

DEANS' COUNCIL MINUTES

January 9, 2017 – 1:00pm – Charles Hunter Room, HCC

Present: Jason Ramirez, Matt Zufelt, Christian Reiner, Julia Anderson, John Taylor, Lynn Vartan (guest), Brandon Street (guest), Carl Templin, Karl Stevens (guest), Robert Eves, Richard Saunders, John Allred, Ann Marie Allen (guest), Patrick Clarke, Mark Atkinson, James Sage, Shauna Mendini, Johnny MacLean, Bruce Tebbs, Elise Leahy (proxy for Jim McDonald), John Meisner (proxy for Shawn Christiansen), Bruce Howard, Aimee Uchman

Excused: Stephen Allen, Jim McDonald, Shawn Christiansen, James Drury

I. Review of Minutes

Richard Saunders motioned to approve the minutes from the December 5th Deans Council Meeting. Carl Templin seconded the motion. APPROVED.

Welcomed Guests

II. Visitors/Guests- Information & Discussion Items

Campus-wide Title IX Training: January 26, 2017 (Ann Marie Allen)

Ann Marie Allen reminded the Council that Janet Judge will present training on Title IX on January 26 at noon in the Great Hall. She will send out a campus-wide email reminder. If there is not enough space in the Great Hall to accommodate everyone for the first training, a second training may be provided.

Festival of Excellence Speaker/Eccles Visiting Scholar: Mary Helen Immordino (Lynn Vartan) **ACTION ITEM**

Provost Cook welcomed Dr. Lynn Vartan, the new Faculty Director of Convocations. Lynn distributed a handout about Mary Helen Immordino-Yang, the keynote speaker for the Festival of Excellence opening gala. Lynn proposed that Mary also be considered as an Eccles Visiting Scholar. Mary is available to be on campus multiple days, and beyond presenting the keynote, will present as session at the Festival, a meet and greet, and will have meals/discussions with students. Approving her as an Eccles Visiting Scholar would allow us to use some of those funds to cover the cost of her visit, and would allow her to do more on campus while she is here.

Robert Eves motioned that Mary Helen Immordino-Yang be approved as an Eccles Visiting Scholar. Shauna Mendini seconded the motion. APPROVED.

Graduation Questionnaire Results for 2015-16 Graduates (Brandon Street)

Brandon Street showed the Council how to navigate to the survey results for 2015-16 Graduate via the mySUU Portal. Instructions were also posted to Canvas. He reported that response rates are at nearly 99%. The survey results are viewable by all faculty and staff. The survey is done at the end of each semester. The tab "Postgraduation Status by Unit" has dropdown filters that allow viewers to narrow information by degree obtained, college/school, department, and major. Brandon requested that Council members remind their faculty to check this information regularly. Brandon will send an email out to the administrative assistants for each college/school, asking them to remind faculty that this information is available. Christian Reiner volunteered to visit departments and show them how to access this information.

Brandon informed the Council that there will be a Teacher Interview Fair on February 1, starting at 2pm in the Ballroom. 18 district/charter schools will be represented at this event. Graduating students or alumni interested in teaching in the K-12 system can sign up for interviews and bypass the application process.

The State Authorization and Reciprocity Act (SARA) & US Dept of Education final ruling for State Authorization of Postsecondary Distance Education (Karl Stevens)

Karl Stevens directed the Council's attention to documents posted to Canvas, including a summary of recent changes to the State Authorization of Postsecondary Distance Education Regulation, which impacts Title IV Federal Student Aid. SUU is part of the National Council for State Authorization Reciprocity Agreements (SARA), a coalition that establishes state-level reciprocity process for distance-education courses and programs. The State Authorization of Postsecondary Distance Education regulation dictates authorization requirements for institutions to participate in Federal Student Aid program, and spells out state and federal oversight of colleges operating in foreign locations worldwide. Changes to the regulation will require all higher education institutions to be authorized in the state in which they enroll students. Institutions must now also:

- Provide documentation of student complaints.
- Make public adverse actions against the school, refund policies, and if we meet state licensure requirements.
- Explain the consequences of moving to another state when the school is not authorized, which could mean loss of eligibility for student aid.
- For foreign branch campuses, be authorized by the foreign governments agencies approved accrediting agency.

Karl will continue to monitor any further concerns that may come as a result of changes to this regulation.

Introduction of Summer Semester Coordinator & Summer School SUU Student Survey (Amanda Utzman)

Mark Atkinson introduced Amanda Utzman, the new Summer Semester Coordinator. Amanda was formerly a graduate coordinator for the USC social work program. Amanda reported that last summer SUU had 10% growth, and was one of the top in the USHE system for summer enrollment, with a headcount of 4072 students. A survey about summer school will be made available to students, asking them about the things that affect their attendance, such as cost, resources, and methods of course delivery. SUU has room for growth in both online and campus classes for summer semester. Councilmembers said that potential set-back for summer semester could include whether faculty want to teach during the summer, the availability of scholarships and financial aid for summer semester for less than full time students, putting together a full 12-hour schedule for students that need to be full time to maintain scholarships.

Provost Cook asked Mark Atkinson and Amanda Utzman to meet with Bruce Tebbs, Kevin Stein, Bruce Howard, Eric Kirby, a member of Advising, and anyone else who is involved in summer semester to put together a Summer Strategy, to be presented to Presidents Council before the end of the academic year.

III. Reports

Provost

The Board of Trustees will meet on Friday, January 13th. Items up for approval include the AA/AS degree in Legal Studies, Course Fee Changes, revisions to the SUUSA Constitution, and Sabbaticals.

90 new international students arrived at SUU the week of January 9th. Brad thanked those who attended the dinner for international students. SUU will have 50 new students from China for fall semester.

At the next Dean's meeting, an Online Revenue Sharing model will be discussed. Brad thanked Mark Atkinson for putting the model proposal together. The model's aim to support programs that are participating in online graduate education, with the goal of resources going back to each Dean's office to help relieve pressure on some of their programs.

Brad distributed an email encouraging the Dean’s to attend a conference taking place May 24-26 in Chicago, “Bringing Theory to Practice National Conference: The Whole Student - Intersectionality and Well-Being.” If assistance with expenses is needed, please speak with him during 1-on-1 meetings.

A half-day retreat will take place in February for the Dean’s to continue crafting the academic portion of the strategic plan. Toni Sage, in her new role as Interim Coordinator for Institutional Effectiveness, will play a significant role in helping put the plan together. (Update: the retreat will take place on Tuesday, February 21 from 1-4 pm in the Traditions Room in the basement of the President’s residence.)

Faculty Reassignment Survey Forms

Brad asked the Dean’s to review the draft faculty reassignment forms posted to canvas and send any edits to him.

This item will be placed on the agenda for the Dean’s Council (Large Group) Meeting.

Associate Provost

Programs Under Development/Consideration (update: January 2017)

James Sage directed the Council’s attention to the document posted in canvas (pasted below) and requested that any edits be sent directly to him.

**Programs Under Development or Consideration
Southern Utah University
Spring 2017
(last updated: January 9, 2017)**

Program Name	Degree Type	Current Status	Projected for Regents’ Agenda
Sports Communication	Certificate	Planning phase Fall 2015. R401 approved on campus Spring 2016. In process (OCHE).	Spring 2017
Athletic Training	MS	Planning phase Fall 2016. Preparation of R401 late Fall 2016.	Spring 2017
Interdisciplinary Studies	MS	Planning phase Fall 2016. Preparation of R401 late Fall 2016.	Spring 2017
AA/AS in Legal Studies	AA/AS	Planning phase Fall 2016. Preparation of R401 late Fall 2016.	Spring 2017
Global Studies	Minor	Planning phase Spring/Summer 2016. R401 development Fall 2016.	Spring 2017
Mechanical Engineering	BSE	Planning Spring 2017. Preparation of R401 Summer 2017	Fall 2017
Hospitality Management	BA/BS	Discussion phase Fall 2016. Preparation of R401 Summer 2017.	Fall 2017
Sports Management	BA/BS	Discussion phase Summer 2017. Preparation of R401 Summer 2017.	Fall 2017
Rural Health Nursing	MS	Planning phase Spring 2017. Preparation of R401 Summer 2017.	Fall 2017
Dance	BFA	Discussion phase Fall 2017. Preparation of R401 Spring 2018.	Spring 2018
Innovation & Creativity	Minor	Discussion phase Fall 2017. Preparation of R401 Spring 2018.	Summer 2018
Aviation	BS	Planning Fall 2017 / Spring 2018. Preparation of R401 in Summer 2018.	Fall 2018

General Education

The GE Committee continues to follow up on the fall curriculum review process. This spring 30 humanities general education courses will be reviewed.

Catalog

James sent out Word documents for catalog text information. Changes are due back to him by February 24. The new catalog will be launched by the end of March. Deans should review all entries for accuracy before they are returned to James.

IDEA Surveys Update (Bruce Tebbs)

Bruce provided a brief update about the status of IDEA surveys. Bruce called IDEA to find out when the final date for migration to online-only surveys would be, and was told that IDEA hopes to transition all clients by 2018. Bruce asked the Deans to remind Faculty that there will be a transition period between paper and online only surveys. The online response rate for fall was around 47%. IDEA's website has a best practices website to help encourage better response rates. Bruce reminded the Deans that they and their executive/administrative assistants have access to the information online, and can log on multiple times during the survey period to see response rates.

Overloads and Coding of Courses

Bruce asked the council to make sure that courses are coded correctly. Bruce ran a report for all lecture courses with ten or less student enrolled, and found more than 300. Student teaching, internships, capstones, and project-based courses should not be coded as Lecture. John Allred will send a report out to colleges/schools with a list of courses and how they are coded. James Sage said that, for the purposes of curriculum approval, if colleges/schools want to make corrections to the way the courses are coded, they can submit a memo to be applied to a batch of courses, indicating the current coding of the course and what the coding needs to be changed to.

Director of IR & Assessment

Update on Program Assessment Reporting Statistics (Christian Reiner, James Sage)

James reported that we are approaching 100% compliance for program assessment reporting. Christian is reaching out to and coaching department chairs that need to update information

General Education

Changes to how Canvas Shells are generated to Include ELOs (John Taylor)

In an effort to make including ELOs in Canvas as easy as possible, a shell has been generated in Canvas that includes all existing ELO's. Beginning in summer, new course shells will be pre-populated with ELOs, which can be accessed by clicking on "outcomes." The new shell will also feature sample assignments that link to ELOs. If faculty want to use these, they must 'publish' them in the shell. If Faculty don't want to use information, they can delete the information or choose not to publish it.

Student Success (Jason Ramirez)

Jason informed the Council that he is willing to be a point of contact for students with extended absences from school. Policy doesn't currently map out how faculty should deal with extended absences by students. Jason will reach out to Faculty senate about this, to find out if Faculty would prefer to handle this situation without the intervention of Student Affairs.

Faculty Senate (Bruce Howard)

Faculty Senate has assembled a first draft of revisions to Policy 6.1. Senate would like to revisit the draft to ensure that the overarching philosophy of the policy fits with the new mission and visions of SUU. Senate hopes to vote on the draft in late February or early March.

V. Information/Discussion Items

EDGE External Review Report (Patrick Clarke)

Patrick distributed copies of a summary of results from the EDGE program external review. The review was conducted in October 2016 and included three external reviewers Strengths indicated by the review included staffing, curriculum, and executive support. Opportunities and recommendations included increasing buy-in from faculty, providing additional tracks for student projects, and formalizing

assessment for EDGE. Provost Cook explained that in terms of our Strategic Plan, EDGE is one of the ways we are fulfilling our mission and core theme. EDGE will be profiled as part of the mid-cycle accreditation review.

Sterling Scholars of Central Utah: Judges Needed (Aimee Uchman)

Sterling Scholars of Central Utah will take place on March 21st in Richfield. Fifteen (15) judges are needed from SUU. The Provost's office will cover the cost of motor pool vans. Aimee requested that the Dean's share this information with their college/schools, and forward names for potential judges to her. Further information was posted to canvas.

Board of Trustees Award of Excellence Nominations- Apps due 2/17 by 5pm (Aimee Uchman)

Aimee reminded the Council that Board of Trustees Award of Excellence Nominations are due by February 17th. Faculty applications can be submitted to either Aimee or Brad. Staff applications should be submitted to Jennifer Oberhelman.

VI. Reports (2 minutes per report)

Julia Anderson: SPARC has submitted a Strategic Workforce Initiative Grant, in collaboration with Snow College, SWATC, and Dixie Tech. Funds from the grant would be used to map out pathways showing students career possibilities in engineering and technology.

John Taylor: The Regents GE task force authorized the creation of a new sub-working group for directors of teaching centers. Directors from all USHE campuses will be able to get together and share ideas. James Sage asked John if there has been any word from the Commissioner's office about how course levels will be defined. John hopes to have more information about the Regents meeting on 1/20/17.

Carl Templin: Every Tuesday at 11:30 a.m. the School of Business hosts the Entrepreneur Speaker Series. Students can register for this course to receive credit, but do not have to register for the course to attend the series.

Richard Saunders: Julia Anderson, Karl Stevens, and Richard are working on a revision of the Intellectual Property Policy.

Julia Anderson: SUU's Conflict of Interest policy needs to be updated to be in compliance with NSF and NIH standards. James recommended that Ann Marie Allen or Mike Carter be involved in the editing process.

John Allred: The Registrar's office is only missing 68 grades. John thanked the deans and faculty for submitting their fall semester grades in a timely manner.

*Carl Templin motioned for an Executive Session. The motion was seconded by Patrick Clarke, and **APPROVED.***

Meeting was adjourned at 4:17 pm.

UNDERGRADUATE CURRICULUM COMMITTEE MEETING

February 2, 2017

3:00 pm, OM 106

MINUTES

Present: Kholoud Al-Qubbaj, David Berri, Nathan Barker, Jeb Branin, D’Mia Lamar, Brian Ludlow, David Phillips, James Sage, Andrea Stiefvater (guest), and Bonny Rayburn.

CONSENT ITEMS

COSE

Prefix	Course Title	Credits	Change Requested	Implementation Date	Notes/Action
BIOL 3250	Histology		Course Descriptions	Fall 2017	Some concerns about phrasing of course description (ok). Approved Unanimously
MATH 1010	Intermediate Algebra		Prerequisites – Change to One of the following within the last two years: B- or better in MATH 0970 or 0990; Math ACT of at least 18; adequate math placement score.	Fall 2017	Approved Unanimously
MATH 1100	Applied Calculus		Prerequisites – Change to One of the following within the last two years: C or better in MATH 1050; Math ACT of at least 26; adequate math placement score.	Fall 2017	Approved Unanimously
MATH 1210	Calculus I		Prerequisites – Change to One of the following within the last two years: C or better in both MATH 1050 and MATH 1060 or a pre-college background of at least two and one-half years of algebra, one year of geometry and one-half year of trigonometry.	Fall 2017	Approved Unanimously

MATH 4900	Methods of Teaching Secondary School Math		Prerequisites – Change to A C or better in the following Courses: MATH 1210 and either MATH 1040 or MATH 3700	Fall 2017	From December 2016 meeting; PECC signature obtained. Approved Unanimously
NFS 1240	Culinary Arts		Title – Change to Introduction to Food Preparation Course Descriptions	Fall 2017	Change to course description was approved in October 2016 for the upcoming 2017-2018. Now, besides a change to course title, the course description is being changed again. Approved Unanimously
NFS 1245	Culinary Arts Lab		Title – Change to Introduction to Food Preparation Lab Course Descriptions	Fall 2017	Change to course description was approved in October 2016 for the upcoming 2017-2018. Now, besides a change to course title, the course description is being changed again. Approved Unanimously
NFS 2020	Nutrition in the Life Cycle		Course Descriptions	Fall 2017	Approved Unanimously
NFS 4200	Food Science		Course Descriptions	Fall 2017	Change to course description was approved in October 2016 for the upcoming 2017-2018. Now, the course description is being changed again. Approved Unanimously
NFS 4205	Food Science Lab		Course Descriptions	Fall 2017	Change to course description was approved in October 2016 for the upcoming 2017-2018. Now, the course description is being changed again. Approved Unanimously
TECH 4900	Special Topics		Enrollment Considerations – Include Instructor Approval Course Repeatability – increase to 9 credits	Fall 2017	Approved Unanimously

COEHD

Prefix	Course Title	Credits	Change Requested	Implementation Date	Notes/Action
EESL 4310	Understanding Language Acquisition and Cognition		Prerequisites – Admitted to Teacher Education Course Sequencing – Change to Fall Annually and Spring Annually	Fall 2017	Approved Unanimously
EESL 4320	Assessing ESL Learners		Prerequisites – Admitted to Teacher Education, Completion of EESL 4310 with B- or higher. Course Sequencing – Change to Spring Annually	Fall 2017	Approved Unanimously
EESL 4330	Teaching ESL Learners		Prerequisites – Admitted to Teacher Education, Completion of EESL 4310 with B- or higher.	Fall 2017	Approved Unanimously
EESL 4340	Integrating Language Acquisitions & Content Instruction		Prerequisites – Change to Admitted to Teacher Education and Completion of EESL 4310 with B- or higher Course Sequencing – Change to Fall Annually	Fall 2017	Approved Unanimously
EESL 4350	Involving Parents, Family & Community in ESL Education		Prerequisites – Change to Admitted to Teacher Education Course Sequencing – Change to Fall Annually and Spring Annually	Fall 2017	Approved Unanimously

HSS

Prefix	Course Title	Credits	Change Requested	Implementation Date	Notes/Action
PLGL 1100	Introduction to Law		Title & Prefix – Change to LEGL 1100 Course Sequencing – Change to Fall annually and Spring Annually	Fall 2017	Approved Unanimously
PLGL 1200	Legal Ethics and Professionalism		Title & Prefix – Change to LEGL 1200	Fall 2017	Approved Unanimously

PLGL 1400	Legal Interviewing, Investigation, Case Prep		Title & Prefix – Change to LEGL 1400 Course Sequencing – Change to Spring Annually	Fall 2017	Approved Unanimously
PLGL 1500	Family Law		Title & Prefix – Change to LEGL 1500	Fall 2017	Approved Unanimously
PLGL 1600	Criminal Law and Procedure		Title & Prefix – Change to LEGL 1600	Fall 2017	Approved Unanimously
PLGL 1700	Torts		Title & Prefix – Change to LEGL 1700 Course Sequencing – Change to Fall Annually	Fall 2017	Approved Unanimously
PLGL 1900	Civil Procedure		Title & Prefix – Change to LEGL 1900	Fall 2017	Approved Unanimously
PLGL 2000	Legal Research & Writing		Title & Prefix – Change to LEGL 2000 Prerequisites – Change to Recommended: LEGL 1100 Course Sequencing – Change to Spring Annually	Fall 2017	Approved Unanimously
PLGL 2100	Estate Planning and Probate Law		Title & Prefix – Change to LEGL 2100 Prerequisites – Change to Recommended: LEGL 1100 Course Sequencing – Change to As Needed	Fall 2017	Approved Unanimously
PLGL 2400	Real Estate & Property Law		Title & Prefix – Change to LEGL 2400 Prerequisites – Change to Recommended: LEGL 1100 Course Sequencing – Change to As Needed	Fall 2017	Approved Unanimously
PLGL 2600	Business & Corporate Law		Title & Prefix – Change to LEGL 2600 Prerequisites – Change to Recommended: LEGL 1100 Course Sequencing – Change to As Needed	Fall 2017	Approved Unanimously
PLGL 2800	Law Office Management		Delete	Fall 2017	Approved Unanimously
PLGL 2890	Internship		Title & Prefix – Change to LEGL 2890	Fall 2017	Approved Unanimously

PLGL 2900	Administrative Law		Title & Prefix – Change to LEGL 2900 Course Sequencing – Change to As Needed	Fall 2017	Approved Unanimously
PLGL 2950	Capstone in Paralegal Studies		Delete	Fall 2017	Approved Unanimously

PVA

Prefix	Course Title	Credits	Change Requested	Implementation Date	Notes/Action
DANC 2010	Sound for Dance		Delete	Summer 2017	LATE ARRIVAL Approved Unanimously

Provost

Prefix	Course Title	Credits	Change Requested	Implementation Date	Notes/Action
ESL 0949	ESL Experiential Learning		Title & Prefix – Change to IEP 1149 Intensive English Experiential Learning Prerequisites – Change to Graduation from SUU Intensive English Program or permission of department Course Description	Spring 2017	Note: Additional changes are proposed to other ESL courses – see Memo and Spreadsheet of proposed changes (below in Discussion/Action Items) Approved Unanimously
PILT 1115	RW Private Simulator Lab		Delete	Spring 2017	Approved Unanimously

SIEL

Prefix	Course Title	Credits	Change Requested	Implementation Date	Notes/Action
UNIV 1020	Strategies for Success		Title and Prefix – Change to BIS 2000 Foundations of Interdisciplinary Studies Prerequisites – Sophomore or	Fall 2017	Enrollment consideration should indicate that Sophomore standing is required (to match with prerequisite change).

			instructor permission		Letter of justification is missing (referred to on form). Please provide. Will UNIV 1020 be deleted? Please clarify. NO Approved Unanimously
UNIV 4010	Interdisciplinary Research Methods		Prefix/Number – Change to “ BIS 3000 or instructor permission ” Title – Change to “ Interdisciplinary Research Methods ” Prerequisites – BIS 2000	Fall 2017	Proposed new course title is “ BIS 3000 or instructor permission ” but that is an inappropriate course title. Please clarify. Letter of justification is missing (referred to on form). Please provide (ok). Will UNIV 4010 be deleted? Please clarify. YES Approved Unanimously
UNIV 4020	Interdisciplinary Capstone and Portfolio		Title and Prefix – Change to BIS 4000 Prerequisites – BIS 3000 or Instructor Permission	Fall 2017	Letter of justification is missing (referred to on form). Please provide (ok). Will UNIV 4010 be deleted? Please clarify. YES Approved Unanimously
UNIV 4010			DELETE COURSE		Approved Unanimously
UNIV 4020			DELETE COURSE		Approved Unanimously

SUBSTANTIVE ITEMS

COSE

Prefix	Course Title	Credits	Change Requested		Notes/Action
TECH 4833	Readings and Conferences	3	Course Number – Change to TECH 4830 Change Credits to 1-3 Repeatable – Yes Enrollment Consideration – Include Instructor Approval	Fall 2017	Old form. Some concern about TECH 4830 already existing (at least in Banner) (ok). Approved Unanimously

COEHD

Prefix	Course Title	Credits	Change Requested		Notes/Action
ORPT 2040	Americans in the Outdoors	2	Credit Hours – Change to 3 Credit Hours Should contact hours also be changed from 3 to 4? (listed as Lecture/Lab)	Fall 2017	Note: course is being proposed as a new GE Humanities course (separate approval process via GE Committee). Approved Unanimously

HSS

Prefix	Course Title	Credits	Change Requested		Notes/Action
HIST 2200	Sport in Ancient Greece and Rome	3	New Course	Fall 2018	Ask if department would be okay with adding the course to the 2017-2018 Catalog. Approved Unanimously
POLS 3000	Research Methods in Political Science		Course Level – Change to POLS 2000	Fall 2017	Approved Unanimously
SOC 3100	Demography	3	New Course <i>Course number unavailable in Banner; need to pick a new number. SOC 3140</i>	Fall 2017	Learning outcomes on form do not match learning outcomes on sample syllabus; without any prerequisites, why not propose this as a 2000-level course? Approved Unanimously

SIEL

Prefix	Course Title	Credits	Change Requested		Notes/Action
CONV 2010	Passport to SUU	1	New Course	Fall 2017	Contact hours missing. Course can be repeated up to 8 credits (is this worrisome for a 2000-level, pass/fail course?) Concerns regarding the term "Passport" Concerns regarding the syllabus (100% online? Office hours; other inconsistencies). Approved Unanimously
INTG 1000	Integrated Workflow Solutions	4	New Course	Fall 2017	Note: this course is being developed for use within the Jumpstart General Education program. This course is being proposed as a new GE Integrated Learning course (separate approval process via GE Committee). Not Approved.

Provost

Prefix	Course Title	Credits	Change Requested		Notes/Action
PILT 2230	FW Commercial Phase II ASEL Lab	1	New Course	Spring 2017	Omitted from December 2016 agenda; approved by Provost in December. Approved Unanimously

DEGREE/PROGRAM ITEMS

COSE

Degree/Program	Change Requested		Notes/Action
B.S. Human Nutrition/Allied Health	Changes being made to give students in Human Nutrition/Allied Health the option of adding courses in applied foods curriculum to their degree program.	Fall 2017	Approved Unanimously
B.S. Human Nutrition/Pre-Dietetics	Change is being made to bring it into conformity with SUU policy requiring that all major courses be shown in the degree.	Fall 2017	Approved Unanimously
Mathematics – Emphasis in Pure Math Minor	The Department of Mathematics has decided that the differential equation content in MATH 2250 is sufficient for the minor. Allowing either MATH 2250 or MATH 2280 will make it easier for Engineering students to fulfill the requirements of the minor.	Fall 2017	Approved Unanimously
CAD/CAM Technology, AAS	See memo	Fall 2017	<p>Catalog mark-up is unclear in places (strike-through text is not displayed but it is noted in the margin).</p> <p>Total credit count has changed from 64 to 67-68. However, the number of “Other Electives” (6-7 credits) has not changed. Are these “Other Electives” a fixed amount, or could these be reduced to 3-4 credits and therefore preserve the total credits at 64? Follow-up required.</p> <p>Approved Unanimously</p>
CAD/CAM Technology Minor	See memo	Fall 2017	<p>This minor is only 15 credits? Catalog states minimum of 16 credits.</p>

			Approved Unanimously
Electronics Emphasis, AAS	See memo	Fall 2017	Approved Unanimously

COEHD

Degree/Program	Change Requested		Notes/Action
FLHD: Family Services Minor (Both BA & BS)	Drop: FLHD 3360 – Divorce and Remarriage Add: FLHD 3100 – Foundations of School Counseling and FLHD 4300 – Human Sexuality as elective choices. These changes align with standards set by the National Council on Family Relations. The divorce content will be integrated into existing courses.	Fall 2017	Approved Unanimously
FLHD: Early Childhood Development minor	Drop: FLHD 2610 and FLHD 2611 - Introduction to Early Childhood Programs and FLHD 3900 – Early Childhood Curriculum and Assessment from the requirements section of the minor. This reduces this section from 18 to 12 credits. FLHD 3800 – Child Care Administration and Management is being dropped from the elective section of the minor. The changes noted above will reduce the minor from 24 to 18 credits.	Fall 2017	Credits count for GE & major? Wording in catalog outdated. Approved Unanimously
Early Childhood Education, AAS	Courses to be dropped from degree: FLHD 2610 - Introduction to Early Childhood Programs FLHD 2611 - Guidance Lab FLHD 3800 - Child Care Administration & Management FLHD 3900 - Early Childhood Curriculum and Assessment COMM 2110 will replace HU 1010 as a recommended GE class because it is an important skill in working with parents and professionals. FLHD 2400, FLHD 2700, and FLHD 4200 will move from ECD elective courses to core requirements. FLHD 4880 and FLHD 4890 will move into the Practicum/Internship section. ECED 3930, NFS 2140, PE 1543, and SPED 3030 will	Fall 2017	Proposed name change to: <i>Child and Family Services, AAS</i> (will require abbreviated R401 because this degree is listed with the Commissioner’s Office) Also, this AAS degree is being proposed to include 2 “ <i>emphases</i> ” which will also require approval from the Commissioner’s Office. (Note: AAS degrees don’t normally have “ <i>emphases</i> ” but they can have “ <i>specialties</i> ” or “ <i>tracks</i> ”) (follow-up is

	<p>move from core requirements to the ECD emphasis section. FLHD 3300 will be dropped from the ECD emphasis.</p> <p>Existing courses to be added to the ECD emphasis: ECED 3920 - Foundations in Early Childhood Education ECED 3950 - Integrated Curriculum & Assessment PreK-3 ECED 3920 – Foundations in Early Childhood Education and ECED 3950 – Integrated Curriculum & Assessment are being added to mirror changes in our B.A. and B.S. Early Childhood Development degree. Existing courses to be added to the Family Services emphasis: FLHD 3100 - Foundations of School Counseling FLHD 3300 – Family Processes and Theory FLHD 3350 - Values & Ethics in Family Services FLHD 3370 - Cross-Cultural Marriage, Family & human Development FLHD 4100 - Family Problems and Mediation PE 1543 – Advanced First Aid-Emergency Care</p>		<p>happening).</p> <p>All other changes appear to be in order.</p> <p>Expect R401 in April Approved Unanimously</p>
Early Childhood Development (BA/BS)	Add: ECED 3920 – Foundations in Early Childhood Education and ECED 3950 – Integrated Curriculum & Assessment.	Fall 2017	Approved Unanimously
Family Services BA/BS	Drop: FLHD 3360 – Divorce and Remarriage from the Family Services Required Course section. Add: FLHD 3100 – Foundations of School Counseling and FLHD 4300 – Human Sexuality. The divorce content will be integrated into existing courses.	Fall 2017	Credit count for BS degree (“Family Services Required Courses”) is incorrect. The change should be from 12 to 15 credits (not 19 credits as indicated on the Catalog mark-up). Approved Unanimously

HSS

Degree/Program	Change Requested		Notes/Action
AAS Paralegal/Legal Assistant	The Department of Political Science and Criminal Justice is proposing changes to the Associate of Applied Science in Paralegal/Legal Assistant. These changes increase the number of general education courses required, reduce the number of paralegal courses needed, and allow our department to reduce costs while implementing a new Associate of Arts/Associate of Science in Legal Studies. Accordingly, we are also requesting a change to our prefix. A change from PLGL to LEGL broadens the scope of the classes and coincides with our new A.A/A.S.	Fall 2017	<p>These changes render the AAS into an AA/AS degree (full GE requirements + additional coursework) and would go into effect Fall 2017. R401 specifies that AAS degrees have fewer GE requirements than other Associate Degrees.</p> <p>The proposed AA/AS in Legal Studies will be considered by the State Board of Regents on March 31, 2017. Then, after NWCCU approval, it should be available to students in Fall 2017.</p> <p>Not sure if we really gain anything by making these changes, especially if the AAS will be discontinued as soon as the AA/AS is offered.</p> <p><u>Not Approved</u></p>
History Teaching Minor	This proposal will have no measurable impact on the History Teaching Minor. It only seeks to fix the credit-hour totals in the Note & the Headings to reflect the actual requirements.	Fall 2017	<p>Concerns regarding credit counts.</p> <p>Approved Unanimously</p>

SIEL

Degree/Program	Change Requested		Notes/Action
Bachelor of Interdisciplinary Studies	See memo	Fall 2017	<p>Will UNIV courses be deleted or remain? (1020 will remain; 4010 and 4020 will be deleted)</p> <p>Some wording concerns.</p> <p>Approved Unanimously</p>

Action / Discussion / Information Items

- Action Item: Memo and Spreadsheet of proposed changes to ESL courses Approved Unanimously
- Action Item: Proposal to create “Institutional Certificates” (James) Approved Unanimously
- Discussion Item: Revision of Office of Community and Academic Enrichment Approved Unanimously
- Information Item: Memo to change multiple dance classes from lecture to lab Approved Unanimously

GRADUATE CURRICULUM COMMITTEE MEETING

February 3, 2017, 3:00 pm

Great Basin Room, Sharwan Smith Student Center

MINUTES

Present: Mark Atkinson, Matt Barton, Rachel Bishop, Robin Boneck, Kim Craft, Angela Pool-Funai, Cynthia Kimball Davis, Mark Debeliso, Rob Robertson, James Sage, Mariah Tucker, Amanda Utzman (guest), Stephen Allen (guest), and Bonny Rayburn.

CONSENT ITEMS

COSE

Prefix	Course Title	Credits	Change Requested	Implementation Date	Notes/Action
CSIA 6320	ISO/IEC 27001 ISMS Security Frameworks	2	Title – Change to Security Frameworks Course Descriptions	Fall 2017	Course sequencing information missing; currently offered (Summer, As Needed) – will this stay the same? Yes. Approved unanimously
CSIA 6330	Technology Frameworks and Corporate Governance	2	Title – Change to Information Systems Auditing Prerequisites – Change to CSIA 6000 Course Descriptions	Fall 2017	Course sequencing information missing; currently offered (Fall) – will this stay the same? Yes. Course repeat info missing – will this stay the same? Yes. Approved unanimously

GOS

Prefix	Course Title	Credits	Change Requested	Implementation Date	Notes/Action
SGCS 6350	Curriculum and Instruction	3	Course Descriptions	Spring 2017	Course sequencing information missing; currently offered (Fall) – will this stay the same? Course repeat info missing – will this stay the same? Effect of Change not completed (either None or provide explanation)

					Question about course description language (especially final sentence). Updated information provided. Approved unanimously
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SUBSTANTIVE ITEMS

COSE

Prefix	Course Title	Credits	Change Requested		Notes/Action
CSIA 6310	Introduction to Government, Regulation, and Comp.	2	Credit Hours – Change to 3	Fall 2017	For lecture type contact hours also need to change to 3. This was not indicated on the form, but if the lecture type remains the same, and the credit hours change from 2 to 3, then the contact hours will also need to change from 2 to 3. Yes, change contact hours to 3 Approved unanimously
CSIA 6320	ISO/IEC 27001 ISMS Security Frameworks	2	Credit Hours – Change to 3	Fall 2017	For lecture type contact hours also need to change to 3. This was not indicated on the form, but if the lecture type remains the same, and the credit hours change from 2 to 3, then the contact hours will also need to change from 2 to 3. Yes, change contact hours to 3 Approved unanimously
CSIA 6330	Technology Frameworks and Corporate Governance	2	Credit Hours – Change to 3	Fall 2017	For lecture type contact hours also need to change to 3. This was not indicated on the form, but if the lecture type remains the same, and the credit hours

					change from 2 to 3, then the contact hours will also need to change from 2 to 3. Yes, change contact hours to 3 Approved unanimously
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GOS

Prefix	Course Title	Credits	Change Requested		Notes/Action
GOSC 6662	U.S, Constitution	1	New Course Note: will be added as SGCS 6662 to current Catalog. Then, when new 2017-2018 Catalog is launched, all SGCS prefix courses will switch to GOSC prefix.	Spring 2017	Implementation date is Spring 2017 (current semester). Approved unanimously

Discussion/Action Items

Proposal to create a new “Institutional Certificate” (James)

Approved unanimously

New Institutional Certificate: Alternate Route to Licensure (ARL) (Mark)

Approved unanimously

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LATE ARRIVALS

PVA Minutes

CONSENT ITEMS

PVA

Prefix	Course Title	Credits	Change Requested	Implementation Date	Notes/Action
AA 6810	Marketing in the Arts		Title & Prefix – Change title to Marketing in the Arts I Course Sequencing – Change to Fall Annually Course Descriptions	Fall 2017	Approved unanimously
AA 6950	Master of Arts Thesis		Delete	Fall 2017	Approved unanimously
AA 6990	Professional Projects		Title & Prefix – Change to AA 6850 Professional Development and Projects Course Descriptions	Summer 2017	No signatures on form (however, this is a re-submit from December, so maybe the signatures are on the original form?) Approved unanimously

SUBSTANTIVE ITEMS

PVA

Prefix	Course Title	Credits	Change Requested		Notes/Action
AA 6830	Marketing in the Arts II	3	New Course	Fall 2017	Some syllabus concerns (ok). Approved unanimously
MUSC 6120	Graduate Seminar in Music History	2	New Course	Summer 2017	Sample syllabus is only 1 page and is incomplete (i.e., does not

					include the required syllabus statements as described in SUU Policy #6.36(ok - full syllabus received) Approved unanimously
MUSC 6560	Digital Music Notation II		Significant Content Changes	Summer 2017	Approved unanimously

PVA

Degree/Program	Change Requested		Notes/Action
Arts Administration – Master of Arts (Online)	The replacement of AA 6090 [Fundraising Event Planning] with AA 6830 [Marketing in the Arts II] in the Master of Arts (Online) Degree Requirements. Note: AA 6830 is a new course being proposed (see above).	Fall 2017	NOTE: new Catalog mark-up is being prepared and will shared with UGCC as soon as it is received. Approved unanimously
Arts Administration – Master of Fine Arts	The replacement of MKTG 6200 [Strategic Market Management] with AA 6830 [Marketing in the Arts II] in the Master of Arts (Online) Degree Requirements. Note: AA 6830 is a new course being proposed (see above).	Fall 2017	NOTE: new Catalog mark-up is being prepared and will shared with UGCC as soon as it is received. Approved unanimously