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## Educational Policies Committee Minutes, December 3, 2020

Utah State University

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## EDUCATIONAL POLICIES COMMITTEE MINUTES

3 December 2020

3:00 – 4:00 p.m.

[Zoom Meeting](#)

### Minutes

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Present: Paul Barr, Chair, Provost's Office  
Mateja Savoie Roskos, College of Agriculture and Applied Sciences  
Nicholas Morrison, Caine College of the Arts and Curriculum Subcommittee Chair  
Kat Oertle, Emma Eccles Jones College of Education and Human Services  
Matt Sanders, College of Humanities and Social Sciences  
Dan Coster, College of Science  
Lee Rickords, General Education Subcommittee Chair  
Shana Geffeney, Statewide Campuses  
Robert Heaton, University Libraries  
Richard Cutler, Graduate Council  
Mike Conover, S.J. & Jessie E. Quinney College of Natural Resources  
Fran Hopkin, Registrar's Office  
Michele Hillard, Secretary  
Jason Marshall, USU Eastern  
Renee Galliher, Academic Standards Chair  
Sterling Bone, Jon M. Huntsman School of Business  
Robyn Peterson, Catalog Editor

Absent: Alex Braeger, Graduate Studies Senator  
Timothy Taylor, College of Engineering  
Chenese Boyle, Academic and Instructional Services  
Lucas Stevens, USUSA Executive Vice President  
Harrison Kleiner, GE Assessment  
Sami Ahmed, President USUSA

Guests: N/A

I. **Approval of 5 November 2020 Minutes**

*Minutes approved as distributed.*

II. **Subcommittee Reports**

a. **Curriculum Subcommittee** (Nicholas Morrison)

*Motion to approve the Curriculum Subcommittee Report made by Matt Sanders.*

*Seconded by Lee Rickords. Report approved.*

## *Course Approvals – 76*

### *Program Proposals*

Request from the Department of Theatre Arts in the Caine College of the Arts to offer an [Associates of Arts in Theatre](#).

Request from the Department of Applied Economics in the College of Agriculture and Applied Sciences to create an Institutional [Certificate of Proficiency in the area of small firm management](#).

Request from the Department of Applied Economics in the College of Agriculture and Applied Sciences to [change the name of the minor to be more reflective of the course emphasis and to be more in line with the emphasis that students in the minor](#).

Request from the Department of Data Analytics and Information Systems in the Jon M. Huntsman School of Business to [modify the name of the existing degree program in the Management Information Systems and to require that students complete an approved emphasis within the degree program](#).

Request from the Department of Data Analytics and Information Systems in the Jon M. Huntsman School of Business to [establish an emphasis in Cybersecurity within the IS undergraduate degree program](#).

Request from the Department of Data Analytics and Information Systems in the Jon M. Huntsman School of Business to [establish an emphasis in Data Engineering within the IS undergraduate degree program](#).

Request from the Department of Data Analytics and Information Systems in the Jon M. Huntsman School of Business to [establish an emphasis in Web Development within the IS undergraduate Degree program](#).

Request from the School of Teacher Education and Leadership in the Emma Eccles Jones College of Education and Human Service to [offer an Educational Paraprofessional Certificate of Completion](#).

Request from the Department of Special Education and Rehabilitation Counseling in the Emma Eccles Jones College of Education and Human Services to [restructure and change the name from Special Education and Rehabilitation Counseling Certificate of Proficiency to Certificate in Rehabilitation and Disability](#).

Request from the Center for Intersectional Gender Studies & Research in the College of Humanities and Social Sciences to [discontinue the Women and Gender Studies minor](#).

Request from the Departments of English and Journalism and Communication in the College of Humanities and Social Sciences to [create a Certificate of Proficiency in Digital Writing and Publication](#).

Request from the Department of Sociology, Social Work and Anthropology in the College of Humanities and Social Sciences to [create a new Department of Social Work by dividing the Department of Sociology, Social Work and anthropology into the Department of Social Work and the Department of Sociology and Anthropology](#).

Request from the Department of Sociology, Social Work and Anthropology in the College of Humanities and Social Sciences to [create a Certificate of Proficiency in Social Analytics](#).

Request from the Departments of Languages, Philosophy and Communication Studies, Political Science and Economics and Finance in the College of Humanities and Social Sciences and the Jon M. Huntsman School of Business to [create a Certificate of Proficiency in Philosophy, Politics and Economics](#).

Request from the Department of Geosciences in the College of Science to [add a new GeoWorkforce emphasis to the existing Bachelor of Arts and Bachelor of Science degree in Geology](#).

**b. Academic Standards Subcommittee (Renee Galliher)**

*Motion to approve the Academic Standards Subcommittee report made by Sterling Bone. Seconded by Nick Morrison. Report approved.*

Minutes – [12 November 2020](#)

The School of Graduate Studies has resolved to discontinue the GRE exam. This is sometimes an impediment to underrepresented groups but does not preclude programs or departments from using the exam. There will need to be some adjustments as to how some fellowships will be looked at and may need to come up with alternative criteria. Many programs across the country have discontinued the GRE during COVID but will be reinstating it afterwards.

**c. General Education Subcommittee (Lee Rickords)**

*Motion to approve the General Education Subcommittee report made by Dan Coster. Seconded by Matt Sanders. Report approved.*

Minutes – [17 November 2020](#)

Had one item of business ARTH 4260 – DHA which was approved. Discussed being able to receive designations for short-term study abroad courses. If a course meets for one to two weeks should its designation be accepted? As long as it meets the designation rubrics it could be approved. Communication Intensive (CI) subgroup has been working on the main working components for CI and Communication Literacy (CL) designations. Courses for Quantitative Intensive (QI) designations and are being assessed because there has not been a definitive list or rubrics. All classifications will now have a good working model and rubric.

**III. Other Business**

Curriculog New Course Justification Language – Mateja Savoie Roskos  
*(Briefly explain the role this course would play in your overall program curriculum and how this course would be used to achieve program learning outcomes).* This verbiage will be added to the 2.1 forms in Curriculog.

Curriculog R401 Full Template Language – Robert Heaton  
*(Describe the library resources required to offer the proposed program, including those needed for new courses or research areas. Include specialized resources that the Library already provides as well as new resources that would need to be acquired (with funding sources detailed in Appendix D). If you need assistance in completing this section, contact your departments assigned liaison librarian.)* This verbiage will be added to the 4.1.b form in Curriculog.

**Adjourn: 4:05 pm**



## EDUCATIONAL POLICIES COMMITTEE MINUTES

5 November 2020

3:00 – 4:00 p.m.

[Zoom Meeting](#)

### Minutes

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Present: Paul Barr, Chair, Provost's Office  
Mateja Savoie Roskos, College of Agriculture and Applied Sciences  
Nicholas Morrison, Caine College of the Arts and Curriculum Subcommittee Chair  
Kat Oertle, Emma Eccles Jones College of Education and Human Services  
Matt Sanders, College of Humanities and Social Sciences  
Dan Coster, College of Science  
Lee Rickords, General Education Subcommittee Chair  
Shana Geffaney, Statewide Campuses  
Robert Heaton, University Libraries  
Richard Cutler, Graduate Council  
Alex Braeger, Graduate Studies Senator  
Fran Hopkin, Registrar's Office  
Michele Hillard, Secretary  
Jason Marshall, USU Eastern  
Renee Galliher, Academic Standards Chair  
Sterling Bone, Jon M. Huntsman School of Business  
Robyn Peterson, Catalog Editor

Absent: Timothy Taylor, College of Engineering  
Chenese Boyle, Academic and Instructional Services  
Lucas Stevens, USUSA Executive Vice President  
Mike Conover, S.J. & Jessie E. Quinney College of Natural Resources  
Harrison Kleiner, GE Assessment  
Sami Ahmed, President USUSA

Guests: N/A

I. **Approval of 1 October 2020 Minutes**  
*Minutes approved as distributed.*

II. **Subcommittee Reports**

a. **Curriculum Subcommittee** (Nicholas Morrison)  
*Motion to approve the Curriculum Subcommittee Report made by Dan Coster.  
Seconded by Richard Cutler. Report approved.*

## Course Approvals – 134

### Program Proposals

Request from the Department of Aviation and Technical Education in the College of Agriculture and Applied Sciences to [correct the acronym from Police Officers Standards and Training to Peace Officer Standards and Training](#).

Request from the Department of Art and Design in the Caine College of the Arts to [offer an Associate of Arts in Art at the USU Eastern campus](#).

Request from the Department of Marketing and Strategy in the Jon M. Huntsman School of Business to [create a new Consulting Minor](#).

Request from the Center for Persons with Disabilities in the Emma Eccles Jones College of Education and Human Services to [change the name of the Center for Persons with Disabilities to the Institute for Disability Research, Policy and Practice](#).

Request from the Department of Languages, Philosophy and Communication Studies in the College of Humanities and Social Sciences to [create a certificate of proficiency in Teaching English to Speakers of Other Languages](#).

Request from the Department of Biology in the College of Sciences to [discontinue the Bachelor of Arts and Science in Biology Ecology/Biodiversity as well as the Biology: Environmental Bachelor of Arts and Science emphasis](#).  
*Withdrew proposal.*

Request from the Department of Biology in the College of Science to [discontinue the Biology: Environmental program](#) – current listed as “not currently offered”.

Request from the Department of Biology in the College of Science to [change the emphasis program name from Ecology/Biodiversity in the Bachelor of Arts and Bachelor of Science to Ecology and Evolutionary Biology](#).

Request from the Department of Computer Science in the College of Science to [restructure the current Master of Computer Science program to a 33-credit professional, coursework-only degree](#).

### **b. Academic Standards Subcommittee (Renee Galliher)**

*Motion to approve the Academic Standards Subcommittee Report made by Sterling Bone. Seconded by Richard Cutler. Report approved.*

### Minutes – 8 October 2020

Two recommendations have been brought to the committee from the Registrar's Office. The first was to adjust the amount of time that students can be involved in a leave of absence (LOA) before they apply for returning to the university. Most leaves take more than one year and extra effort is needed to accommodate the students. Discussed both drawbacks and advantages. The second item is a discussion on a process for accepting non-regional school credits. Focusing on any credit but specifically if it comes in as a block from one program to another. We have seen an increase in outside entities wanting to send us their program and they are not currently accredited. The overall institutional goals are not being considered and if these are accepted they may have widespread impact on the institution. Inform the

Provost's Office regarding this. The university needs to take a broader look at the applicability of bringing in these experiences to USU.

**c. General Education Subcommittee (Lee Rickords)**

Minutes – No Meeting – nothing to report.

**III. Other Business**

Calendar Committee – Spring 2021 Calendar

As the institution looked at the Spring semester there were several competing concerns due to COVID. The start date was shifted right after the MLK holiday and then the elimination of spring break. Eliminating Spring Break allowed us to shift the start date back. One concern that has come out of these changes is the mental health of students and faculty during the long stretch of continued academic instruction. A proposal to insert a couple of days back into the spring semester has been brought forward. Right now, the University is at 70 instruction days. Adding two additional break days brings us down to 68 instruction days and USU feels that with the feedback that was receiving it won't impact any accreditation issues for this one-time change. Originally proposed a Friday in March and a Friday in April. As this was circulated there was concern on the impact of Monday-Wednesday-Friday classes. The second proposal is that the April Friday will attend Friday classes on Thursday.

Revised [EPC/Curriculum Handbook](#)

The handbook has been updated and posted to the website. Some updates are grammatical and others are suggestions/questions that we need to look at further. Because it is an EPC/Curriculum handbook we will make changes and bring it back to both committees for review and approval. Looking for anyone that might want to assist in updating the handbook. Hope to start after we go remote in November and would like to finish up in January.

Course Objectives ([email-minutes](#))

Curriculog Justification Language – Mateja Savoie Roskos  
Move to December agenda.

Graduate School Updated – Richard Cutler

Discussed in the Graduate Council requirements for the GRE exam. The last time we voted on a motion to remove the GRE exam and allow departments to decide whether they wanted to require GRE and this received unanimous support. The excellence waiver will need to be looked at and reviewed. This could also impact scholarships that come through the colleges. There are still details that need to be worked out. Will vote on this as a committee possibly as soon as December. Have an overall strategy to communicate with graduate students. Utilizing email and townhalls regarding COVID related issues. Have also conducted a [graduate student survey](#). This is the third in the series. The most recent one closed last Wednesday. The Graduate Studies Office is using this to gauge the impact of COVID on the graduate students. Shared preliminary results of the Graduate Student Survey. CAPS is providing mental health help for students. The USU COVID testing will be extended to all adult dependents. Not available to test children since USU can't get past the privacy issues to test children. Trying to be open and transparent regarding the insurance issue with Grad Student dependents. Have to figure out what we can and cannot do and afford. Working on proposal for insurance. The RFP specifically asks for bids with and without dependent care as well as dental and vision. Once we receive the proposals we will sit everyone down and let them know what the university can and cannot afford.

IDEA Evaluations for 7-Week Courses – Fran Hopkin

Question came forward about when faculty could see IDEA results for the first 7-week courses. Faculty wanted to see them but AAA didn't want them to be seen until after grades. Encourage faculty to put in grades within the same timeframe after the 7-week course ends. It is best for the students and faculty if the Registrar's Office reminds the faculty to put in grades immediately after the 7-weeks. Moving forward that is what faculty will see. They will receive an email reminder of getting their grades in.

***Adjourn: 4:02 pm***



## ACADEMIC STANDARDS SUBCOMMITTEE OF THE EDUCATION POLICIES COMMITTEE

Meeting held November 12, 2020 from 3:00-4:00 p.m. via Zoom.

### MEMBERS

#### Present:

- Renee Galliher, Chair, Associate Vice Provost
- Mykel Beorchia, Advising
- Sterling Bone, Jon M. Huntsman School of Business
- Dan Coster, College of Science
- Kacy Lundstrom, University Libraries
- Robyn Peterson, subcommittee secretary (ex officio; not a voting member)

#### Absent:

- Fran Hopkin, Registrar's Office
- Lucas Stevens, USUSA

#### Guests:

- Paul Barr

### AGENDA

1. New Business
  - a. "Elimination of the Graduate Record Examinations (GRE) as a Requirement for Graduate Study at USU" presented by Richard Cutler (see attached synopsis).
    - i. Richard Cutler presented a recommendation by the Graduate Council to eliminate the GRE as a School of Graduate Studies requirement and grant departments the autonomy to require the exam or not. The restricted value of the GRE in the graduate admission process was discussed, as well as the limitations of the current predictive value of the exam. Drawbacks of requiring the GRE in the graduate school's application process were considered, including adverse effects on underrepresented or marginalized populations. Departments would have the ability to decide which elements of the GRE (or other exams, such as the GMAT and MAT) they would incorporate in determining applicant eligibility for their programs. Concerns with the proposition included current scholarship metrics and recruiting protocols that incorporate the GRE as an essential component.

*Motion to support the Graduate Council recommendation and forward the item to the Educational Policies Committee agenda made by Dan Coster. Seconded by Kacy Lundstrom. Motion approved unanimously.*

#### Old Business

- Discussion regarding the revisions to the [Excused Absences](#) policy will be made at the December meeting of the Academic Standards Subcommittee.

#### Other Business

- N/A

***Adjourn: 3:13 p.m.***

#### Agenda Item Synopsis (provided by Richard Cutler):

### Elimination of the Graduate Record Examinations (GRE) as a Requirement for Graduate Study at USU

At the Graduate Council meeting on October 14 the Council voted unanimously to eliminate the GRE as a School of Graduate Studies requirement for graduate study and to allow individual departments to decide if the GRE should be used as a requirement for some or all of their programs.

The discussion in Graduate Council focused on two main issues. First, the GRE is a very poor predictor of success in graduate programs. In the late 1990s researchers at Yale and Cornell found that the GRE did poorly even as a predictor of first year success in academic programs, and many studies that have followed have shown a weak association at best between GRE scores and success in graduate programs.

The second issue about the GRE that was discussed in Graduate Council was that it discourages underrepresented groups and that in some cases it is a financial hardship for low income students. In 2014 researchers from Vanderbilt University and the University of South Miami published an article in *Nature* arguing that the GRE harms student diversity.

School of Graduate Studies looked at graduate school requirements in regional research intensive universities. All follow the same model that Graduate Council is proposing for USU. That is, the GRE is not a “global” requirement for graduate study but individual departments may require the GRE for some or all of their programs.





**GENERAL EDUCATION COMMITTEE**

September 15, 2020  
8:30 a.m. – 9:30 a.m.  
Zoom Meeting

- Present:** Lee Rickords, College of Agriculture and Applied Sciences (Chair)  
 Christopher Scheer, Caine College of the Arts  
 Greg Podgorski, College of Science  
 Matt Sanders, Connections  
 Dory Rosenberg, University Libraries  
 Robert Mueller, Statewide Campuses/Communications Intensive  
 Charlie Huenemann, Humanities  
 Ryan Bosworth, Social Sciences  
 Robyn Peterson, Registrar’s Office  
 Mykel Beorchia, University Advising  
 Kristine Miller, University Honors Program  
 Shelley Lindauer, Emma Eccles Jones College of Education and Human Services  
 John Mortensen, Academic and Instructional Services  
 Thom Fronk, College of Engineering  
 Steve Nelson, USU Eastern  
 Daniel Holland, Jon M. Huntsman School of Business  
 David Wall, Creative Arts  
 Harrison Kleiner, College of Humanities and Social Science  
 Lawrence Culver, American Institutions  
 Claudia Radel, S.J. & Jessie E. Quinney College of Natural Resources  
 David Brown, Quantitative Literacy/Intensive  
 Michelle Smith, Secretary

- Excused:** Paul Barr, Office of the Executive Vice President and Provost  
 Sami Ahmed, USUSA President  
 Ryan Dupont, Life and Physical Sciences

**Call to Order** – Lee Rickords

**Approval of Minutes** – September 15, 2020  
*Motion to approve the September 15, 2020 minutes made by Charlie Huenemann*  
*Seconded by Shelley Lindauer and David Wall*  
*Approved unanimously*

**Course Approvals/Removals/Syllabi Approvals** <https://usu.curriculog.com/>

ARTH 4260 (CI) ..... Robert Mueller

Robert stated this designation was approved in September

ARTH 4260 (DHA) **APPROVED** ..... Charlie Huenemann  
Recommended by Charlie Huenemann  
Seconded by David Wall  
Approved unanimously

### **Business**

PSC 2040 (BPS).....Ryan Dupont  
Recommended by BPS subcommittee to receive BPS and seconded by Robert Mueller.  
Greg feels uncomfortable moving forward without having more information from Ryan because there isn't enough information on the course.  
Lee also wants to ask for more information in order to make a decision.  
Kris also stated that if Ryan couldn't make it, someone else could also present.  
Harrison said that he read what was in Curriculog, and Ryan said that it was a good course.  
Robyn pointed out that the new timeline for approving designations is once a year, so it would need to be effective in summer.  
John Mortensen said that there is another offering in Spring.  
Robyn agreed to find out from Paul if the course could be approved and given a designation earlier than summer.  
Harrison also stated that there are links in Curriculog to the course, the proposal includes the syllabus, and that info on the course is on the proposal.  
Claudia pointed out that it is only approved at the department head level, not at the dean level.  
Michelle Smith explained why it was just a business item and approvals had not been finished.  
Harrison gave some more information on the reason it was a business item.  
Lee agreed it was best to wait until Ryan Dupont could present the course. He withdrew the recommendation and the second, and it will be on the agenda for December.

Ryan Bosworth explained that there was a course that fits the designation rubric for DSS, SOC 4440. The course is a study-abroad course that fits the rubric, but he wasn't aware if there was a precedent to have a study-abroad course as a gen ed course.  
Harrison explained there was a precedent with a WATS course that was approved.  
Ryan Bosworth said that with that precedent, they will move ahead to approve the course and present it at the next meeting.  
Robert pointed out that if it fits the rubric, it fits the rubric.  
Harrison explained there might be more study-abroad courses with designations forthcoming, because the study abroad office might pursue gen ed designations to help create more interest in study abroad courses.

Update on CI Outcomes ..... Harrison Kleiner  
Harrison stated there is a group meeting several times, with great length, with stakeholders from across the university teaching CI courses and members of the CI Committee. Neither CL nor CI designations had an outcome rubric in the way the other breadth and depth designations have a rubric. It is still difficult to assess the CL English 1010 and 2020 courses.

The approach was to think of the CL1, CL2, and CI courses as a progressive outcome. The working group began creating the rubric backwards, to come up with what the CI requirements should be, and then work on the CL requirements. The process is going well and the sequence of outcomes should be finished by the end of this semester. Provost Galey asked Harrison to

*work on supports for instructors of the CL and CI outcomes in Spring semester. In January, the CL/CI working group will present the outcomes to the committee.*

*Dave Brown asked if there was a timeline for the QI outcome to be produced.*

*Harrison said no because the CI/CL outcomes were put on a high priority, but if Dave would like to work on that process, he'd be willing to start.*

*Greg also mentioned that now is the time. There is a course trying to come up with a QI designation but there is no rubric, and the originators had trouble. While there is a draft for the rubric, it isn't set. He feels that it is time to obtain a QI designation.*

*Dave said that he is concerned with how long it might take to get a QI designation. Right now, the draft is the closest thing to what is available, but there are questions that need to be answered. Past QI courses have been approved without a rubric.*

*Greg said that he feels more comfortable having a rubric in place.*

*Harrison said it isn't necessary to stop QI considerations, but if he and Dave get together, they could have a QI rubric in place by March. It would be available for Fall.*

*Lee asked Harrison if there would be any documentation on the CL/CI designation rubric for the committee to review ahead of the January meeting.*

*Harrison said that he should be able to have documentation available. They are on target for a timeline that would allow them to present the information in January.*

**Adjourned at 8:55 a.m.**