Curriculum Subcommittee Minutes, September 7, 2017

Utah State University

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A meeting of the Curriculum Subcommittee of the Educational Policies Committee was held on 7 September 2017 at 2:00 pm in Old Main 136 (Champ Hall Conference Room).

Present: Vijay Kannan, Chair, Jon M. Huntsman School of Business
        Brian Warnick, College of Agriculture and Applied Sciences
        Scott Hunsaker, Emma Eccles Jones College of Education and Human Services
        Michele Hillard, Secretary
        Geneva Harline, Graduate Council
        Richard Mueller, College of Science
        Dean Adams, College of Engineering
        Fran Hopkin, Registrar’s Office
        Barbara Williams, Catalog Editor
        Nicholas Morrison, Caine College of the Arts
        Claudia Radel, S.J. & Jessie E. Quinney College of Natural Resources
        Jessica Hansen, Academic and Instructional Services
        Anuj Khasgiwala, Graduate Studies Senator
        Ed Reeve, Chair, EPC
        Clint Pumphrey, Libraries
        Blake Harms, USUSA Executive Vice President

Absent:  Janet Anderson, Office of the Provost
        Heidi Kesler, Registrar’s Office
        Scott Henrie, USU-Eastern
        Matt Sanders, College of Humanities and Social Sciences
        TBD, Regional Campuses

Visitors:

1. Approval of 6 April 2017 Minutes
   Motion to approve the 6 April 2017 minutes made by Brian Warnick. Seconded by Nick Morrison. Minutes approved.

2. Program Proposals
   Request from the School of Applied Sciences, Technology and Education in the College of Agriculture and Applied Sciences to add a school-based and community-based emphases to the Bachelor of Science degree in Agricultural Education.

   Request from the Department of Communicative Disorders and Deaf Education in the Emma Eccles Jones College of Education and Human Services to offer a Masters in Communication Sciences.
   (Change pronoun from “we” - font issues)
   Motion to approve proposal made by Scott Hunsaker. Seconded by Nick Morrison. Proposal approved pending removal of “we” and font issues.
Request from the Department of Sociology, Social Work and Anthropology in the College of Humanities and Social Sciences to offer an Interfaith Leadership Certificate of Proficiency. (Is it appropriate to limit the number of courses that can be counted towards the certificate before taking a required course?)
Motion to approve proposal made by Richard Mueller. Seconded by Brian Warnick. Motion to postpone approval made by Scott Hunsaker. Seconded by Richard Mueller. Tabled until October meeting.

3. **Semester Course Approval Reviews**

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

ADVS =
APEC =
ASTE = 1
LAEP =
NDFS =
PSC =

**Caine College of the Arts**
Motion to approve the business of the Caine College of the Arts made by Nick Morrison. Seconded by Dean Adams. Business approved.

ART =
MUSC =
THEA =
CCA = 1

**Jon M. Huntsman School of Business**

ACCT =
BUS =
ECN =
MGT =
MIS =

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

COMD =
EDUC =
FCHD =
KHS =
ITLS =
NURS =
PSY =
SPED =
College of Engineering
Motion approve the business of the College of Engineering made by Dean Adams. Seconded by Scott Hunsaker. Business approved.

BENG =
CEE =
CS = 1
ECE = 9
EED =
MAE = 2

College of Humanities and Social Sciences
ENGL =
HIST =
JCOM =
LPCS =
POLS =
SSWA =
IELI =

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

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

UN =

4. Other Business
Updated R401 process and timeline can be found at https://www.usu.edu/epc/R401proposals/.

Syllabus Updates
Ed Reeve has written some guidelines for what is required in a syllabus as well as what should or could be include in all syllabi.
Some questions have been asked regarding the Course Objectives section and Ed Reeve will meet with Claudia Radel to go over these issues/concerns. Any additional feedback can be forwarded to Ed Reeve at ed.reeve@usu.edu.

An issue as been brought forward regarding loop holes where individuals want to resurrect old courses so they do not have to come up with a new syllabus. It was suggested that departments review their syllabi before each semester. This discussion will be tabled and brought back at the October meeting for further clarification and direction.

Curriculog Update
Individual college forms have been condensed to two new forms. New forms regarding catalog and degree works changes have been added.

Adjourn: 3:01 pm