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## Curriculum Subcommittee Minutes, October 5, 2017

Utah State University

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## CURRICULUM SUBCOMMITTEE MINUTES

5 October 2017

A meeting of the Curriculum Subcommittee of the Educational Policies Committee was held on 5 October 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  
Greg Podgorski for Richard Mueller, College of Science  
Dean Adams, College of Engineering  
Fran Hopkin, Registrar's Office  
Barbara Williams, Catalog Editor  
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  
Scott Henrie, USU-Eastern  
Tom Liljegren for Matt Sanders, College of Humanities and Social Sciences

Absent: Heidi Kesler, Registrar's Office  
TBD, Regional Campuses  
Nicholas Morrison, Caine College of the Arts

Visitors: Tom Lee, Dean, Brigham City Regional Campus  
Derrick Tollefson, Department Head, Sociology, Social Work and Anthropology  
Scot Allgood, Department Head, Family, Consumer and Human Development

### 1. Approval of 7 September 2017 Minutes

*Motion to approve the minutes made by Dean Adams. Seconded by Brian Warnick. Minutes approved.*

### 2. Program Proposals

Request from the Department of Nutrition, Dietetics and Food Sciences in the College of Agriculture and Applied Sciences to establish a Hunger Solutions Institute.

*(Need edits, funding specifics and acronym clean up)*

*Motion to approve the proposal pending edits and clean up made by Brian Warnick. Seconded by Dean Adams. Proposal approved.*

Request for the Jon M. Huntsman School of Business to establish the Stephen R. Covey Center for Leadership.

*Motion to approve the proposal made by Scott Hunsaker. Seconded by Greg Podgorski. Proposal approved.*

Request from the Department of Human Development and Family Studies in the Emma Eccles Jones

College of Education and Human Services to discontinue the Family and Consumer Science major. *Motion to approve the proposal made by Scott Hunsaker. Seconded by Dean Adams. Proposal approved.*

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. *Motion to approve the proposal made by Greg Podgorski. Seconded by Claudia Radel. Proposal approved.*

### **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 by Greg Podgorski. Business approved.*

ADVS = 4 (ADVS 6400 and PUBH 5400). *Reject all 5400 & 6400 courses*

APEC =

APPR = 17 (APPR 0798 & APPR 0799 are identical). *Reject both APPR 0798 & APPR 0799.*

ASTE = 5

LAEP =

OPDD = 1

NDFS =

PSC =

#### ***Caine College of the Arts***

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

ART = 1

MUSC = 1 (MUSC 4935 *clarify acronyms*)

THEA =

CCA =

#### ***Jon M. Huntsman School of Business***

*Motion to approve the business of the Jon M. Huntsman School of Business made by Scott Hunsaker. Seconded by Greg Podgorski. Business approved.*

ACCT =

BUS =

ECN = 5

MGT = 4

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 Brian Warnick. Business approved.*

COMD =

EDUC = 1  
FCHD =  
KHS = 1  
ITLS =  
NURS = 7  
PSY =  
SPED = 12  
TEAL =

***College of Engineering***

*Motion to approve the business of the College of Engineering made by Dean Adams. Seconded by Scott Hunsaker. Business approved.*

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

***College of Humanities and Social Sciences***

*Motion to approve the business of the College of Humanities and Social Sciences made by Tom Liljegren. Seconded by Blake Harms. Business approved.*

ENGL =  
HIST = 2 (RELS 4520 title clarification “editing internship”)  
JCOM =  
LPCS = 1  
POLS =  
SSWA =  
IELI =

***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 Claudia Radel. Seconded by Scott Hunsaker. Business approved.*

ENVS = 2  
WATS =  
WILD = 1

***College of Science***

*Motion to approve the business of the College of Science made by Greg Podgorski. Seconded by Dean Adams. Business approved.*

BIOL = 3  
CHEM = 3 (CHEM 1210 – clarification on Math)  
(CHEM 2300 as pre-requisite tabled for clarification on pre-requisite)  
GEOL =

MATH = 1

PHYS =

SCI = 1

UN =

#### **4. *Other Business***

FCHD Doctoral Program Credit Reduction – Scot Allgood

In the past, the credit reductions have gone through an R401 but the Provost stated that they do not need to go through the R401 process. This is just an information item for the Curriculum committee.

Syllabus Requirements for Curriculum Purposes – Ed Reeve

What are the minimum expectations for Curriculum syllabi? Ed Reeve will draft a template of the minimal requirements.

Zero Credit Courses – Moved to the November meeting

Catalog Course Listings – “Semester Usually Taught” – Tom Lee

Regional campus students have been handicapped by not knowing which courses are available for them and what semester they are taught. The semester offered is usually only for Logan campus courses. It would be advantageous if we could set up a two-year window that would help students and advisors know what is available and establish a two-year plan. There is a widespread desire by students to be able to plan for a couple of years. Include in the catalog the semesters the courses would be taught at the regional campuses. Using wording like “traditionally offered” allows faculty to be squishy in their dates for teaching. Set up a separate place in the catalog that could be updated more easily to include the regional campus courses being taught each semester. This idea was presented to the President and Provost. President Cockett would like to see it in the catalog by delivery method not by campus location and possibly tie it into scheduling that would give them something concrete. Catalog is intended to be a static document and should be a snapshot that does not change throughout the year.

**Adjourn: 3:00 pm**