

CURRICULUM SUBCOMMITTEE MINUTES
2 October 2008

A meeting of the Curriculum Subcommittee of the Educational Policies Committee was held on 2 October 2008 at 2 p.m. in Old Main 136 (Champ Hall Conference Room).

Present: Ed Reeve, Chair and Engineering
Gary Straquadine, Agriculture
Chris Fawson, Huntsman School of Business
Ed Glatfelter, HASS
Richard Mueller, Science, General Education Subcommittee Chair
Jennifer Duncan, Libraries (representing Erin Davis)
Adam Fowles, Graduate Student Senate President
Jeremy Jennings, ASUSU Academic Senate President
Cathy Gerber, Registrar's Office
Roland Squire, Registrar's Office

Absent: Scott Hunsaker, Emma Eccles Jones College of Education and Human Services
Nancy Mesner, Natural Resources
Ronda Menlove, Regional Campuses and Distance Education
Shelley Lindauer, Graduate School

Visitor: Larry Smith, Vice Provost

Chris Fawson moved to approve the minutes of the 4 September 2008 meeting. Richard Mueller seconded; motion carried.

Gary Straquadine moved to approve the business of the College of Agriculture. Richard Mueller seconded; motion carried.

College of Agriculture

Department of Animal, Dairy and Veterinary Science

Add Multiple List

ADVS 5400/6400	Environmental Toxicology	3 cr.
	Add multiple list of PUBH/BIOL 5400/6400	
	Effective Spring 2009	

Department of Nutrition and Food Sciences

New Course

NFS 5420/6420	Molecular Nutrition Laboratory	2 cr.
	Effective Spring 2009	

Delete Course

NFS 5370/6370	Molecular Methods in Nutrition Science	2 cr.
	Also delete multiple listed courses of BIOL/ADVS/PSC 5370/6370	
	Effective Spring 2009	

Department of Plants, Soils, and Climates

Repeatable for credit

PSC 4890	Senior Seminar University Studies Designation: CI Repeatable for credit Effective Spring 2009	1 cr.
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Chris Fawson moved to approve the business of the Huntsman School of Business. Richard Mueller seconded; motion carried.

Huntsman School of Business

Repeatable for credit

BUS 4030	Selected Topics in Management Repeatable for credit Effective Spring 2009	3 cr.
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School of Accountancy

Grade Mode Change

ACCT 6010	Financial and Managerial Accounting Change to letter grade Effective Summer 2009	3 cr.
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Department of Business Administration

Grade Mode Change

BA 6410	Corporate Finance Essentials Change to letter grade Effective Summer 2009	1.5 cr.
BA 6510	Marketing Techniques Change to letter grade Effective Summer 2009	1.5 cr.
BA 6710	Essentials of Operations Management Change to letter grade Effective Summer 2009	1.5 cr.

Department of Management and Human Resources

Grade Mode Change

MHR 6050	Management Principles Change to letter grade Effective Summer 2009	1.5 cr.
MHR 6070	Fundamentals of Business Law Change to letter grade Effective Summer 2009	1.5 cr.

Gary Straquadine moved to approve the business of the Emma Eccles Jones College of Education and Human Services. Chris Fawson seconded; motion carried.

Emma Eccles Jones College of Education and Human Services

Department of Communicative Disorders and Deaf Education

New Course

COMD 6520 Anatomy, Function, and Disorders of the Eye 3 cr.
Effective Spring 2009

Department of Family, Consumer and Human Development

Course Description Change, Add Dual List

FCHD 6420/7420 Housing Policy and Issues 3 cr.
Add dual list of FCHD 7420
Effective Spring 2009

FCHD 6430/7430 Economics of Aging 3 cr.
Add dual list of FCHD 7430
Effective Spring 2009

Title Change, Credit Hour Change, Course Description Change

FCHD 6900 Topical Seminar in Family, Consumer, and Human 1-3 cr.
Development
Previously Topical Seminar: Family and Human
Development, 3 cr.
Repeatable for credit
Effective Spring 2009

FCHD 7900 Topical Seminar in Family, Consumer, and Human 1-3 cr.
Development
Previously Topical Seminar: Family and Human
Development, 3 cr.
Repeatable for credit
Effective Spring 2009

Department of Instructional Technology and Learning Sciences

Title Change, Course Description Change

INST 7300 Research in Instructional Technology and Learning 3 cr.
Sciences
Previously Qualitative and Interpretive Research in Instructional
Technology
Effective Spring 2009

Gary Straquadine moved to approve the business of the College of Engineering. Richard Mueller seconded; motion carried.

College of Engineering

Department of Mechanical and Aerospace Engineering

Prerequisite Change

MAE 6040	Continuum Mechanics and Elasticity	3 cr.
	Prerequisites: MAE 3040 or CEE 3010; MATH 2210, 2250	
	Effective Fall 2009	

Ed Glatfelter moved to approve the business of the College of Humanities, Arts, and Social Sciences. Richard Mueller seconded; motion carried.

College of Humanities, Arts, and Social Sciences

Department of History

New Course

HIST 4891	Cold War: Vietnam and Afghanistan	3 cr.
	University Studies Designation: DHA	
	Effective Spring 2009	

Interior Design Program

University Studies Request

ID 3730	Interior Materials and Construction	3 cr.
	University Studies Designation: QI	
	Effective Spring 2009	

Department of Sociology, Social Work and Anthropology

New Course

SOC 4600	Senior Research Capstone Seminar	3 cr.
	Prerequisites: SOC 1010, 3010, 3110, 3120, 4010 or instructor's permission	
	Effective Spring 2009	

Richard Mueller moved to approve the business of the College of Natural Resources. Jeremy Jennings seconded; motion carried.

College of Natural Resources

New Course

NR 6535	Leadership for Natural Resources Professionals	2 cr.
	Effective Spring 2009	

Department of Environment and Society

New Course

ENVS 6050	Best Research Practices in the Natural Resources and Environmental Sciences	3 cr.
	Effective Spring 2009	
GEOG 4100/5100	Geographic Approaches to the Human-Environmental Relationship	3 cr.
	Effective Spring 2009	

Department of Wildland Resources

Course Description Change

WILD 3800	Wildland Ecosystems Effective Spring 2009	3 cr.
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Richard Mueller moved to approve the business of the College of Science. Gary Straquadine seconded; motion carried.

College of Science

Department of Biology

Prerequisite Change

BIOL 5210	Cell Biology Prerequisites: BIOL 1620, 3060; CHEM 2300 or 2320; CHEM 3700 or 5700 highly recommended Effective Fall 2009	3 cr.
PUBH 3310	Occupational Health and Safety Remove prerequisite of CHEM 1220 No prerequisites needed Effective Fall 2009	3 cr.

Department of Chemistry and Biochemistry

Credit Hour Change

CHEM 5720	General Biochemistry Laboratory Previously 2 cr. Effective Spring 2009	3 cr.
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Prerequisite Change

CHEM 6600	Modern Chemical Analysis Prerequisite: CHEM 5640, graduate standing or instructor's permission Effective Spring 2009	3 cr.
CHEM 7610	Chemical Separations Prerequisite: CHEM 5640, graduate standing or instructor's permission Effective Spring 2009	3 cr.
CHEM 7620	Electrochemistry Prerequisite: CHEM 5640, graduate standing or instructor's permission Effective Spring 2009	3 cr.
CHEM 7640	Special Topics in Analytical Chemistry (Topic) Prerequisite: CHEM 5640, graduate standing or instructor's permission Effective Spring 2009	1-3 cr.

Department of Computer Science

Prerequisite Change

CS 2420	Algorithms and Data Structures—CS 3 University Studies Designation: QI Prerequisites: 2.0 GPA; minimum grade of C- in CS 1410 Effective Spring 2009	3 cr.
CS 2450	Introduction to Software Engineering I University Studies Designation: CI Prerequisites: 2.0 GPA; minimum grade of C- in CS 2420 Effective Spring 2009	3 cr.
CS 2810	Computer Systems Organization and Architecture I Prerequisites: 2.0 GPA; minimum grade of C- in CS 1410 Effective Spring 2009	3 cr.
CS 3000	Undergraduate Seminar Pass/Fail Only Prerequisites: 2.0 GPA; minimum grade of C- in CS 2420 Effective Spring 2009	1 cr.
CS 3100	Operating Systems and Concurrency Prerequisites: 2.0 GPA; minimum grade of C- in CS 2420; not available to pre-Computer Science majors Effective Spring 2009	3 cr.
CS 3810	Computer Systems Organization and Architecture II Prerequisite: 2.0 GPA; minimum grade of C- in CS 2810; not available to pre-Computer Science majors Effective Spring 2009	3 cr.
CS 4250	Cooperative Work Experience Repeatable for credit Prerequisites: 2.0 GPA; instructor's permission; not available to pre-Computer Science majors Effective Spring 2009	1-9 cr.
CS 4700	Programming Languages Prerequisites: 2.0 GPA; minimum grade of C- in CS 2420; not available to pre-Computer Science majors Effective Spring 2009	3 cr.
CS 4720	Computer Networking I Prerequisites: 2.0 GPA; minimum grade of C- in CS 2420; not available to pre-Computer Science majors Effective Spring 2009	3 cr.

CS 4730	Computer Networking II Prerequisites: 2.0 GPA; minimum grade of C- in CS 4720; not available to pre-Computer Science majors Effective Spring 2009	3 cr.
CS 4890	Topics in Computer Science (Topic) Prerequisites: 2.0 GPA; minimum grade of C- in CS 2420; not available to pre-Computer Science majors Effective Spring 2009	3 cr.
CS 4950	Undergraduate Research Repeatable for credit Prerequisites: 2.0 GPA; minimum grade of C- in CS 2420 and instructor's permission; not available to pre-Computer Science majors Effective Spring 2009	1-4 cr.
CS 5000	Theory of Computability Prerequisites: 2.0 GPA; minimum grade of C- in CS 2420; not available to pre-Computer Science majors Effective Spring 2009	3 cr.
CS 5070	Computer Science Capstone Pass/Fail Only Prerequisites: 2.0 GPA; not available to pre-Computer Science majors Effective Spring 2009	1 cr.
CS 5100	Graphical User Interfaces and Windows Programming Prerequisites: 2.0 GPA; minimum grade of C- in CS 2420; not available to pre-Computer Science majors Effective Spring 2009	4 cr.
CS 5200	Distributed and Network Programming Prerequisites: 2.0 GPA; minimum grade of C- in CS 3100; not available to pre-Computer Science majors Effective Spring 2009	4 cr.
CS 5300	Compiler Construction Prerequisites: 2.0 GPA; minimum grade of C- in CS 2810 and 4700; not available to pre-Computer Science majors Effective Spring 2009	4 cr.

CS 5370	Advanced Software Engineering Prerequisites: 2.0 GPA; minimum grade of C- in CS 3450; not available to pre-Computer Science majors Effective Spring 2009	3 cr.
CS 5400	Computer Graphics I Prerequisites: 2.0 GPA; minimum grade of C- in CS 2420, MATH 1220, MATH 2250 or 2270; not available to pre-Computer Science majors Effective Spring 2009	4 cr.
CS 5450	Multimedia Systems Prerequisites: 2.0 GPA; minimum grade of C- in CS 2420; not available to pre-Computer Science majors Effective Spring 2009	4 cr.
CS 5460	Computer Security I Prerequisites: 2.0 GPA; minimum grade of C- in CS 2420; not available to pre-Computer Science majors Effective Spring 2009	3 cr.
CS 5500	Parallel Algorithms Prerequisites: 2.0 GPA; minimum grade of C- in CS 2420; not available to pre-Computer Science majors Effective Spring 2009	3 cr.
CS 5600	AI: Problem Solving and Expert Systems Prerequisites: 2.0 GPA; minimum grade of C- in CS 2420; not available to pre-Computer Science majors Effective Spring 2009	3 cr.
CS 5650	CVPRIP I: Computer Vision, Pattern Recognition, and Image Processing Prerequisites: 2.0 GPA; minimum grade of C- in CS 2420, MATH 2270, STAT 2000 or 3000; not available to pre-Computer Science majors Effective Spring 2009	3 cr.
CS 5670	Bioinformatics II Prerequisites: 2.0 GPA; minimum grade of C- in CS 5660; not available to pre-Computer Science majors Effective Spring 2009	3 cr.

CS 5700	Object-Oriented Software Development Prerequisites: 2.0 GPA; minimum grade of C- in CS 3450; not available to pre-Computer Science majors Effective Spring 2009	3 cr.
CS 5800	Introduction to Database Systems Prerequisites: 2.0 GPA; minimum grade of C- in CS 2420; not available to pre-Computer Science majors Effective Spring 2009	3 cr.
CS 5850	Systems Analysis Prerequisites: 2.0 GPA; minimum grade of C- in CS 5800; not available to pre-Computer Science majors Effective Spring 2009	3 cr.
CS 5890	Topics in Computer Science (Topic) Repeatable for credit Prerequisites: 2.0 GPA; minimum grade of C- in CS 2420; and instructor's permission; not available to pre-Computer Science majors Effective Spring 2009	1-4 cr.
CS 5950	Independent Study Repeatable for credit Prerequisites: 2.0 GPA; minimum grade of C- in CS 2420 and instructor's permission; not available to pre-Computer Science majors Effective Spring 2009	3 cr.
Grade Mode Change		
CS 6250	Cooperative Work Experience, Graduate Repeatable for credit Pass/Fail Only Effective Spring 2009	1-9 cr.
Title Change, Course Description Change		
CS 6800	Advanced Database Systems Previously Theory of Relational Databases Effective Spring 2009	3 cr.
Department of Mathematics and Statistics		
New Course		
MATH 5740	Actuarial Financial Mathematics Prerequisites: MATH 1220 and STAT 3000 Effective Spring 2009	3 cr.

Course Description Change		
MATH 1050	College Algebra University Studies Designation: QL Effective Fall 2008	4 cr.
Prerequisite Change, Course Description Change		
MATH 2270	Linear Algebra University Studies Designation: QI Prerequisites: C- or better in MATH 1220; or AP math score of 5 on calculus BC exam and C- or better in MATH 2210 Effective Spring 2009	3 cr.
MATH 2280	Ordinary Differential Equations University Studies Designation: QI Prerequisite: C- or better in MATH 2270 Effective Spring 2009	3 cr.

Other Business

Information Item:

Special Approvals such as Instructor Permission, Advisor Approval and Department Approval are done at the section level and not the course level like all other prerequisites and registration restriction items.

It is good to have such restrictions listed in the description of the course in the catalog, but it also needs to be understood that each semester these Special Approvals need to be checked on each of the sections.

The Registrar's Office works with the scheduling staff in each of the Departments to make sure we get the correct Special Approvals on the appropriate sections.

Richard Mueller submitted the General Education Subcommittee Course and Syllabus Approval Process.

GENERAL EDUCATION SUBCOMMITTEE COURSE AND SYLLABUS APPROVAL PROCESS

The following procedures apply for approval of, or changes to, General Education courses.

1. For a **new course** with general education designation, the following must be submitted:
 - a. General Education Course Approval Request form (<http://www.usu.edu/provost/forms/>).
 - b. EPC Semester Course Approval form (<http://www.usu.edu/provost/forms/>). Detailed instructions on how to complete the forms are found in the Handbook for the Curriculum Subcommittee, pages 21-25.
 - c. A complete and detailed syllabus.
 - d. An explanation of how the course meets the criteria for the University Studies designation being requested (see http://www.usu.edu/provost/academic_initiatives/geduc_univstud.cfm).
2. To make a **change** (adding or deleting a general education course designation) to an existing course, the following must be submitted:

- a. General Education Course Approval Request form (<http://www.usu.edu/provost/forms/>).
 - b. EPC Semester Course Approval form (<http://www.usu.edu/provost/forms/>). Detailed instructions on how to complete the forms are found in the Handbook for the Curriculum Subcommittee, pages 21-25.
 - c. A complete and detailed syllabus.
 - d. An explanation of how the course meets (or no longer meets, for a deletion) the criteria for the University Studies designation being requested. (see http://www.usu.edu/provost/academic_initiatives/geduc_univstud.cfm).
3. For approval of a **new section of USU 1300-1360 breadth courses**, the following must be submitted:
- a. General Education Course Approval Request form (<http://www.usu.edu/provost/forms/>).
 - b. A complete and detailed syllabus.
 - c. An explanation of how the course meets the criteria for the University Studies designation being requested (see http://www.usu.edu/provost/academic_initiatives/geduc_univstud.cfm).
4. A USU breadth course instructor or a department (in the case of other courses with a General Education designation), **wishing to make a significant change to their existing curriculum** must submit their syllabus for review. This action does **not** require the submittal of a *General Education Course Approval Request Form* or a *Semester Course Approval Form*.

All required information must be submitted electronically to the General Education Subcommittee Chair, [Richard Mueller](#) (2008-2009), and the General Education Subcommittee Staff Assistant, [Tammy Firth](#).

- i. The General Education Subcommittee Staff Assistant will forward the information to the appropriate designation (e.g. Humanities) subcommittee for review.
- ii. The designation subcommittee chair will email the General Education Subcommittee Chair and General Education Subcommittee Staff Assistant their findings, recommendation for approval or denial, and request that the item be placed on the next General Education Subcommittee Meeting agenda.
- iii. The designation subcommittee chair will verbally summarize their findings at the General Education Subcommittee Meeting and request approval. If the designation subcommittee chair is unable to attend the meeting, the General Education Subcommittee Chair will present their findings at the meeting.
- iv. The instructor/department will be notified that the request was approved or denied.
- v. All approved courses/designations will be signed by the General Education Subcommittee Chair and sent to the Educational Policies Committee (EPC) Staff Assistant, Cathy Gerber, for inclusion on the next Curriculum and EPC agendas.

All approved forms will be signed by the EPC Chair, Larry Smith, and will be filed with syllabi and supporting paperwork in the Provost's office for a period of three years. After that time, they will be archived in the library. The EPC Chair will prepare a report and request that all approved items be placed on the next agenda for the Faculty Senate Executive Committee and Faculty Senate.

Meeting adjourned 2:15 p.m.

Ed Reeve conducted the meeting.

Cathy Gerber recorded the minutes.