

EDUCATIONAL POLICIES COMMITTEE AGENDA

4 October 2007

A meeting of the Educational Policies Committee will be held on 4 October 2007 at 3 p.m. in Old Main 136 (Champ Hall Conference Room).

I. Approval of the minutes of the 6 September 2007 meeting

II. Subcommittee Reports

A. Curriculum Subcommittee (Ed Reeve)

1. Course Approvals
2. Request from the Department of Psychology to change the name of the PhD specialization from “Research and Evaluation Methodology” to “Experimental and Applied Psychological Science”
3. Request from the College of Humanities, Arts, and Social Sciences to offer a Bachelor of Interior Design degree
4. Sharing approved EPC Course Curriculum Changes
5. In the September 6, 2007 Curriculum Subcommittee meeting, the subject of what needs to be submitted to the University Council on Teacher Education was discussed. Francine Johnson was contacted, and she suggested that the chairpersons from each of the college curriculum committees contact her if they have course approvals or programs involving a teacher education program, and then forward the paperwork to her office. After it has been approved by the CTE, it would then be forwarded to be put on the Curriculum Subcommittee agenda. She also recommended that courses required for the “major/minor content areas” not be required to be reviewed by CTE, since individual colleges are responsible to ensure that appropriate content coverage has occurred when they recommend their students to STEP. Courses that should be reviewed by CTE would be any courses within the colleges that focus upon pedagogy – e.g, content methods courses, classroom management, curriculum development and assessment, etc.
6. Information item only:

LAEP 3300 was approved to be deleted effective Fall 2007. The department still needs to use it for some students. They do want to phase it out. This course has been reactivated.

B. Academic Standards Subcommittee (Scot Allgood)

Academic Standards Subcommittee
Draft Minutes September 13, 2007

Attendance: Stephanie Hamblin, Chris Call, Scot Allgood, Pam Dupin-Bryant, John Mortensen, Kathryn Turner, David Goetze, Janis Winkler

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

March 2007 minutes were approved as written.

1. GPA issue. Page 39 of the online General Catalog under the GPA Hours and Quality Points, currently lists quality points being assigned to each letter grade earned, as follows: A 4.00, A- 3.67, B+ 3.33, etc. Discussion led by John Mortensen brought up that Banner calculates grade points to three decimals (has them listed to nine decimals) and has been doing so since we implemented Banner in 2005. Although there have been no complaints, John believes it would be in everyone's best interest if the catalog matched what has been taking place in practice. It was decided that in the future, the practice will be to equalize it manually. They will not go back and rework all previous transcripts.
2. Two related agenda items were discussed together. The first relates to semester conversion credits and the other deals with the 120-credit policy for graduation.

The problem of converting quarter hours to semester hours has raised some issues in Banner. An example is that a 6-quarter-hour class shows up in Banner as 4.02 credits. The following motion was made: The Registrar's Office will round to the nearest 1/3 semester credit, instead of rounding to the nearest 1/100 credit as Banner currently does. Motion passed unanimously.

Regarding the 120 credit hour problem, the motion was unanimous in reaffirming that 120 credits are needed for graduation.

3. The Incomplete Grade Policy (found on page 39 of the General Catalog) will be rewritten by John Mortensen, and it will be discussed next month.
4. The proposed changes to the Academic Probation Policy (found on page 40 of the General Catalog) will be rewritten by John Mortensen, and it will be discussed next month.
5. Provisional admissions are viewed as possibly not being in the student's best interest. John Mortensen proposed a plan that was agreeable to the committee and will be reviewed by other committees before being finalized next month. The problem is that provisionally admitted students are treated differently than other students in terms of academic probation and warning. The gist of the proposed plan is that students will sign a contract at admission, and there will be mandatory holds on their registration until there is evidence of satisfactory progress.

Chairman Scot Allgood adjourned the meeting at 4 p.m.

C. General Education Subcommittee (Norm Jones)

**General Education Subcommittee Meeting Minutes
September 4, 2007 - 8:30 a.m.
Champ Hall Conference Room**

Present: Norm Jones (Chair), Vince Lafferty, Richard Mueller, John Mortensen, Richard Cutler, Christie Fox, Charlie Huenemann, Jeff Smitten, Rob Barton, Tom Peterson, Wendy Holliday, Mark Brunson (sitting in for Nancy Mesner)

Absent: Ryan Dupont, Steven Hanks, Mary Leavitt, Nancy Mesner, Roland Squire, Gary Straquadine, Tyler Bowles, Stephanie Hamblin, Jagath Kaluarachchi, Shelly Lindauer, Richard Ratliff, Randy Simmons

I. Course Approvals

- a. CS 3410 – QI Approved
- b. CS 3430 – QI Approved
- c. USU 1360: Intelligent Life in the Universe – BPS No report – Sent back to Brigham City Campus
- d. ARTH 4610 – CI Returned – More information required
- e. ARTH 4620 – CI Returned – More information required
- f. ARTH 4630 – CI Returned – More information required
- g. ARTH 4510 – CI Returned – More information required
- h. ARTH 4710 – CI Returned – More information required
- i. MUSC 3660 – DHA Undergoing Revision
- j. PHIL 3700 – DHA Checking e-mail to see if they have received information
- k. PHIL 4610 – DHA Checking e-mail to see if they have received information

Motion was presented that CS 3410 and CS 3430 course designations be approved. The motion was seconded and carried unanimously.

II. Syllabus Approvals

- a. USU 1320: Civilization: Humanities (Charlie Huenemann) Approved
- b. USU 1320: Civilization: Humanities (Alan Blackstock) Approved
- c. USU 1320: Civilization: Humanities (Sarah Vause) Approved
- d. USU 1320: Civilization: Introduction to the Humanities of the Islamic World (Debra Baldwin) Approved
- e. USU 1320: Civilization: Humanities: Language & Identity (Karin de-Jonge-Kannan) Pending
- f. USU 1330: Civilization: Creative Arts (Nolan Salix) Pending
- g. USU 1350: Integrated Life Science (Kimberly Sweeting) Pending
- h. USU 1350: Integrated Life Science (Mark Ellis) Pending
- i. USU 1360: Integrated Physical Science (Charley Langley)

Not known at this time

A motion was presented to approve all USU 1320 syllabi, with the exception of Karin de-Jonge-Kannan's syllabus. The motion was seconded and carried unanimously.

III. International Baccalaureates by Christie Fox and John Mortensen

Christie Fox and John Mortensen proposed changes to USU's International Baccalaureate Organization Credit Allocation. There are three changes they wish to make:

1. Give credit for subsidiary exams.
2. Change amount of credit from 8 to 6.
3. Allow credit for a lower score of 4.

John Mortensen will send an updated and reformatted proposal to members of the General Education Subcommittee and also to the associate deans.

This proposal will be carried over to October.

IV. Articulation of General Education Designations by Norm Jones

- a. There have been problems with USU departments articulating courses that carry General Education designations, giving transfer students credit in General Education areas for courses that may not meet the USU requirements. In addition, some departments have articulated their upper-division courses with lower-division courses elsewhere.
- b. John Mortensen will run a report on the General Education articulation, and see if the problem can be fixed between USU and the other campuses.

V. Membership of the General Education Subcommittee

- a. John Mortensen suggested that only one ex-officio member from the Registrar's Office needs to be present. If John can't be present, then Roland Squire will attend.
- b. All current members agreed to serve for another year.
- c. A motion was presented that Norm Jones continue to be the chair for another year. The motion was seconded and carried unanimously.

VI. Other Business

- a. Freshman enrollment increased by 6 to 7% over the last year. AAA lists the new freshman enrollment as 3,000, and the Admissions Office lists it as 2,750 students. The Provost's Office has successfully worked with Norm to find seats for these new students in General Education classes.
- b. Increase of section sizes that are causing shortages of good classrooms and flexibility for faculty and students.

Adjournment

Meeting adjourned at 9:25 a.m.

Minutes submitted by: Amy Cook, 797-1840

III. Other Business

Election of vice chair for EPC