

EDUCATIONAL POLICIES COMMITTEE MINUTES
12 January 2006

A meeting of the Educational Policies Committee was held on 12 January 2006 at 3 p.m. in Old Main 136 (Champ Hall Conference Room).

Present:

- Joyce Kinkead, Chair
- Richard Mueller, Acting Chair Curriculum Subcommittee
- Jeff Walters, Academic Standards Subcommittee Chair
- Norm Jones, General Education Subcommittee Chair
- David Luthy, Distance Education and Electronic Delivery Subcommittee Chair
- Stan Allen, Agriculture
- Richard Jenson, Business
- Scot Allgood, Education and Human Services
- Ed Reeve, Engineering
- Felix Tweraser, HASS
- Richard Cutler, Science
- Steven Harris, Library
- Eddie Loo, Continuing Education
- Spencer Watts, ASUSU Academic VP
- Maure Smith, Graduate Studies VP
- Cathy Gerber, Registrar's Office
- John Mortensen, University Advising and Transfer Services
- Roland Squire, Registrar's Office

Absent:

- Quinn Millet, ASUSU President
- Todd Crawl, Natural Resources

Visitors:

- Gary Straquadine, Vice Provost for Academic and Faculty Services
- Vince Lafferty, Continuing Education
- Cliff Skousen, College of Business
- Paul Wheeler, Electrical and Computer Engineering Department
- Dennis Labonty, Business Information Systems Department
- Heidi Beck, Registrar's Office

I. Minutes of the 1 December 2005 meeting

Scot Allgood moved to approve the minutes of the 1 December 2005 meeting. Richard Cutler seconded; motion carried.

II. Subcommittee Reports

A. Curriculum Subcommittee

Richard Mueller reviewed the Curriculum Subcommittee business. All course changes were approved with the following changes:

BIS 4100-- title change, OSS 1410--prefix change and course description change; OSS 2300 and OSS 2400-- prefix change, course description change, and title change; OSS 2450--prefix change, course description change, prerequisite change, and title change; OSS 2500-- prefix change, course number change, course description change, and title change; and OSS 2800-- prefix change, course number change, and prerequisite change. Also, LAEP 6270 was removed from the agenda.

Request by the Master of Business Administration to remove the Business Analysis and Decision Making Specialization is still pending approval from the Graduate Council.

Request by the Master of Business Administration to remove the Business Information Systems Specialization is still pending approval from the Graduate Council.

Request by the Master of Business Administration to remove the International Economics Specialization is still pending approval of the Graduate Council.

Request by the Master of Business Administration to remove the Quantitative Economic Analysis Specialization is still pending approval from the Graduate Council.

The suspension of enrollment for the Business Information Technology and Education (BITE) and Marketing Education (MKED) programs was sent to the chair of EPC to hold a public hearing.

The suspension of enrollment for Two-Year Certificate and Diploma Programs in the Department of Music was sent to the chair of EPC to hold a public hearing.

The request by the Department of Engineering and Technology Education to offer a Master of Science Degree: Plan C Engineering and Technology Education Degree and the request by the Department of Electrical and Computer Engineering to offer a Master of Science in Computer Engineering and a Master of Engineering in Computer Engineering was approved pending approval from the Graduate Council and the Budget and Faculty Welfare committee.

The requests by the Department of Business Information Systems to change the name of the Management Information Systems Emphasis to Managerial Emphasis; to change the name of the Office Systems Management Emphasis to Training and Development Emphasis; and to change the name of the Electronic Commerce Emphasis to Technical Emphasis were approved.

The College of Business courses that need additional wording added to the prerequisites were approved.

The acceptance of the Curriculum Subcommittee Handbook was tabled until the February 2, 2006 meeting.

Stan Allen moved to approve the business of the Curriculum Subcommittee. Scot Allgood seconded; motion carried.

III. Academic Standards Subcommittee

The Academic Standards Subcommittee (ASC) met on November 11, 2005. The following actions were recommended for approval by the EPC at this meeting:

USU Courses Requirement for Graduation. This policy (2005-2006 USU General Catalog, page 56) requires that students receiving a bachelor's degree from USU must earn a minimum of 30 credits at USU, of which at least 10 of the last 40 credits presented for the degree must be USU credits.

The ASC recommends that the existing USU Courses requirement be replaced with the following policy (new language in boldface type):

USU Courses

Candidates for a bachelor's degree must complete at least 30 credits at USU's Logan campus or designated centers, or through classes offered by distance education through USU. **A minimum of 20 of these credits must be in upper division courses, of which at least 10 credits must be in courses required by the student's major.**

General Studies / Provisional Admission. John Mortensen presented the subcommittee with a revised draft proposal to replace the current General Studies program (2005-2006 USU General Catalog, pages 17-18) with a differentiated set of programs to address the needs of students who for various reasons are accepted by USU, but who do not choose to declare, or do not qualify for admission to, a specific major. The proposal included (1) an Undeclared Nondegree Program for such students who meet USU admission standards; (2) conditions under which a student in the Undeclared Nondegree Program may declare a major; (3) a General Studies Bachelor's Degree Program; and (4) a defined status of "Provisional Admission." Following discussion and modification of the proposed language for Provisional Admission, the ASC adopted the following full policy with the recommendation that it be approved by the EPC:

Undeclared Nondegree Program

Newly admitted students with less than 45 semester credits who meet the University admission standards, but who have not declared a major or who do not qualify for enrollment into one of the academic colleges, are automatically placed in the Undeclared Program. No degrees are offered through the Undeclared Program. Undeclared students who have not declared a major by the time they complete 45 semester credits will automatically be placed in the General Studies degree program.

Declaring a Major

When a student has demonstrated the ability to maintain a GPA appropriate for the intended major, that student may apply for admission to an academic college and department. Regular college admissions evaluation procedures will then be followed, and if there are no admissions restrictions, the student will be admitted to the department of his or her choice. It is the student's responsibility, in consultation with an advisor, to complete all necessary paperwork.

General Studies Bachelor's Degree Program

The General Studies bachelor's degree program provides students with the opportunity to pursue a personalized course of study. This major allows students to explore and integrate academic offerings from across multiple departments and programs.

USU students with at least a 2.0 GPA qualify for admission to this major. Transfer students from other institutions need a total GPA of at least 2.5 for admission to this major in good standing. Transfer students with a GPA between 2.2 and 2.49 may be considered on an individual basis.

Provisional Admission

Under special circumstances, a student who does not qualify for admission into one of the academic colleges or the Undeclared Program may be admitted provisionally. This may include a new student who graduated from high school with an admission index score below the standard. Provisional admission offers students a chance to prove themselves academically at the University.

Students who are admitted provisionally must sign an institutional agreement with University Advising and Transfer Services to indicate that they are fully aware of the provisions associated with their admission. For a new student these provisions include completion of 12 or more graded semester credits while maintaining a cumulative GPA of 2.0 or higher within the first term. Other provisions, including specific courses in which to enroll, may be detailed in a contract on a case-by-case basis.

Admission Policy for Home-Schooled Students. USU Director of Admissions, Jimmy Moore, submitted a proposed policy for use in admitting home-schooled students to USU. Following discussion and minor amendments, the ASC adopted the following policy and recommends its approval by the EPC:

Admission Requirements

Home-schooled Students

Home-schooled students applying for admission to Utah State University who submit a transcript from an accredited home-school organization will be evaluated the same as any traditional high school students. They must satisfy the University's admission requirements of a minimum 2.5 point average, a minimum ACT score of 19 or an equivalent SAT score, and a minimum Admissions Index score of 90.

Those home-schooled students without transcripts must provide a list of classes they have completed and a minimum ACT score of 21, or an ACT score of 19 accompanied by a grade of C on the GED, to be admitted to Utah State University.

USU E-mail Policy. John Mortensen submitted a draft of a proposed e-mail policy regarding official communication to students by the University. Following discussion and amendment, the ASC approved the following proposed policy and recommends its approval by the EPC:

E-mail Communication

All students enrolled at Utah State University are assigned a University e-mail account. University officials, including advisors, professors, administrators, and various office personnel, will use a student's e-mail account as an official means of communication.

It is the responsibility of all students to check their e-mail account on a regular basis. A student will be held accountable as being "officially notified" for any correspondence that is sent by a University representative to the student's e-mail account. For verification and security reasons, once a student is enrolled at USU, only the USU e-mail account shall be used for official communications.

University officials may correspond with students electronically via other e-mail providers prior to their enrollment at Utah State University.

Report submitted by:

Jeffrey L. Walters
Chair, Academic Standards Subcommittee

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

IV. General Education Subcommittee

No report

V. Distance Education and Electronic Delivery Subcommittee

The following report was submitted as a progress report only. Please review this report and supply David Luthy with any feedback. (see attachment)

VI. Other Items of Business

Meeting adjourned at 3:50 p.m.
Joyce Kinhead conducted the meeting.
Cathy Gerber recorded the minutes.