

**EDUCATIONAL POLICIES COMMITTEE MINUTES**  
**1 March 2007**

A meeting of the Educational Policies Committee was held on 1 March 2007 at 3 p.m. in Old Main 323L (History Office Conference Room).

Present: Steve Hanks, Chair  
Richard Mueller, Curriculum Subcommittee Chair  
Scot Allgood, Academic Standards Subcommittee Chair and  
Education and Human Services  
Norm Jones, General Education Subcommittee Chair  
Bob Heal, Distance Education and Electronic Delivery  
Subcommittee Chair  
Stan Allen, Agriculture  
Cliff Skousen, Business (representing David Olsen)  
Ed Reeve, Engineering  
Roberta Herzberg, HASS  
Nancy Mesner, Natural Resources  
Steve Harris, Libraries  
Ronda Menlove, Regional Campuses and Distance Education  
Maure Smith, Graduate Studies VP  
Maure Smith, ASUSU Academic Vice President (representing  
Michelle Lundberg)  
Maure Smith, ASUSU President (representing Noah Riley)  
Cathy Gerber, Registrar's Office  
John Mortensen, Registrar's Office (representing Roland Squire)

Absent: Richard Cutler, Science

Visitors: Kendra Hall, Provost's Office  
Tom Lee, Department Head, Family, Consumer, and Human  
Development

**I. Minutes of the 1 February 2007 meeting**

Scot Allgood moved to approve the minutes of the 1 February 2007 meeting. Nancy Mesner seconded; motion carried.

## **II. Subcommittee Reports**

### **A. Curriculum Subcommittee**

Richard Mueller reviewed the Curriculum Subcommittee business. All courses were approved.

The request from the Family, Consumer, and Human Development Department to offer an Online Bachelor of Science Degree in Family Life Studies was approved.

Scot Allgood moved to approve the business of the Curriculum Subcommittee. Ed Reeve seconded; motion carried.

### **B. Academic Standards Subcommittee**

Academic Standards Committee  
Draft Minutes Feb. 8, 2007

Attendance: Stephanie Hamblin, Roland Squire, Scot Allgood, Peter McNamara, Staci Meacham (in place of Michelle Lundberg), Chris Call, Krystin Deschamps (RFYE), Kathryn Turner, Dwight Israelsen, John Mortensen, Janis Winkler

The meeting was called to order by Chairman Scot Allgood at 3 p.m. in FL 113.

Two typographical mistakes were noted in last month's minutes. The minutes were approved as corrected.

1. Academic Warning and Transfer Student Issues dealt with similar issues so these two topics were discussed together. Both the Registrar's Office representative and Retention and First Year representative explained their concerns and suggestions. Transfer students who have a low GPA based on USU GPA only, are receiving probation notices one semester, and suspension notices the next. Timing of notification of the student (by the fifth week of the next semester) does not encourage the student to visit with the advisor before they register. There are many students who go through what is termed "Transfer Shock." Krystin Deschamps from the Retention and First Year Office will put the ideas we discussed in policy form to vote on next month.
2. Syllabi access: Proposed policy: Departments shall keep syllabi from all courses for 5 years in either electronic or hard copy format.  
The Motion was moved, seconded, and approved

It was moved that the agenda be opened for John Mortensen's Late Drop Policy. Seconded and approved to open the agenda.

3. Rather than having a student use the academic record adjustment when extenuating circumstances make it necessary for a student to drop a class (or classes) late in the

semester, have a “Late Drop Policy.” Preliminary wording “Allow student to drop a course after the published deadline under extenuating circumstances (like illness, death in the family, depression, etc.). A petition with materials submitted (same as the materials submitted for an academic record adjustment) will be required.” This preliminary motion was moved, seconded and approved by the committee. John Mortensen will put this proposal in policy format.

The link for catalog draft for this policy is:

<http://www.usu.edu/fsenate/epc/2006-2007/March/Mar12007ASCMinutes2.pdf>

Next meeting: Thursday, March 8, 2007

Chairman Scot Allgood adjourned the meeting at 3:55 p.m.

Maure Smith moved to approve the business of the Academic Standards Subcommittee. Norm Jones seconded; motion carried.

### **C. General Education Subcommittee**

#### **General Education Subcommittee Meeting Minutes February 6, 2007, 8:30 am Champ Hall Conference Room**

*Present:* Norm Jones, Guy Denton (for Vince Lafferty), Ryan Dupont, Christie Fox, Stephanie Hamblin, Steven Hanks, Wendy Holliday, Charlie Huenemann, Mary Leavitt, Shelly Lindauer, Rhonda Miller, John Mortensen, Richard Mueller, Jeff Smitten, Gary Straquadine

*Absent:* Rob Barton, Tyler Bowles, Richard Cutler, Jagath Kaluarachchi, Vince Lafferty, Nancy Mesner, Tom Peterson, Richard Ratliff, Noah Riley, Randy Simmons, Roland Squire, Gary Straquadine

#### **I. Approval of Minutes of January 6, 2007 Minutes**

A motion was made to approve the minutes of January 6, 2007; motion carried unanimously.

#### **II. Course Approvals**

- |                    |                       |
|--------------------|-----------------------|
| a. HIST 3900 – DSC | Approved              |
| b. PSY 3500 – CI   | Approved              |
| c. CS 3410 – QI    | Held over until March |
| d. CS 3430 – QI    | Held over until March |
| e. CS 3420 – DSC   | Held over until March |
| f. CS 3430 – DSC   | Held over until March |
| g. CS 1060 – BPS   | Held over until March |

### III. Discussion Items

#### a. Syllabus for USU 1350 from Tooele

- i. Discussion that syllabus must be recommended several months before the beginning of class and that it must meet USU criteria and be approved
- ii. Website for Breadth syllabi criteria:  
[http://www.usu.edu/provost/academic\\_initiatives/breadth.cfm#1350](http://www.usu.edu/provost/academic_initiatives/breadth.cfm#1350)

#### b. Articulation with Northwest College in Wyoming

- i. Northwest College in Wyoming is willing to state USU requirements (provided to them by John Mortensen) with their course descriptions and thus it is recommended that the college be approved for course articulation.
- ii. Motion made to approve articulation with Northwest College in Wyoming; motion carried unanimously.
- iii. Request that all colleges/universities that have asterisks be identified in Banner on articulation screen

#### c. Associate degrees with partial articulation

#### d. Subcommittee reports on prerequisites for USU courses

- i. No progress reported
- ii. Question that needs to be addressed is where the entry point will be set
  - a) Agreement that requirements for high school graduation should be met prior to taking a USU concurrent enrollment course
  - b) Link changes in prerequisites to the Regents Scholarship which is given to students who complete tougher high school curriculum
  - c) Request that the next meeting agenda include discussion on basing prerequisites on new scholarships offered to high school students

#### **IV. Other Business**

a. Discussion of commercial program started in Utah County called “Easiest Math Ever” which programs students’ calculators to help them get through math General Ed. requirements. It was using BYU as a vehicle but, detected by UVSC, it is now operating out of schools in Oklahoma and Kansas. Steve will get the details and the Registrar will check to see if students are transferring math credits in from these institutions.

b. CAO’s are currently discussing Weber State University’s offer of a Philosophy, Deductive Logic course that can be taken as an alternative to the General Ed. math requirement

- i. Weber is being allowed to try it and then bring back validated documentation that the course provides sufficient instruction to not require a math class. For the moment, WSU is telling its students that the course will not transfer as Gen Ed
- ii. The Regents’ General Education Task Force is asking for clarification about the testing that will be used, and whether the current law requiring all Utah institutions to accept the Gen Ed of all Utah institutions will create a loop hole that circumvents the state math policy.

c. Discussion of having the math ACT grandfathered. Agreement that there is no problem in doing so.

#### **Adjournment**

Meeting was adjourned at 9:05 am.

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

#### **D. Distance Education and Electronic Delivery Subcommittee**

The request from the Family, Consumer, and Human Development Department to offer an Online Bachelor of Science Degree in Family Life Studies was approved.

Scot Allgood made the motion that the Distance Education and Electronic Delivery Subcommittee be authorized to electronically poll its members regarding the new distance delivery of existing programs and courses during May, June, July and August 2007 and the Educational Policies Committee would electronically evaluate them and assuming that the Budget Faculty and Welfare Committee is willing do to the same they will be moved forward. Nancy Mesner seconded; motion carried.

Cliff Skousen moved to approve the business of the Distance Education and Electronic Delivery Subcommittee. Ed Reeve seconded; motion carried.

### **III. Other Business**

Palmira, NY has signed a new Memo of Understanding which was reviewed by Craig Simper. They have been moved to all online courses. USU courses will be listed on their website, not an official USU site, but list them as available to be taken.

The General Studies Degree has gone to Faculty Senate and the Board of Trustees. The Provost's Office had a concern about the ownership of this degree. It was decided that the students declare themselves affiliated with a college. The Associate Deans suggested that Steve Hanks meet with the advisors to discuss this program and if this ownership issue can be resolved, this proposal will be submitted to the Board of Regents.

After a lengthy discussion, Norm Jones moved to accept the recommendation of the College of Business to discontinue the Business Information Technology and Education and Marketing Education Degrees. Stan Allen seconded; motion carried.

Meeting adjourned at 4:15 p.m.  
Steve Hanks conducted the meeting.  
Cathy Gerber recorded the minutes.