

EDUCATIONAL POLICIES COMMITTEE MINUTES
3 November 2005

A meeting of the Educational Policies Committee was held on 3 November 2005 at 3 p.m. in Old Main 136 (Champ Hall Conference Room).

Present: Joyce Kinkead, Chair
Jeff Walters, Acting Curriculum Subcommittee Chair and
Academic Standards Subcommittee Chair
David Luthy, Distance and Electronic Education Subcommittee
Chair
Stan Allen, Agriculture
Richard Jenson, Business
Scot Allgood, Education and Human Services
Gary Straquadine, Engineering
Felix Tweraser, HASS
Richard Cutler, Science
Ronda Menlove, Continuing Education
Jennifer Duncan, Library
Spencer Watts, ASUSU Academic VP
Maure Smith, Graduate Studies VP
Cathy Gerber, Registrar's Office
Brandy Reeves, University Advising and Transfer Services
Cindy Moulton, Registrar's Office

Absent: Norm Jones, General Education Subcommittee Chair
Quinn Millet, ASUSU President

Visitors: Heidi Beck, Associate Registrar
Michael Lyons, Chair, Faculty Senate Evaluation Committee

I. Minutes of the 6 October meeting

Stan Allen moved to approve the minutes of the 6 October 2005 meeting. Richard Cutler seconded; motion carried.

II. Subcommittee Reports

A. Curriculum Subcommittee

Jeff Walters reviewed the Curriculum Subcommittee business. All course changes were approved.

The Suspension of Enrollment in the Culinary Arts/Food Service Management Emphasis was approved.

The General Studies Major (BA or BS) Degree was approved.

The interdisciplinary Undergraduate Minor in Latin American Studies housed in the College of Humanities, Arts, and Social Sciences was approved

The request for approval of Master of Accounting Specialization in Personal Financial Planning was approved pending approval from the Graduate Council.

The request to change the name of Financial/Audit Specialization in the Master of Accounting to Professional Accountancy was approved pending approval from the Graduate Council.

The request to change the name of Management Accounting Specialization in the Master of Accounting to Finance was approved pending approval from the Graduate Council.

The matrix submitted by Richard Mueller listing all the prerequisites for Computer Science courses was approved. Cliff Skousen will ask the Associate Deans Council to add the item of “hidden prerequisites” to their agenda for the final review of the General Catalog. All prerequisites, in the General Catalog 2005-06, listed under each course and listed under the (general) requirements for each department were approved. Departments who have prerequisites/restrictions listed in the General Catalog 2005-06, besides those listed with each course, need to submit a matrix, showing the complete disclosure of all prerequisites/restrictions for each course to Cindy Moulton in the Registrar’s office. The request that all future course approval forms include a complete list of prerequisites/restrictions when changing prerequisites/restrictions for a course or requesting a new course to provide clarity was approved.

The new PhD in Geology was approved

The draft of the Curriculum Subcommittee Handbook can be found at <http://www.cnr.usu.edu/ch/>. Any comments need to be e-mailed to Todd Crowl.

Richard Cutler moved to approve the business of the Curriculum Subcommittee. Stan Allen seconded; motion carried.

III. Academic Standards Subcommittee

Jeff Walters reported the following:

John Mortensen reported to the ASC that the 18-credit registration limit per semester cannot be enforced in Banner with respect to the lifting of the credit limit after the fee deadline has passed. Following discussion of possible alternative modifications of the policy to accommodate this circumstance, the ASC adopted a motion to recommend deletion of the second sentence of the Credit Limit Policy (USU 2005-06 General Catalog, p. 35). The revised policy would read as follows (deleted language in brackets):

Students registering for more than 18 credits {prior to the fee payment deadline} must present their dean's signed authorization to the Registrar's Office. {After the fee payment deadline, there is no credit hour limit.}

Scot Allgood moved to approve the business of Academic Standards Subcommittee. Richard Cutler seconded; motion carried.

IV. General Education Subcommittee

No report

V. Distance Education and Electronic Delivery Subcommittee

In response to the charge given to the Distance Education and Electronic Delivery Subcommittee to look into the Approval Process of Sites, David Luthy submitted the following report: The approval process of sites is still in progress but a draft was submitted on suggestions for a process to (1)approve delivery methods for courses offered through Distance Education and (2) provide information to students and others about courses that are available by Distance Education.

Any comments on this draft are to be emailed to David Luthy.

VI. Other Items of Business

Ronda Menlove presented an overview of Continuing Education at USU that depicts the scope, growth, and diverse nature of Continuing Education. For information on the presentation please contact Ronda Menlove.

Gary Straquadine submitted a report on Guiding Principles for the Curriculum Subcommittee. A revised draft including values and principles will be forthcoming. Our process needs to be transparent, efficient and as timely as possible.

A draft of the Curriculum Subcommittee Handbook can be found at <http://www.cnr.usu.edu/ch/>. E-mail any comments to Todd Crowl.

Meeting adjourned 4:20 p.m.

Joyce Kinhead conducted the meeting.

Cathy Gerber recorded the minutes.