

**EDUCATIONAL POLICIES COMMITTEE MINUTES**  
**4 December 2008**

A meeting of the Educational Policies Committee was held on 4 December 2008 at 3 p.m. in Old Main 136 (Champ Hall Conference Room).

Present:                    Larry Smith, Chair  
                              Ed Reeve, Curriculum Subcommittee Chair and Engineering  
                              Scot Allgood, Academic Standards Subcommittee Chair and Emma Eccles Jones  
                              College of Education and Human Services  
                              Richard Mueller, General Education Subcommittee Chair and Science  
                              David Hole, Agriculture  
                              David Olsen, Business  
                              Ed Glatfelter, HASS  
                              Nancy Mesner, Natural Resources  
                              Erin Davis, Libraries  
                              Ronda Menlove, Regional Campuses and Distance Education  
                              Susan Crowley, Graduate Council  
                              Grady Brimley, ASUSU President  
                              Adam Fowles, Graduate Student Senate President  
                              Jeremy Jennings, ASUSU Academic Senate President  
                              Cathy Gerber, Registrar's Office

Absent:                    Roland Squire, Registrar's Office

**I. Minutes of the 6 November 2008 meeting**

Scot Allgood moved to approve the minutes of the 6 November 2008 meeting. David Olsen seconded; motion carried.

**II. Subcommittee Reports**

**A. Curriculum Subcommittee**

Ed Reeve reviewed the Curriculum Subcommittee business.

All courses were approved.

The request from the Department of Instructional Technology and Learning Sciences to rename the Master of Science degree and the Doctorate of Philosophy degree to a Master of Science and a Doctorate of Philosophy in Instructional Technology and Learning Sciences was approved.

The following option was approved by the Curriculum Subcommittee concerning the request for a very large number of prefix changes:

**Since we are not doing a printed schedule for Fall 2009 we could:**

- **Keep the effective date Fall 2009.**
- **The Registrar's Office will delete all old courses and sections of courses prior to registration starting.**

- **We will research and fix the applicable prerequisites.**
- **All new courses will be available for registration by June 15, 2009, instead of April 8, 2009.**

John Mortensen will create a spreadsheet, prioritizing the courses for Fall 2009 registration. Departments and advisors will be kept apprised of the status of these courses.

A new float chart for the R 401 process should be on the Provost's website in January.

Richard Mueller moved to approve the business of the Curriculum Subcommittee. Nancy Mesner seconded; motion carried.

## **B. Academic Standards Subcommittee**

November 13, 2008 3 p.m.  
Snow Room, Family Life Building

The meeting was called to order by Scot Allgood at 3 p.m.

Attendance: Chris Call, Adam Fowles, Jeremy Jennings, Scot Allgood, Janis Winkler, David Goetze, David Hole, John Mortensen.

The minutes from the last meeting held October 9, 2008 were approved.

### Action Items:

1. Academic Integrity Policy was reviewed and passed. The major revisions include a new Article VI which necessitated a few modifications in other articles for consistency. The entire code is attached for review. ([see attachment](#))
2. Due to inconsistencies and no policy there have been concerns about grades from international universities. A motion was made and passed that all transfer credit from international universities will be posted with P grades.

Scot Allgood adjourned the meeting at 3:40 p.m.

Next Meeting: January 15, 2009

Ed Glatfelter moved to approve the first action item in the Academic Standards Subcommittee report. Ed Reeve seconded; motion carried.

The second action item was tabled until the January 5, 2009 EPC meeting, due to questions on the articulation of transfer credits from international universities and study abroad transcripts. John Mortensen, Roland Squire and Kay Forsyth will be asked to attend the next EPC meeting to discuss articulation.

Ed Glatfelter moved to approve the business of the Academic Standards Subcommittee. Ed Reeve seconded; motion carried.

### C. General Education Subcommittee

**Meeting minutes, November 18, 2008, 8:30 am  
Champ Hall Conference Room 136**

**Present:** Richard Mueller (Chair), Wendy Holliday, Phebe Jensen, Nancy Mesner, Gary Straquadine, Grady Brimley, Craig Petersen, Rhonda Miller, Tom Peterson, Cathy Hartman, Brian McCuskey, Rob Barton, Christie Fox, Stephanie Hamblin, Mary Leavitt, John Mortensen

**Absent:** Larry Smith, Wynn Walker, Vince Lafferty, Shelley Lindauer, Richard Cutler, Ryan Dupont

#### I. Approval of Minutes

Tom Peterson motioned that the minutes of October 21, 2008, be approved as submitted. The motion was seconded by Nancy Mesner and was unanimously approved.

#### II. Course Approvals

a. *PEP 4100: Edward Heath, Health, Physical Education and Recreation*  
Pending revisions to Rhonda Miller

b. *THEA 3230: Colin Johnson, Survey of Western Theatre*  
Pending revisions to Rhonda Miller

#### III. Syllabus Approval

a. *USU 1330: All Creative Arts Syllabi*  
Pending review by Tom Peterson based on USU guidelines and committee outcomes from last spring.

b. *USU 1330: David Sidwell, Civilization: Creative Arts*  
Pending revisions to Tom Peterson

c. *USU 1330: Victoria Berry/Elaine Thatcher, Creative Arts*  
Pending review by Tom Peterson. Dick Mueller will check with Norm Jones on the definition of faculty and with Ronda Menlove on the number of needed online RCDE courses.

d. *USU 1350: Tim Graham, Integrated Life Science*  
Ryan Dupont recommended provisional approval pending that Dr. Graham answer a list of questions to the satisfaction of the subcommittee by December 5. Nancy Mesner motioned approval and Christie Fox seconded the motion. It was unanimously approved. Dick Mueller will talk to Ronda Menlove and the Curriculum Subcommittee about establishing criteria for review of all distance education courses.

#### IV. Other Business

a. **Report from Assessment Subcommittee.** Craig Peterson distributed a list the subcommittee created of several things we might do to meet the goals. He reviewed the options and stated that Rob Barton committed to conducting a comprehensive review of the CIL exam and Wendy Holliday will conduct a multi-year analysis of the use of information technology in English 1010 and 2010 classes. Brian McCuskey suggested that course evaluations not be conducted in English 1010 and 2010 classes so they can track student learning and take grades more seriously without having to worry about evaluations. The subcommittee will meet again next Tuesday and report back to this subcommittee next month. Dick Mueller stated that he still sees a need to review all course syllabi. Wendy Holliday stated that she participated in a review of all syllabi with a breadth information literacy component last spring and she is establishing a website with practical ideas for implementation. She will report on their findings at our next meeting.

b. **CIL Exam Update**

- i. **Success Rates.** Rob Barton stated that his group met and he would email a copy of their statistics to the subcommittee after the meeting. This semester, average scores of the overall tests is 70-80%. There is one test that has very low scores, so that is the one they chose to focus on. He is proposing that the CIL Committee do a complete restructuring that might include removal of testing on some of the skills they obtain in high school such as PowerPoint. Gary Straquadine questioned the utility of the test since everyone passes. Rob stated that he has data on first time pass rates and average scores. Dick stated that he would like them to consider the idea Tom Peterson posed last month about creating one test category allowing students to choose tests relevant to their major. Grady Brimley stated he met with the Academic Senate and Executive Council and found out that tomorrow morning at Stater's Council they are proposing a resolution to remove the CIL Exam as a General Education or graduation requirement. Grady will provide this subcommittee with a copy of the data they will be providing at the meeting. Wendy stated that she felt the bigger question is whether the tests validly measure anything or shows a need for further help. John Mortensen suggested we see what components other schools have and be somewhat consistent.
- ii. **Relevance Memo.** Mary Leavitt stated the issue and impact is who will monitor whether the prerequisite of the CIL for Engl 2010 has been met. Her subcommittee will try to meet before our next meeting and draft a memo about the relevance of the prerequisite.

c. **International Baccalaureate Diploma and Gen Ed Discussion.** Christie Fox agreed to have her agenda item moved to next month due to a shortage of time.

d. **Sustainability Criteria.** Dick Mueller distributed a copy of the American College & University Presidents Climate Commitment stating that a sustainability component be incorporated into the curriculum. We have to have a plan in place by spring. Electronic copies of our existing objectives and course criteria will be emailed to all breadth chairs. Dick asked that all breadth designation subcommittee chairs meet with their committee members (and interested colleagues) before our December meeting to review and draft changes to the objectives, content, and criteria. You may use the underlined recommendations on the last few pages on Dick's handout from the sustainability council if you feel they are appropriate. These would be the review criteria for all new courses and will eventually be worked into existing courses. The question was raised as to whether new Gen Ed courses would be rejected if they did not contain a sustainability component. Dick clarified that courses have to meet a variety of criteria, but not all criteria, in order to be approved. There is flexibility because it is just one additional component and it may apply to some courses more than another. It has been recommended that a position be created as a resource to faculty and that they create a website with relevant links, but it may not be feasible due to budget cuts. Wendy Holliday stated that she may know someone in the library who would be interested in gathering the needed information and providing faculty development.

**V. Next Meeting – December 16, 2008**

Scot Allgood moved to approve the business of the General Education Subcommittee. Adam Fowles seconded; motion carried.

Meeting adjourned at 4:00 p.m.

Larry Smith conducted the meeting.

Cathy Gerber recorded the minutes.