



EDUCATIONAL POLICIES COMMITTEE AGENDA

3 September 2020

3:00 – 4:00 p.m.

[Zoom Meeting](#)

Agenda

1. **Approval of [2 April 2020 Minutes](#).**
2. **Subcommittee Reports**
 - a. **Curriculum Subcommittee (Nicholas Morrison)**

Course Approvals – 26

Program Proposals

Request from the School of Teacher Education and Leadership in the Emma Eccles Jones College of Education and Human Services to [add Interventions for Secondary Students' as a new specialization within the existing Master of Education in Curriculum and Instruction](#).

Request from the School of Teacher Education and Leadership in the Emma Eccles Jones College of Education and Human Services to [add Interventions for Secondary Students as a new specialization within the existing Master of Science in Curriculum and Instruction](#).

Request from the Department of Languages, Philosophy and Communications Studies in the College of Humanities and Social Sciences to [restructure the department. Resulting in two departments, specifically the Department of World Languages and Cultures and the Department of Communication Studies and Philosophy](#).
 - b. **Academic Standards Subcommittee (Renee Galliher)**

Minutes – No meeting
 - c. **General Education Subcommittee (Lee Rickords)**

Minutes – [21 April 2020](#)
3. **Other Business**

Learning objectives for new course approvals.

Adjourn:

EDUCATIONAL POLICIES COMMITTEE MINUTES

2 April 2020

A meeting of the Educational Policies Committee was held on 2 April 2020 at 3:00 pm in Old Main 136 (Champ Hall Conference Room)

Present: Paul Barr, Chair, Provost's Office
Nicholas Morrison, Caine College of the Arts and Curriculum Subcommittee Chair
Timothy Taylor, College of Engineering
Cathy Bullock, College of Humanities and Social Sciences
Michele Hillard, Secretary
Chenese Boyle, Academic and Instructional Services
David Hole, College of Agriculture and Applied Sciences
Lee Rickords, General Education Subcommittee Chair
Robert Heaton, University Libraries
Robyn Peterson, Catalog Editor
Renee Galliher, Academic Standards Chair
Adam Gleed, Registrar's Office
Fran Hopkin, Registrar's Office
Karen Mock, S.J. & Jessie E. Quinney College of Natural Resources
Christa Haring-Biel, Emma Eccles Jones College of Education and Human Services
Sterling Bone, Jon M. Huntsman School of Business

Absent: Jared Fry, Graduate Studies Senator
Sami Ahmed, President USUSA
Dan Coster, College of Science
Michelle Fleck, USU Eastern
Dexton Lake, USUSA Executive Vice President
Shana Geffeney, Statewide Campuses
Richard Inouye, Graduate Council

Guests: N/A

I. *Approval of 27 March 2020 Minutes*

Motion to approve the 27 March 2020 minutes made by Sterling Bone. Seconded by Lee Rickords. Minutes approved as distributed.

II. *Subcommittee Reports*

a. *Curriculum Subcommittee (Nicholas Morrison)*

Motion to approve the Curriculum Subcommittee report made by Timothy Taylor. Seconded by Lee Rickords. Report approved.
Course Approvals - 113

Program Proposals

Request from the School of Applied Sciences, Technology and Education in the College of Agriculture and Applied Sciences to create [three emphasis areas within the Outdoor Product Design and Development Program](#).

Request from the Department of Aviation and Technical Education in the College of Agriculture and Applied Sciences to [offer a Bachelor of Science in Aviation Technology](#).

Request from the Department of Landscape Architecture and Environmental Planning in the College of Agriculture and Applied Sciences to [create a certificate in Advanced Design, Geospatial, and Visualization Technologies](#).

Request from the Department of Landscape Architecture and Environmental Planning in the College of Agriculture and Applied Sciences to [change the degree name from Masters of Bioregional Planning to Masters of Environmental Planning](#).

Request from the Department of Landscape Architecture and Environmental Planning in the College of Agriculture and Applied Sciences to [change the degree name from PhD in Landscape Architecture to PhD in Landscape Architecture and Environmental Planning](#).

Request from the Department of Languages, Philosophy and Communications Studies in the College of Humanities and Social Sciences to [create a certificate of proficiency in Nonprofit Organizations and Social Entrepreneurship](#).

Request from the Department of Environment and Society in the S.J. & Jessie E. Quinney College of Natural Resources to [offer a certificate of proficiency in Applied Geographic Information Science](#).

b. Academic Standards Subcommittee (Renee Galliher)
Minutes – No meeting (nothing to report)

c. General Education Subcommittee (Lee Rickords)
Motion to approve the General Education Subcommittee report made by Cathy Bullock. Seconded by Nick Morrison. Report approved.
Minutes – [March 17, 2020](#)

III. Other Business

Appoint committee chair for 2020-2021 academic year.
Paul Barr will remain the chair for the 2020-2021 academic year.

The Provost will be sending out an email shortly to faculty regarding three topics: 1) pass/fail system; 2) IDEA evaluations and 3) final exam information. The deadline for the students to decide if they want to change their grade to a pass/fail is May 19. Extending to the 19th allows the students two weeks to meet with their advisors and discuss what they want to do. USU will keep the grade the student received just in case they ever want to come back and check it. Curriculum committee felt strongly that the pass/fail option should be for undergraduate and graduate students. IDEA – faculty in general felt the most comfortable requesting feedback but they don't want it to be used in an evaluative sense. Faculty will be the only ones receiving the information. No information will go to department heads or deans. Final exams schedule is in the catalog and when we've always done synchronous delivery. Some students don't have the resources to participate

in a synchronous manner. Provide recommendations on how we would implement final exams.

Adjourn: 3:25 pm

CHASS - Languages, Philosophy and Communication Studies - New Administration Unit

4.1.c R401 New Administrative Unit

Proposal Information

Instructions for Completing R401:

[Writing Guidelines/Suggestions](#)

[USHE R401 Policy](#)

Contact Information

Paul Barr: Vice Provost (797-0718)

Step 1: Turn on "Help Tips" by clicking on the Show Help TextPrint icon (*small blue circle with i inside*) at the top right-hand side of your proposal.

Step 2: Select the College and Department Involved in the Process to Ensure the Correct Workflow and Approval.

Select the College(s) or Division(s) this proposal involves.

Select the Department(s) or Unit(s) this proposal involves.

COLLEGE or UNIVERSITY DIVISION: *

DEPARTMENT or UNIT: *

PROPOSED UNIT TITLE: Two New Departments from one - The Department of World Languages and Cultures AND the Department of Communication Studies and Philosophy

Request

Step 3: Select the Proposed Type of Unit Being Requested.

Proposed Unit Type*

New Administration Unit

Description/Narrative

**Administrative Unit
Description and
Narrative***

Section I: Request

Purpose:

Utah State University proposes to restructure the Department of Languages, Philosophy and Communication Studies within the College of Humanities and Social Sciences effective Fall Semester 2021. This request will result in two departments. Specifically, the Department of Languages, Philosophy and Communication Studies will be divided into a Department of World Languages and Cultures and a Department of Communication Studies and Philosophy. The programs associated with each department are as follows:

The Department of World Languages and Cultures:

Majors and appropriate CIP codes

Asian Studies	05.0103
Chinese	16.0301
French	16.0901
French - Teaching Emphasis	13.1325
German	16.0501
German – Teaching Emphasis	13.1326
Portuguese	16.0904
Spanish	16.0905
Spanish – Teaching Emphasis	13.1330

Minors and appropriate CIP codes

Arabic Studies	16.1101
Asian Studies	05.0103
Chinese	16.0301
Chinese - Teaching Emphasis	13.1306
French	16.0901
French - Teaching Emphasis	13.1325
German	16.0501
German – Teaching Emphasis	13.1326
Japanese	16.0302
Linguistics	16.0102
Portuguese	16.0904

Russian 16.0402

Spanish 16.0905

Spanish – Teaching Emphasis 13.1330

Non-Degree program and appropriate CIP code

Intensive English Language Institute 13.1401

Graduate program and appropriate CIP code

Master of Second Language Teaching MSLT 13.1306

The Department of Communication Studies and Philosophy:

Majors and appropriate CIP codes

Communication Studies 09.0100

Global Communication 09.0907

Liberal Arts 24.0101

Philosophy 38.0101

Minors and appropriate CIP codes

Organizational Communication 09.0901

Philosophy 38.0101

Speech Communication Teaching 13.1339

Graduate Program and appropriate CIP code

MA/MS Degree in Communication Studies 09.0100

Undergraduate Certificate and appropriate CIP code

Nonprofit Organizations and Social Entrepreneurship 09.0901

Section II: Program Proposal

Proposed Action & Rationale

The College of Humanities and Social Sciences proposes this action to enhance the effectiveness and efficiency of academic program administration. This restructuring will better serve the needs of our students and the faculty in these diverse disciplines.

The Department of Languages, Philosophy and Communication Studies is an unusual conglomeration of disciplines and programs that does not exist as a department in any other university. When Brad Hall became head of the department in 2006 there were 28 benefitted faculty, eight majors (with distinct CIP codes), fourteen minors (with distinct CIP

codes) and one graduate program. This coming year (2020-21) there will be 53 benefitted faculty, thirteen majors (with distinct CIP codes), sixteen minors (with distinct CIP codes),

the English language institute, a new certificate program, and two graduate programs. The addition of 25 full-time faculty, five majors, three minors, a language institute, a certificate program, and a new graduate program has added to the complexity of what was already a diverse and programmatically unusual department when Professor Hall started his tenure as department head. Professor Hall will be stepping down from his role of department head at the end of the 20-21 academic year, and now is an ideal time to give greater focus and efficiency to the programs in each of the proposed departments. The restructuring will facilitate a stronger, clear base on which to build community for the students, faculty and alumni of the various programs. The proposed division will also allow for a clearer connection to regional, national, and international associations tied to the various programs. Unlike the unique combination that now exists, there are other universities that have departments that combine the programs which would be combined in the proposed action. Some of the programs in the current department have seen a high rate of student demand over recent years and the eclectic nature of the department is making it hard to meet the needs of our students.

The name of the department with the language programs in it will be the Department of World Languages and Cultures. This name was voted on and approved by the faculty who would be in this department. The name is a common name in the field and is the name used by the University of Utah, Oregon State University, University of Nevada-Las Vegas, and Iowa State University to name just a few. Based on Spring 2020 numbers in USU's evisionsArgos system, this department would serve 606 students based in Logan (180 majors, 390 minors, 36 on-campus international students in the Intensive English Language Institute). In addition, in the spring of 2020, the Intensive English program also served 139 Utah State students based outside of the United States. The lower-division language classes taught in this proposed department impact students across the university. For example, in 2018 students across 102 different majors took at least one of these lower-division language courses. Based on current numbers, this department will have thirty-two faculty members, including six full professors, fourteen associate professors, three assistant professors and nine full-time lecturers.

The name of the Department of Communication Studies and Philosophy is simply a merger of the two programs with the larger program listed first. The connection with a Communication Studies program and Philosophy program are not common. However, schools such as Florida Gulf State University and Keene State College do have this combination. Based on Spring 2020 numbers in USU's evisionsArgos system, this department would serve 406 students based on the Logan Main Campus (371 majors, 35 minors). In addition, this department would play a major role in helping students across the university complete General Education requirements as the department routinely teaches roughly 45 sections of classes that fill General Education requirements to well over a thousand students every semester. Based on current numbers, this department will have twenty-one faculty members, including six full professors, two associate professors, seven assistant professors, four full-time lecturers, and two postdoctoral teaching fellows.

Consistency with Institutional Mission and Institutional Impact

This is an administrative structural change to the academic programs within the College of Humanities and Social Sciences. This restructuring will allow for greater focus on the specific needs of the students in these programs and is fully in line with the mission of Utah State University.

Finances


The restructuring action is not creating new programs, so the funds currently supporting these programs will be reallocated in a manner that continues to support their implementation and will not require new fiscal resources. There will be two new department heads hired from an internal search and the college is already positioned to make these hires with resources that are coming to the college through early retirements. The current staff positions will be retained and assigned to each department in a way that allows the functions of each department to be supported.

Section III Curriculum (if applicable)

N/A

Step 4: Submit

Click on the save all changes button below.

Scroll to the top left and click on the launch  icon to launch your proposal.

Emma Eccles Jones College of Education and Human Services - School of Teacher Education and Leadership

4.1.a R401 Abbreviated Program Proposal

Proposal Information

Instructions for Completing R401:

[Writing Guidelines/Suggestions](#)

[USHE R401 Policy](#)

Contact Information

Edward Reeve: Interim Vice Provost (797-0718)

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Select the College(s) this proposal involves.

Select the Department(s) this proposal involves.

COLLEGE (include all cross listed colleges)*

Emma Eccles Jones College of Education and Human Services

DEPARTMENT (include all cross listed departments)*

School of Teacher Education and Leadership

Current Title (if applicable)

Proposed Title

Step 3: Enter the Correct CIP Code Using the Following Website: [Classification Instructional Programs](#)

CIP Code (6-digits)* 131001

Minimum Number of Credits (if applicable)* 36

Maximum Number of Credits (if applicable)* 36

Type of Degree: (BA, BS, etc.)* MEd

Request

Step 4: Select the Type of Change Being Requested.

- New Programs:**
- New Certificates of Proficiency (except Institutional Certificates of Proficiency)
 - New Certificates of Completion
 - New Post-Baccalaureate and Post-Masters Certificates
 - New Minors
 - New Emphases within an Approved Degree
 - New K-12 Endorsements
 - Other

- Existing Program Changes:**
- Program Transfer
 - Program Restructure
 - Program Consolidation
 - Program Suspension
 - Program Discontinuation
 - Program Name Change
 - Out-of-Service Area Delivery of a Program
 - Reinstatement of a Previously Suspended Program
 - Other

Administrative Unit Changes:

- New Administrative Units
- Administrative Unit Transfer
- Administrative Unit Restructure
- Administrative Unit Consolidation
- Reinstatement of Previously Suspended Administrative Units
- Other

Creation of Non-Administrative Units:

- New Center
- New Institute
- New Bureau
- Other

Other: (explain change)

Additional Approvals (if applicable)

Graduate Council* Yes
 No

Council on Teacher Education* Yes
 No

Section I: The Request

R401 Purpose* Add 'Interventions for Secondary Students' as a new specialization within the existing Master's of Education in Curriculum and Instruction.

Section II: Program Proposal

Proposed Action & Rationale*

This specialization was originally recommended from approximately a dozen administrators who asked USU to offer their high school teachers with advanced training in interventions. Specifically, administrators want their teachers to be able to provide academic and behavioral supports to secondary students who exhibit multiple risk indicators, including low literacy, high absenteeism, and low engagement. Secondary general education teachers are content trained with minimal or no training in interventions to support students without disabilities requiring intensive interventions.

Labor Market

Demand (if applicable)

Consistency with Institutional Mission & Institutional Impact*


This specialization will be offered statewide via distance education with students having both a Plan B or C option like other specializations within the Masters of Education in Curriculum and Instruction program. Planning guides for both are attached.

Finances*

Since all courses within this proposed specialization already exist, no additional costs are anticipated.


Section III: Curriculum (if applicable)

Program Curriculum Narrative

Step 5: Attach completed Program Curriculum and Degree Map to this request by clicking on the Files  icon located in the upper left-hand corner of the Proposal Toolbox.

Step 6: Submit

Click on the save all changes button below.

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Emma Eccles Jones College of Education and Human Services

DEPARTMENT (include all cross listed departments)*

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- Other

Other: (explain change)

Additional Approvals (if applicable)

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 No

Council on Teacher Education* Yes
 No

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Labor Market

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Step 6: Submit

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GENERAL EDUCATION COMMITTEE

April 21, 2020

8:30 a.m. – 9:30 a.m.

Champ Hall Conference Room – OM 136

Present: Lee Rickords, College of Agriculture and Applied Sciences (Chair)
Christopher Scheer, Caine College of the Arts
Harrison Kleiner, College of Humanities and Social Sciences
Claudia Radel, S.J. & Jessie E. Quinney College of Natural Resources
Greg Podgorski, College of Science
Matt Sanders, Connections
Paul Barr, Office of the Executive Vice President and Provost
Dory Rosenberg, University Libraries
Robert Mueller, Statewide Campuses/Communications Intensive
Lawrence Culver, American Institutions
Charlie Huenemann, Humanities
Ryan Bosworth, Social Sciences
Robyn Peterson, Registrar's Office
Mykel Beorchia, University Advising
Kristine Miller, University Honors Program
Michele Hillard, Secretary
Michelle Smith, Secretary
Shelley Lindauer, Emma Eccles Jones College of Education and Human Services
John Mortensen, Academic and Instructional Services

Excused: Thom Fronk, College of Engineering
Steve Nelson, USU Eastern
Sami Ahmed, USUSA President
Ryan Dupont, Life and Physical Sciences
Daniel Holland, Jon M. Huntsman School of Business
David Wall, Creative Arts
David Brown, Quantitative Literacy/Intensive

Call to Order – Lee Rickords

Approval of Minutes – [March 17, 2020](#)

Motion to approve the March 17, 2020 minutes made by Greg Podgorski. Seconded by Charlie Huenemann. Minutes approved as distributed.

Course Approvals/Removals/Syllabi Approvals

<https://usu.curriculog.com/>

HIST 3060 (DHA) **APPROVED** Charlie Huenemann
Motion to approve HIST 3060 DHA designation made by Charlie Huenemann. Seconded by
Claudia Radel. Designation approved.

SOC 3340 (DSS) **RETURNED TO ORIGINATOR**.....Ryan Bosworth

Business

Election of General Education Chair

Motion to nominate Lee Rickords as General Education subcommittee chair made by Charlie Huenemann. Seconded by Robert Mueller. Decision was unanimous. Lee Rickords will be the chair for the 2020-2021 academic year.

Committee Members for 2020-2021

General Education subcommittee will move forward with the same members. Anyone who cannot serve needs to contact Lee Rickords and notify him of who will be replacing them.

Gen Ed Assessment

First year of General Education Assessment Plan was successful in terms of faculty engagement, but also a steep learning curve. This year is being treated as a “pilot” year where we refine processes. Data from the first year is noisy so in lieu of an outcomes report, Michael Torrens and Harrison Kleiner will be producing and sharing a “case study” report on lessons learned and modifications for next academic year. Modifications are on the technological side of things, particularly how faculty flag assignments in Canvas. There is optimism that at this time next year we will have meaningful and actionable data from GE Assessment. The General Education Assessment Plan that was approved included a step to second score student artifacts. While the accreditors did give USU a clean bill of health, but they will be doing a follow up in the fall and will expect USU follows through with the full plan. Academic and Instructional Services (AIS) will pull a sampling of student artifacts from each breadth area for the area committees to second score. Since the focus will be on learning about the process this year, there will be an abbreviated second scoring of 10-20 artifacts. Harrison will write something up to give to the area chairs and then let them talk with their committee members. All bread areas with the exception of communications literacy will be tasked with second scoring. The hope is that area committees can complete the review by the end of May.

Adjourn: 9:00 am