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CURRICULUM SUBCOMMITTEE MINUTES

3 March 2016

A meeting of the Curriculum Subcommittee of the Educational Policies Committee was held on 3 March 2016 at 2:00 pm in Old Main 136 (Champ Hall Conference Room).

Present: Brian Warnick for Ed Reeve, Chair, College of Agriculture and Applied Sciences
Larry Smith, Chair, EPC
Barbara Williams for 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
Kacy Lundstrom, Libraries
Dean Adams, College of Engineering
Scott Henrie, USU-Eastern
Roland Squire, Registrar's Office
Scott Hunsaker, Emma Eccles Jones College of Education and Human Services
Nathan Straight, Regional Campuses

Absent: Scott Bates, Chair, Academic Standards
Ty Aller, Graduate Studies Senator
Nicholas Morrison, Caine College of the Arts
Janet Anderson, Office of the Provost
Marci Smith, Registrar's Office
Vijay Kannan, Jon M. Huntsman School of Business

Visitors: N/A

1. *Approval of 4 February 2016 Minutes*
<https://usu.box.com/s/3mhw17t2dt102rnv4razhhq8v0bg0heg>
Motion to approve the Curriculum minutes of 4 February 2016 made by Dean Adams. 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 Brian Warnick. Seconded by Dick Mueller. Business approved.

ADVS =

APEC =

ASTE = 1

LAEP =

NDFS =

PSC = 1

Caine College of the Arts

Motion to approve the business of the Caine College of the Arts made by Dick Mueller. Seconded by Erin Brewer. Business approved.

ART = 5

MUSC = 2

THEA = 1

Jon M. Huntsman School of Business

Motion to approve the business of the Jon M. Huntsman School of Business made by Dawn Kirby. Seconded by Dean Adams. Business approved.

ACCT =

BUS =

ECN = 1

MGT = 1

MIS =

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 Dean Adams. Seconded by Dick Mueller. Business approved pending PSY revision.

COMD = 2

EDUC =

FCHD = 3

HPER =

ITLS = 1

NURS = 1

PSY = 1 (PSY 6820 course description needs to state something about the Graduate class requires additional work)

SPED =

TEAL = 1

College of Engineering

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

BENG =

CEE =

CS = 8

ECE = 1

EED =

MAE = 1

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 Dick Mueller. Business approved.

ENGL = 4

HIST = 5

JCOM =

LPCS = 4

POLS =

SSWA =

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 Dawn Kirby. Business approved.

ENVS =

WATS = 1

WILD =

College of Science

Motion to approve the business of the College of Science made by Dick Mueller. Seconded by Brian Warnick. Business approved.

BIOL = 1

CHEM =

GEOL = 1

MATH =

PHYS = 2

USU =

1. ART - 3420 - Hashimoto Communication Arts Seminar

2. ART - 4470 - Special Topics in Graphic Design I

3. ART - 4475 - Special Topics in Graphic Design II

4. ARTH - 3780 - 19th Century European Art

5. ARTH - 4520 - The Visual Cultures of Empire (CI)

6. BIOL - 6325 - Bayesian Analysis of Biological Data

7.

CLAS - 3170 - Descent and Return: Ancient Views of Hades and the Afterlife



8. CMST - 3250 - Organizational Communication

9. COMD - 7450 - COUNSELING FOR COMMUNICATIVE DISORDERS I

10. COMD - 7470 - COUNSELING FOR COMMUNICATIVE DISORDERS II

11. CS - 1440 - Methods in Computer Science

12. CS - 5665 - Introduction to Data Science

13. CS - 5700 - Object-Oriented Software Development

-
14. CS - 6050 - Computational Geometry: Algorithms and Applications ✖
-
15. CS - 6810 - Wavelets and Wavelet Algorithms ✖
-
16. CS - 6820 - Speech and Language Processing ✖
-
17. CS - 7050 - Computational Geometry: Algorithms and Applications ✖
-
18. CS - 7810 - Wavelets and Wavelet Algorithms ✖
-
19. ECE - 7340 - Advanced Aerospace Controls ✖
-
20. ENGL - 3470 - Approaches to Research in English Studies
-
21. ENGL - 3500 - Literacy, Community, and Service Learning
-
22. ENGL - 4340 - Studies in Fiction/Nonfiction
-
23. ENGL - 4540 - Teaching Creative Writing
-
24.
FCHD - 1100 - Critical Issues in Family, Consumer, and Human Development
-
25. FCHD - 2620 - Planning Creative Experiences for Young Children
-
26. FCHD - 3280 - Economic Issues for Individuals and Families
-
27. FIN - 5440 - Cases in Finance
-
28. GEO - 3700 - Structural Geology
-
29.
HIST - 3170 - Descent and Return: Ancient Views of Hades and the Afterlife ✖
-
30. ITLS - 5500 - Integration and Innovation of Technology in Education
-
31. MAE - 7340 - Advanced Aerospace Controls ✖
-
32. MGT - 6720 - Strategic Supply Chain Management
-
33. MUSC - 3515 - Orchestral Auditions Seminar
-
34. MUSC - 3530 - Cache Symphony Orchestra
-
35. NURS - 1018 - Professional Nursing

36. PHIL - 1320 - The Good Life

37. PHIL - 3800 - Philosophy in Literature

38. PHIL - 4250 - Tolkien and Lewis on Myth and Truth

39. PHYS - 2310 - Physics for Physics Majors I

40. PHYS - 2320 - Physics for Physics Majors II

41. PSC - 3250 - Aviation Weather

42. PSY - 6280 - Organizational Behavior Management ✕

43.

RELS - 3170 - Descent and Return: Ancient Views of Hades and the Afterlife



44. RELS - 3990 - Theory and Method in Religious Studies

45. RELS - 4010 - Yoga Theory ✕

46. SCED - 3100 - Motivation and Classroom Management

47. TEE - 6960 - Master' Project

48.

THEA - 4020 - Acting X-Modern American Masters: O'Neill, Williams, and Miller.

49. WATS - 3820 - Climate and Climate Change (DSC/QI)

3. *Program Proposals*

Request from the Department Electrical and Computer Engineering in the College of Engineering to remove all emphases in the Electrical Engineering PhD.

<https://usu.box.com/s/3mhw17t2dt102rnv4razhhq8v0bg0heg>

Motion to approve the proposal from the Department of Electrical and Computer Engineering to remove all emphases in the Electrical Engineering PhD made by Dean Adams. Seconded by Dick Mueller. Proposal approved.

4. *Other Business*

Jessica Hansen gave the committee an update on the Curriculog conference she just attended. She notified the committee that the forms needed to be taken down for a few weeks. Dawn Kirby asked that this not be done until after graduation. Dick Mueller would like to get an e-mail every time there is a request he needs to approve, not just in his weekly digest. Jessica provided the committee with some of the upcoming changes that will solve some of the issues.

Larry Smith notified the committee that Ed Reeve will not be the chairperson again next year (he has

held this position for a very long time). The committee needs to be thinking of who the new chair should be and come prepared to discuss at the April meeting.

Adjourned at 2:20 pm

CURRICULUM SUBCOMMITTEE MINUTES

4 February 2016

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

Present: Ed Reeve, Chair, College of Agriculture and Applied Sciences
Larry Smith, Chair, EPC
Adrienne Larson for Nicholas Morrison, Caine College of the Arts
Michele Hillard, Secretary
Erin Brewer, Graduate Council
Richard Mueller, College of Science
Mike Lyons for 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
Kacy Lundstrom, Libraries
Dean Adams, College of Engineering
Scott Henrie, USU-Eastern
Roland Squire, Registrar's Office
Scott Hunsaker, Emma Eccles Jones College of Education and Human Services
Heidi Kesler for Marci Smith, Registrar's Office
Nathan Straight, Regional Campuses

Absent: Scott Bates, Chair, Academic Standards
Ty Aller, Graduate Studies Senator

Janet Anderson, Office of the Provost

Visitors: N/A

1. *Approval of 14 January 2016 Minutes*

<https://usu.box.com/s/8j7fiqwt4b115qufhiedivo0i6hfe9ix>

Motion to approve the minutes of the 14 January 2016 meeting made by Mike Lyons. Seconded by Vijay Kannan. Minutes approved with attendee change from Dean Anderson to Dean Adams

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 Dick Mueller. Seconded by Karen Mock. Business approved.

ADVS =

APEC =

ASTE = 1

LAEP =

NDFS =

PSC =

Caine College of the Arts

No business to approve.

ART =

MUSC =

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 Dick Mueller. Business approved.

ACCT =

BUS =

ECN = 13

MGT =

MIS =

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 Scott Hunsaker. Seconded by Dick Mueller. Business approved.

COMD =

EDUC =

FCHD =

HPER =

ITLS =

NURS =

PSY =

SPED = 1 (SPED 5130 should be effective Fall 2016)

TEAL = 12 (SCED 4200 has N/A in justification. Scott Hunsaker will send justification to Jessica Hansen)

College of Engineering

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

BENG =

CEE = 2

CS =

ECE = 2

EED =

MAE =

College of Humanities and Social Sciences

No business to approve.

ENGL =

HIST =

JCOM =

LPCS =

POLS =

SSWA =

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

No business to approve.

ENVS =

WATS =

WILD =

College of Science

No business to approve.

BIOL =

CHEM =

GEOL =

MATH =

PHYS =

USU =

1. ASTE - 4100 - Agricultural Structures and Environment

2. CEE - 6740 - Surface Water Quality Modeling

3. CEE - 6800 - Division of Environmental Engineering Seminar

4. ECE - 5780 - Embedded Real-Time Systems

5. ECE - 6780 - Embedded Real-Time Systems

6. FIN - 4250 - Finance Internship

7. FIN - 4300 - International Finance

8. FIN - 4410 - Financial Institutions

9. FIN - 4420 - Insurance

10. FIN - 4430 - Real Estate Finance

11. FIN - 4460 - Investments

12. FIN - 4470 - Investing Practicum I

13. FIN - 4475 - Investing Practicum II

14. FIN - 4480 - Derivatives Market

15. FIN - 4490 - Hedge Funds and Private Equity
16. FIN - 4495 - Investment Banking
17. FIN - 4540 - Real Estate Valuation
18. FIN - 4550 - Real Estate Development
19. SCED - 3400 - Teaching Science I
20. SCED - 3500 - Teaching Social Studies
21. SCED - 3600 - Teaching English
22. SCED - 4200 - Language, Literacy and Learning in the Content Areas
23. SCED - 4210 - Assessment and Curriculum Design
24. SCED - 4400 - Teaching Science II
25. SPED - 5130 - Literary Braille Codes and Technologies
26. TEAL - 3660 - Educational Psychology for Teachers
27. TEAL - 6730 - Educational Linguistics
28. TEAL - 6735 - Systems of Language and Literacy for English Learners
29. TEAL - 6745 - Second Language/Literacy Acquisition and Development
30. TEAL - 6755 - Family and Community Involvement for ELs
31. TEAL - 6760 - Foundations of Dual Language Immersion/ESL/Bilingual Education

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/8j7fiqwt4b115qufhiedivo0i6hfe9ix>

Motion to approve the transfer of the minor of business from the dean's office to the Management Department made by Vijay Kannan. Seconded by Dick Mueller. Proposal approved.

4. *Other Business*

Curriculog discussions -

- Survey (what's working/what's not) – Originators still seem to be having problems with launching the proposal. The proposal is “launched” after the catalog information is imported. No changes should be made until the proposal is launched. Once it is launched changes should be made and then the proposal is “approved” by the originator. We need to stress to the originators that they print the instructions from the home page and follow them.

- Review of requests – Discussions were had regarding when to reject a request and how in-depth the reviews should be. It is the responsibility of the originator, department head, dean and college curriculum chair to insure that the request is correct and does not have spelling or any other errors. Jessica Hansen will be meeting with college curriculum representatives and working on changing the steps so that the request can be edited by them before it comes to the university curriculum committee. If the issue/error is not minor, it should still be rejected and sent back to the originator.

Questions were also asked about spell check. This function is already a part of Curriculog but it is apparent that originators are not using it. We will check to see if the spelling check can be automatic like it is in Word.

It was decided that in the justification and course description blocks that there be a word limit. That limit will now be 40 words or less.

The committee would like to see the syllabus as an attachment instead of being cut and pasted. It is too hard to read the syllabi when it is pasted into the block.

It was recommended that once a request has final approval that a notification goes back to the originator and department head.

- Submissions for March and April – Reminded committee members that April 7 will be the last committee meeting for AY 2015-2016. Any requests that are not submitted and approved through the committee by that date will be put on hold until the committee meetings in September.

Meeting adjourned at 3:00 pm

Institution Submitting Request: Utah State University
Proposed Title: Doctor of Philosophy in Electrical Engineering
Currently Approved Title: Doctor of Philosophy in Electrical Engineering
School or Division or Location: College of Engineering
Department(s) or Area(s) Location: Department of Electrical and Computer Engineering
Recommended Classification of Instructional Programs (CIP) Code¹ (for new programs): NA
Current Classification of Instructional Programs (CIP) Code (for existing programs): 14.1001
Proposed Beginning Date (for new programs): NA
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 checked="" type="checkbox"/>	Emphasis*
5.2.1	<input type="checkbox"/>	(CER P) Certificate of Proficiency*
5.2.3	<input type="checkbox"/>	(GCR) Graduate Certificate*
5.4.1	<input type="checkbox"/>	New Administrative Unit
	<input type="checkbox"/>	Administrative Unit Transfer
	<input type="checkbox"/>	Administrative Unit Restructure
	<input type="checkbox"/>	Administrative Unit Consolidation
5.4.2	<input type="checkbox"/>	Conditional Three-Year Approval for New Centers, Institutes, or Bureaus
5.4.3	<input type="checkbox"/>	New Center
	<input type="checkbox"/>	New Institute
	<input type="checkbox"/>	New Bureau
5.5.1	<input type="checkbox"/>	Out-of-Service Area Delivery of Programs
5.5.2	<input type="checkbox"/>	Program Transfer
	<input type="checkbox"/>	Program Restructure
	<input type="checkbox"/>	Program Consolidation
5.5.3	<input type="checkbox"/>	Name Change of Existing Programs
5.5.4	<input type="checkbox"/>	Program Discontinuation
	<input type="checkbox"/>	Program Suspension
5.5.5	<input type="checkbox"/>	Reinstatement of Previously Suspended Program
	<input type="checkbox"/>	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: *MM/DD/YEAR*

Printed Name: *Name of CAO or Designee*

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>.

Utah State University
Doctor of Philosophy in Electrical Engineering
01/21/2016

Section I: Request

The Department of Electrical and Computer Engineering requests that all of the Emphases in the current Doctor of Philosophy Degree in Electrical Engineering (PhDEE) be removed. Since Electrical Engineering is a discipline which is changing quickly, with new sub-disciplines added and obsoleted often, it is impractical to maintain a list of Emphases to which a student must be assigned. In addition, modern study in this field requires a knowledge of several sub-disciplines. The Department is currently adequately preparing students with existing course offerings, and no instructional activities in the Department will be affected.

Section II: Need

The current list of emphases require students to declare an area of study. Many of the students are taking classes in several sub-disciplines, and find it difficult to determine a single emphasis to formally select. Also, as the faculty are added to the Department, their research interests and expertise result in changes in curriculum and course offerings which are not reflected in a fixed set of emphases.

A review of the PhDEE programs in the State of Utah, located at the University of Utah and at Brigham Young University, indicate that both programs do not include formal emphases. In addition, feedback from the students indicate that employers are not influenced by a formal emphasis noted on the degree, but by the breadth and depth of classes the student has taken, and the topic of the dissertation research.

Section III: Institutional Impact

None.

Section IV: Finances

No costs are anticipated by this change.

Section V: Program Curriculum

No program curriculum will be changed.

