

EDUCATIONAL POLICIES COMMITTEE MINUTES
7 September 2006

A meeting of the Educational Policies Committee was held on 7 September 2006 at 3 p.m. in Old Main 323L.

Present:

- Steven Hanks, Chair
- Richard Mueller, Curriculum Subcommittee Chair
- Scot Allgood, Academic Standards Subcommittee Chair and
Education and Human Services
- Norm Jones, General Education Subcommittee Chair and HASS
- Bob Heal, Distance Education and Electronic Delivery
Subcommittee Chair
- Stan Allen, Agriculture
- David Olsen, Business
- Ed Reeve, Engineering
- Nancy Mesner, Natural Resources
- Richard Cutler, Science
- Jennifer Duncan, Libraries
- Ronda Menlove, Regional Campuses and Distance Education
- Noah Riley, ASUSU President
- Michelle Lundberg, ASUSU Academic Vice President
- Maure Smith, Graduate Studies VP
- Cathy Gerber, Registrar's Office
- Roland Squire, Registrar's Office

Visitor:

- Krystin Deschamps, Registrar's Office
- Jeff Sorensen, Admissions
- Gary Straquadine, Agriculture
- John Mortensen, Registrar's Office and General Catalog

I. Minutes of the 6 April 2006 meeting

Stan Allen moved to approve the minutes of the 6 April 2006 meeting. Scot Allgood seconded; motion carried.

II. Subcommittee Reports

A. Curriculum Subcommittee

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

The request from the Plants, Soils, and Biometeorology Department to change the department name to Plants, Soils, and Climate Department was approved.

The request from the Animal, Dairy and Veterinary Sciences Department to consolidate the three existing bachelor's degrees in the Animal, Dairy and Veterinary Sciences Department into a single bachelor's degree with four emphases was approved.

The request from the College of Education and Human Services to correct course restrictions, effective Fall 2006 was approved.

The request to approve the allowance of departments, on particular sections of courses, to put in special approval codes to control the registration of those sections was approved. Departments will not need to use zero capacity for this function.

The EPC schedule for 2006-2007 is as follows:

EPC Schedule 2006 - 2007

Agenda Items Due	EPC & Curriculum Meetings
August 24, 2006	September 7, 2006
September 21, 2006	October 5, 2006
October 19, 2006	November 2, 2006
November 16, 2006	December 7, 2006
December 14, 2006	January 11, 2007
January 18, 2007	February 1, 2007
February 15, 2007	March 1, 2007
March 22, 2007	April 5, 2007

The request to approve the change of ENGL 1010 and 2010 prerequisites to CL1 and CL2 was approved.

The discussion on grades being submitted as letter grades unless course is approved for P/F grading will be discussed at the October 5, 2006 meeting.

Ronda Menlove will submit a revised version of the distance delivery of degree programs at the October 5, 2006 meeting.

Richard Mueller will be editing the Curriculum Subcommittee Handbook. Richard will submit this to Cathy Gerber to put on the Curriculum Subcommittee website.

Update on the following programs:

The temporary suspension of enrollment for the Business Information Technology and Education (BITE) and Marketing Education (MKED) programs is effective until October 1, 2006, pending a report on a degree plan between the College of Business and the College of Education and

Human Services. A recommendation that the budget issue be brought before the provost and/or Budget Faculty and Welfare committee, to see if there is a way of providing additional resources to make the program work, was approved.

Richard Cutler moved to extend the temporary suspension of enrollment for the Business Information Technology and Education (BITE) and Marketing Education (ME) programs to November 15, 2006. David Olsen seconded; motion carried.

Richard Mueller asked for suggestions on the membership for the Curriculum Subcommittee. This will be discussed at the October 5, 2006 meeting.

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

B. Academic Standards Subcommittee

The Academic Standards Subcommittee (ASC) met on April 11, 2006. The following actions were taken at this meeting:

Uniform policy for appealing grades

Spencer Watts, ASUSU representative on the ASC, and Dallin Phillips, VP for Student Services-Campus Judicial Officer, presented the updated draft of the proposed revision of the Honor Code with procedures, rules, and regulations for dealing with academic dishonesty and appeals of sanctions incorporating the suggestions made by the ASC. It was suggested that Dallin Phillips meet with department heads, faculty, and the EPC to discuss this revised policy before it is submitted for formal approval.

Policy on complete withdrawal after completion of 75% of term

Krystin Deschamps reviewed the process by which students can withdraw completely one semester and return to USU the following semester. She indicated that a student in good standing can be granted a leave of absence, but need to speak to an advisor first. John Mortensen felt that students need to contact their advisor before being allowed to withdraw completely near the end of the term. Further consideration of the policy on complete withdrawal was postponed until the first Fall 2006 ASC meeting.

Retroactive adjustment of academic standing in Banner

Krystin Deschamps distributed examples of the way Banner does not allow a change in academic standing for a completed term even when a student has retaken a class and received a higher grade.

A motion was adopted that in no case should a transcript indicate good standing if the student's original cumulative GPA for a term was below 2.0. A second motion was adopted recommending that whenever an I grade was replaced by an F, it should be reflected in the student's GPA.

Articulation of course credit more than seven years old

John Mortensen raised a question of how course credit that is more than seven years old should be handled for purposes of articulation. He offered the following possible alternatives: 1) articulate the courses to current ones with the same course number; 2) treat the courses as elective credit; or 3) have the courses evaluated by the relevant academic department. It was felt that the preferable option would be to leave the decision up to the relevant department.

Special thanks was extended to the members of the ASC who will be leaving the subcommittee at the end of the current academic year for their contributions (Heidi Beck, Jeffrey Walters, and Spencer Watts). Michelle Lundberg was introduced as the ASUSU representative on the ASC for 2006-7.

Report submitted by:

Scot Allgood
Chair, Academic Standards Subcommittee

Richard Mueller moved to approve the business of the Academic Standards Subcommittee. Stan Allen seconded; motion carried.

C. General Education Subcommittee

Nancy Mesner replaced Mark Brunson as a General Education Subcommittee member.
No report

D. Distance Education and Electronic Delivery Subcommittee

Bob Heal is the new chair of the Distance Education and Electronic Delivery Subcommittee.
No report

III. Other Items of Business

The requirements, goals, and objectives required for a syllabus will be an item on the agenda for the Academic Standards Subcommittee.

The composition of EPC will be discussed at the October 5, 2006 meeting. The Subcommittees will look into their membership and report to EPC.

Richard Cutler was appointed the vice chair of EPC.

Ronda Menlove will submit a revised version of the distance delivery of degree programs at the October 5, 2006 meeting.

Meeting adjourned at 4:00 p.m.
Steve Hanks conducted the meeting.
Cathy Gerber recorded the minutes.