A meeting of the Curriculum Subcommittee of the Educational Policies Committee will be held on 6 February 2020 at 2:00 pm in Old Main 136 (Champ Hall Conference Room).

1. **Approval of 9 January 2020 Minutes**

2. **Program Proposals**
   Request from the Department of Aviation, Career and Technical Education to create a Cybersecurity emphasis in the Technology Systems Bachelor of Science degree.

3. **Semester Course Approval Reviews**
   [https://usu.curriculog.com/](https://usu.curriculog.com/)

   **College of Agriculture and Applied Sciences**
   ADVS = 1
   APEC =
   APPR =
   ASTE =
   LAEP =
   NDFS =
   OPDD =
   PSC =

   **Caine College of the Arts**
   ART = 2
   MUSC =
   THEA =
   CCA =

   **Jon M. Huntsman School of Business**
   ACCT =
   BUS =
   ECN =
   MGT =
   MSLE =
   MIS =

   **Emma Eccles Jones College of Education and Human Services**
   COMD =
   EDUC =
   HDFS = 1
   KHS =
   ITLS =
   NURS =
   PSY =
   SPER = 15
   TEAL = 15
College of Engineering
BENG =
CEE =
ECE =
EED =
MAE =
ENGR =

College of Humanities and Social Sciences
ENGL = 23
HIST =
JCOM =
LPCS =
POLS =
SSWA = 1
IELI =
CHSS =
WGS =

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

College of Science
BIOL = 2
CHEM =
CS = 1
GEOL =
MATH = 1
PHYS =
PUBH =
SCI =

HONR =
ISTU =
UN –CAS =
USU = 1

4. Other Business
Course and Program Approval Timeline – Fran Hopkin
EPC/Curriculum Subcommittee meetings held during Spring break.

Adjourn:
A meeting of the Curriculum Subcommittee of the Educational Policies Committee was held on 9 January 2020 at 2:00 pm in Old Main 136 (Champ Hall Conference Room).

Present:  Nicholas Morrison, Chair, Caine College of the Arts  
          Brian Warnick, College of Agriculture and Applied Sciences  
          Scott Hunsaker, Emma Eccles Jones College of Education and Human Services  
          Thomas Fronk, College of Engineering  
          Matt Sanders, College of Humanities and Social Sciences  
          Claudia Radel, S.J. & Jessie E. Quinney College of Natural Resources  
          Greg Podgorski, College of Science  
          Rachel Wishkoski, University Libra  
          Mark Chynoweth, Statewide Campuses  
          Paul Barr, Provost’s Office  
          Michele Hillard, Secretary  
          Jared Fry, Graduate Senator  
          Adam Gleed, Registrar’s Office  
          Chenese Boyle, Program Coordinator  
          Toni Gibbons, DegreeWorks  
          Merideth Thompson, Jon M. Huntsman School of Business  
          Robyn Peterson, Catalog Editor  
          Dexton Lake, Executive Vice President  
          Scott Henrie, USU Eastern

Absent:  Sami Ahmed, President USUSA  
          Richard Inouye, Graduate Council

Visitors: Rose Judd-Murray, Collin Flint, Eadric Bressel

1. **Approval of 5 December 2019 Minutes**  
   Minutes approved as distributed.

2. **Program Proposals**  
   Request from the School of Applied Sciences, Technology and Education in the College of Agriculture and Applied Sciences to offer a **Minor in Nonformal and Community-Based Education**.  
   Motion to approve the proposal made by Brian Warnick. Seconded by Scott Hunsaker. Proposal approved pending slight revisions.

   Request from the Department of Kinesiology and Health Science in the Emma Eccles Jones College of Education and Human Services to suspend the **Sports Medicine Specialization in the Health and Human Movement Master of Science program**.  
   Motion to approve the proposal made by Scott Hunsaker. Seconded by Brian Warnick. Proposal approved.

   Request from the Departments of History and Political Science in the College of Humanities and Social Sciences to create a **Certificate of Proficiency in Global Peacebuilding**.
Motion to approve the proposal made by Matt Sanders. Seconded by Greg Podgorski. Proposal approved.

Request from the Department of Biology in the College of Sciences requests approval to add a Human Biology Emphasis to the existing Bachelor of Arts degree in Biology. Motion to approve the proposal made by Greg Podgorski. Seconded by Brian Warnick. Proposal approved.

3. 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 Merideth Thompson. Business approved.
   ADVS =
   APEC =
   APPR =
   ASTE = 2
   AVTE = 1
   LAEP =
   NDFS =
   OPDD =
   PSC = 2

   **Caine College of the Arts**
   Motion to approve the business of the Caine College of the Arts made by Scott Hunsaker. Seconded by Matt Sanders. Business approved.
   ART = 2
   MUSC = 4
   THEA =
   CCA =

   **Jon M. Huntsman School of Business**
   Motion to approve the business of the Jon M. Huntsman School of Business made by Merideth Thompson. Seconded by Matt Sanders. Business approved.
   ACCT =
   BUS =
   ECN = 3
   MGT = 1
   MSLE = 1
   MIS = 3

   **Emma Eccles Jones College of Education and Human Services**
   Motion to approve the Emma Eccles Jones College of Education and Human Services made by Scott Hunsaker. Seconded by Greg Podgorski. Business approved.
   COMD = 4
   EDUC =
   HDFS = 8
   KHS = 16
   ITLS =
   NURS = 12
   PSY =
SPER = 38
TEAL = 25

College of Engineering
Motion to approve the business of the College of Engineering made by Thomas Fronk. Seconded by Jared Fry. Business approved.
BENG = 2
CEE = 5
ECE =
EED =
MAE =
ENGR =

College of Humanities and Social Sciences
Motion to approve the business of the College of Humanities and Social Sciences made by Matt Sanders. Seconded by Jared Fry. Business approved.
ENGL = 4
HIST = 10
JCOM =
LPCS = 3
POLS =
SSWA = 1
IELI =
CHSS =
WGS =

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 =
WATS = 3
WILD = 2
NR =

College of Science
Motion to approve the business of the College of Science made by Greg Podgorski. Seconded by Merideth Thompson. Business approved.
BIOL = 2
CHEM =
CS =
GEOL =
MATH =
PHYS =
PUBH =
SCI =

HONR =
ISTU =
UN –CAS =
USU =
4. **Other Business**
Curriculog will be shutting down on March 18 and will reopen the first part of July.

Will be discussing curriculum complexity in the EPC Committee today. From this point forward each R401 will need a curriculum complexity analysis. Will also be discussing CIP codes and R401 proposals. This can cause problems with student VISAs due to the incorrect codes. This also poses a problem for USU’s Carnegie Research status, since STEM PhDs are weighted more heavily than non-STEM degrees in the R-1 calculation.

*Adjourn: 3:00 pm*
College of Agriculture and Applied Sciences - Aviation, Career and Technical Education

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)

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) this proposal involves.

Select the Department(s) this proposal involves.

<table>
<thead>
<tr>
<th>COLLEGE (include all cross listed colleges)*</th>
<th>College of Agriculture and Applied Sciences</th>
</tr>
</thead>
<tbody>
<tr>
<td>DEPARTMENT (include all cross listed departments)*</td>
<td>Aviation, Career and Technical Education</td>
</tr>
<tr>
<td>Current Title (if applicable)</td>
<td></td>
</tr>
<tr>
<td>Proposed Title</td>
<td>Cybersecurity Emphasis in Technology Systems BS degree</td>
</tr>
</tbody>
</table>

Step 3: Enter the Correct CIP Code Using the Following Website:

https://usu.curriculog.com/proposal:11191/print
Classification Instructional Programs

CIP Code (6-digits) * 111003

Minimum Number of Credits (if applicable) * 120

Maximum Number of Credits (if applicable) * 120

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

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
- ☐ New Center
Section I: The Request

R401 Purpose* The purpose of this proposal is to create a Cybersecurity emphasis in the Technology Systems BS degree. The skills offered in this emphasis are needed for a relevant workforce that meets the demands of the department's regional industry partners.

Section II: Program Proposal

Proposed Action & Rationale* This proposal creates a Cybersecurity emphasis in the Technology Systems BS degree. Due to the growth in the field, as identified by the department's industry partners and the Department of Workforce Service (DWS), this proposal includes the development of five three-credit courses that will provide a capstone for students seeking technical careers in this field.

Labor Market Demand (if applicable) The industry and educational partners in the Technology Systems advisory council have indicated a strong need for providing this emphasis. The department of Workforce Services in Northern Utah reports that in the past six months 1,078 related jobs were posted. Workforce Services is also projecting a 4% (est. 5720 people) increase in the workforce demand in the area of quality and reliability by 2026.

Consistency with Institutional Mission & Institutional Impact* As a land grant institution, the mission of Utah State University is to serve the public through learning, discovery, and engagement. This new emphasis will provide students with the opportunity to learn valuable skills relevant to the needs of industry throughout the region and state; thus, allowing the students to engage with the industry in preparation to enter the workforce.

Finances* The courses for this emphasis will be taught using current faculty resources. A Strategic Workforce Initiative grant has laid the foundation for this current project.
Program integration and development will be provided through existing resources at USU. In the partnership with Bridgerland Technical College initiated through the previously mentioned SWI grant, these courses will be aligned with Bridgerland Technical College’s advanced Cybersecurity certificate program. Additionally, industry partners are committed to assist students by providing internship and work experience while pursuing the degree.

**Section III: Curriculum (if applicable)**

<table>
<thead>
<tr>
<th>Program Curriculum Narrative</th>
</tr>
</thead>
<tbody>
<tr>
<td>This emphasis will follow the existing prescribed coursework for the Technology Systems degree, with this new emphasis requiring the following five courses:</td>
</tr>
<tr>
<td>TESY4810 - Kali Linux Essentials (3)</td>
</tr>
<tr>
<td>TESY4820 – Penetration Testing (3)</td>
</tr>
<tr>
<td>TESY4830 - Network Traffic Analysis (3)</td>
</tr>
<tr>
<td>TESY4840 - Cybersecurity Analysis and Forensics (3)</td>
</tr>
<tr>
<td>TESY4850 – Advanced Python (3)</td>
</tr>
</tbody>
</table>

**Step 5: Attach** (if applicable) 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.

Scroll to the top left and click on the launch icon to launch your proposal.
## COURSE AND PROGRAM APPROVAL TIMELINE

**PROPOSED**

### COURSES

#### ONCE A YEAR

COURSE CHANGES THAT MAY BE MADE ONCE A YEAR WITH PUBLICATION OF THE NEW CATALOG

- Course prefix change
- Course number change
- Addition/Deletion of a prerequisite or restriction
- Credit hour change
- Course title change
- Inactivation/Deletion of a course
- Addition/Deletion of a co-requisite
- Pass/Fail designation change
- Addition/Deletion of a General Education/University Studies designation

#### TWICE A YEAR

COURSE CHANGES THAT MAY BE MADE TWICE A YEAR

APPROVED BY OCTOBER EPC FOR SPRING UPDATES

- Addition of new course
- Course description change
- Repeatable for credit status
- Addition/Deletion of a dual/cross listed course
- Reactivation of a course

APPROVED BY FEBRUARY EPC FOR SUMMER/FALL UPDATES

### PROGRAMS

#### ONCE A YEAR

CHANGES THAT MAY BE MADE ONCE A YEAR WITH PUBLICATION OF THE NEW CATALOG

CURRICULOG PROPOSAL DUE BY MARCH 1

- Existing program requirement changes
- Discontinue/Suspend program*
- Program Name changes*

#### UPON FINAL APPROVAL

CHANGES MAY BE MADE TO THE CATALOG AND DEGREE WORKS UPON PROVOST OFFICE FINAL APPROVAL

CURRICULOG PROPOSAL REQUIRED

- New Programs and New Emphases*

#### CHANGED AS NEEDED

Catalog page changes that do not affect program requirements

Catalog faculty list updates

*NEW PROGRAMS, NEW EMPHASES, AND PROGRAM NAME CHANGES MUST BE APPROVED BY EPC AND BOARD OF TRUSTEES, WITH PROVOST OFFICE R401 FINAL APPROVAL

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January 2020