
Department of Computer Science
Prerequisite Change
CS 3000  Undergraduate Seminar  1 cr.
Prerequisites: 2.0 GPA, grade of C- or better in CS 2420 and ENGL 2010; or permission of instructor
Effective Summer 2011
(Information Item-removed CIL prerequisite)

CS 3010  Information Acquisition, Analysis and Presentation  3 cr.
University Studies Designation: DSC, CI, QI
Prerequisites: Quantitative Literacy (QL) requirements
Effective Summer 2011
(Information Item-removed CIL prerequisite)

Department of Mathematics and Statistics
New Course
STAT 5500/6500  Biostatistics Methods  3 cr.
Prerequisite: C- or better in STAT 5100 or 5200
Effective Fall 2011
Wendy Holliday moved to approve the business of USU-Eastern. Darrin Brooks seconded; motion carried.

**USU-Eastern**

**New Courses**

- **BCCM 2110** Interior Finish II 2 cr.
  Prerequisites: BCCM 2100 must be completed or taken concurrently. A signed release form and insurance information is required.
  Effective Fall 2011

- **BCCM 2180** Exterior Finish II 2 cr.
  Prerequisites: BCCM 2170 must be completed or taken concurrently. A signed release form and insurance information is required.
  Effective Fall 2011

**Title Change, Credit Hour Change, Prerequisite Change, Description Change**

- **BCCM 2010** Framing I 2 cr.
  Previously Framing and Concrete Theory, 3 cr.
  Prerequisite: A signed release form and insurance information is required
  Effective Summer 2012

- **BCCM 2030** Framing II 2 cr.
  Previously Framing Lab, 3 cr.
  Prerequisites: BCCM 2010 must be completed or taken concurrently. A signed release form and insurance information is required
  Effective Summer 2012

- **BCCM 2080** Concrete I 2 cr.
  Previously Concrete Construction Lab, 3 cr.
  Prerequisites: A signed release form and insurance information is required.
  Effective Summer 2012

- **BCCM 2100** Interior Finish I 2 cr.
  Previously Finish Interior and Exterior Theory, 3 cr.
  Prerequisites: A signed release form and insurance information is required.
  Effective Summer 2012

- **BCCM 2170** Exterior Finish I 2 cr.
  Previously Exterior Construction Lab, 3 cr.
  Prerequisite: A signed release form and insurance information is required.
  Effective Summer 2012
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
<th>Prerequisites</th>
<th>Corequisites</th>
<th>Effective Date</th>
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</thead>
<tbody>
<tr>
<td>BCCM 2090</td>
<td>Concrete II</td>
<td>2 cr.</td>
<td>Previously 3 cr.</td>
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<tr>
<td></td>
<td>Prerequisites: BCCM 2080 must be completed or taken concurrently. A signed release form and insurance information is required</td>
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<td></td>
<td>Effective Fall 2011</td>
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<tr>
<td>CEE 2240</td>
<td>Engineering Survey</td>
<td>3 cr.</td>
<td>Previously ENGN 2240</td>
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<td>Effective Summer 2011</td>
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<td>(Information item-previously missed in USU-Eastern conversion)</td>
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<tr>
<td>NURS 1010</td>
<td>Introduction to Nursing</td>
<td>2 cr.</td>
<td>Prerequisite: Acceptance into the Practical Nursing program</td>
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<td>Effective Summer 2012</td>
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<tr>
<td>NURS 1020</td>
<td>Fundamental Concepts of Nursing</td>
<td>5 cr.</td>
<td>Prerequisites: BIOL 2320, FCHD 1500, NURS 1010, PSY 1010</td>
<td>BIOL 2420, NURS 1030, 1110</td>
<td></td>
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<tr>
<td></td>
<td>Corequisites: BIOL 2420, NURS 1030, 1110</td>
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<td></td>
<td>Effective Summer 2012</td>
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<tr>
<td>NURS 1030</td>
<td>Fundamental Concepts of Nursing Clinical</td>
<td>4 cr.</td>
<td>Prerequisites: BIOL 2320, FCHD 1500, NURS 1010, PSY 1010</td>
<td>BIOL 2420, NURS 1020, 1110</td>
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<td>Corequisites: BIOL 2420, NURS 1020, 1110</td>
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<td></td>
<td>Effective Summer 2012</td>
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<tr>
<td>NURS 1110</td>
<td>Pharmacology</td>
<td>3 cr.</td>
<td>Prerequisites: BIOL 2320, FCHD 1500, NURS 1010, PSY 1010</td>
<td>BIOL 2420, NURS 1020, 1030</td>
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<td>Corequisites: BIOL 2420, NURS 1020, 1030</td>
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<td>Effective Summer 2012</td>
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<tr>
<td>NURS 1115</td>
<td>Pharmacology Lab</td>
<td>1 cr.</td>
<td>Corequisite: NURS 1110</td>
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<td>Effective Summer 2012</td>
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<tr>
<td>NURS 1120</td>
<td>Family Nursing I</td>
<td>1 cr.</td>
<td>Prerequisites: BIOL 2320, 2420, FCHD 1500, NURS 1010, 1020, 1030, 1110, PSY 1010</td>
<td>BIOL 2060, NURS 1130, 1220, 1230, 1240</td>
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<tr>
<td></td>
<td>Corequisites: BIOL 2060, NURS 1130, 1220, 1230, 1240</td>
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</tr>
</tbody>
</table>
NURS 1220  Nursing Process I  3 cr.
Prerequisites: BIOL 2320, 2420, FCHD 1500, NURS 1010, 1020, 1030, 1110, PSY 1010
Corequisites: BIOL 2060, NURS 1120, 1130, 1230, 1240
Effective Summer 2012

NURS 1230  Nursing Process I Clinical  4 cr.
Prerequisites: BIOL 2320, 2420, FCHD 1500, NURS 1010, 1020, 1030, 1110, PSY 1010
Corequisites: BIOL 2060, NURS 1120, 1130, 1220, 1240
Effective Summer 2012

NURS 1240  Practical Nursing Practice  1 cr.
Prerequisites: BIOL 2320, 2420, FCHD 1500, NURS 1020, 1030, 1110, PSY 1010
Corequisites: BIOL 2060, NURS 1120, 1130, 1220, 1230
Effective Summer 2012

NURS 2010  Transition to Associate Degree Nursing  2 cr.
Prerequisite: Acceptance in the Associate Degree Nursing program
Corequisites: CHEM 1110, 1115, MATH 1030
Effective Summer 2012

NURS 2020  Nursing Process II  4 cr.
Prerequisites: CHEM 1110, 1115, MATH 1030, NURS 2010
Corequisites: NURS 2030, 2120
Effective Spring 2012

NURS 2030  Nursing Process II Clinical  4 cr.
Prerequisites: CHEM 1110, 1115, MATH 1030, NURS 2010
Corequisites: NURS 2020, 2120
Effective Summer 2012

NURS 2120  Family Nursing II  1 cr.
Prerequisites: CHEM 1110, 1115, MATH 1030, NURS 2010
Corequisites: NURS 2020, 2030
Effective Summer 2012

Course Description Change

NURS 1130  Family Nursing I Clinical  1 cr.
Effective Spring 2012

NURS 2220  Manager of Care  5 cr.
Effective Spring 2012
Other Business

The request from the Department of English to change the Plan B specialization to a Plan C specialization in the English Master’s degree specialization in Technical Writing was withdrawn from the agenda.

In the October 7, 2010 meeting, suggestions were given on who should be allowed to override prerequisites. These suggestions were: Graduate students-instructor; Undergraduate students-department advisor. In keeping with the committee’s recommendation, the Registrar’s Office would like the following proposal considered:

Departmental advisors will override the prerequisites for the undergraduate courses and the instructors will override the prerequisites for the graduate courses.

This request was withdrawn from the agenda.

Information Items
Inactive courses. If you wish to make any changes, such as deletions or reactivations, please submit a course approval form. (see attachment)

Discussion Item
Proposal from David Hole:
I would encourage the provost's office and the curriculum subcommittee of the EPC to consider accepting course approval forms that have been signed electronically with Adobe Acrobat. This would allow a faster, more efficient routing of the documents through the approval process to Cathy Gerber's office. Cathy can already accept pdf files that have been signed traditionally and scanned to pdf, but this encourages printing the document at each stage of the approval process so it can be signed, scanned and emailed to the next person. This is not in keeping with becoming a green, sustainable campus. Utilizing the digital signing function Adobe Acrobat would allow the process of creation and approval to be completely paperless, quicker, and easier to track than the current system. As we consider the expansion of USU to distance campuses, utilizing a completely electronic submission process will simplify submission of course approval forms from those campuses as well. Certainly colleges that wish to continue to send crumpled bits of paper through campus mail may continue to do so, but the hope is they will see immediate benefits in cutting down on the use of paper and speeding up the approval and routing process (not to mention the possibility of being lost in campus mail).

The Provost’s Office will move forward with this proposal and also restructure the EPC website to include: a mission statement, forms, language from the code about EPC and subcommittees, Regents R401 policy on submitting program proposals, flow chart, practical advice, templates (with instructions), link to cip codes, timeline for submitting R 401’s, open public tracking system (provost office will maintain), notification of process for your proposal (receipt), and contact information. This will be in addition to the minutes, agendas and links to other subcommittees.
There will also be better communication between BFW and the Graduate.
The restructuring of the EPC website is scheduled to be finished in the next week or two.

**Curriculum Subcommittee Members (2011-12)**

Ed Reeve, Chair, College of Engineering  
Thomas Bunch, Agriculture  
Darrin Brooks, Caine College of the Arts  
Chris Skousen, 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  
Wendy Holliday, Libraries  
Travis Peterson, Regional Campuses and Distance Education  
Norm Jones, General Education Subcommittee Chair  
Shelly Lindauer, Graduate Council  
Tanner Wright, Academic Senate President  
Brett Healy, Graduate Studies Vice President (representing Cami Jones)  
Roland Squire, Registrar’s Office  
Cathy Gerber, Registrar’s Office

**EPC and Curriculum Subcommittee Schedule for 2011-2012**

<table>
<thead>
<tr>
<th>EPC and Curriculum Subcommittee Meetings</th>
<th>Agenda Items Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 1, 2011</td>
<td>August 18, 2011</td>
</tr>
<tr>
<td>October 6, 2011</td>
<td>September 22, 2011</td>
</tr>
<tr>
<td>November 3, 2011</td>
<td>October 20, 2011</td>
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<tr>
<td>December 1, 2011</td>
<td>November 17, 2011</td>
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<tr>
<td>January 12, 2012</td>
<td>December 15, 2011</td>
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<tr>
<td>February 2, 2012</td>
<td>January 19, 2012</td>
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<tr>
<td>March 1, 2012</td>
<td>February 16, 2012</td>
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<tr>
<td>April 5, 2012</td>
<td>March 22, 2012</td>
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</table>

Meeting adjourned 2:45 p.m.  
Ed Reeve conducted the meeting  
Cathy Gerber recorded the minutes