* Members – Please notify the chair and send a substitute if you are unable to attend.

I. Welcome, Announcements, and Brief Reports

1- Approval of the Minutes of the November 30, 2011 meeting — Niranjan Venkatraman.
2- Graduate Student Organization Report — Moussa Tankari.
3- Dean’s Remarks — Ramona Mellott.

II. Curricular Changes

<table>
<thead>
<tr>
<th>Effective Date/ Revised Effective Date</th>
<th>Summary of Changes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A. College of Engineering, Forestry, and Natural Sciences</strong></td>
<td></td>
</tr>
</tbody>
</table>

1. **Environmental Science and Policy:** Fall 2012
   - New Subplan, Subplan Reqmts- Course(s) Added

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Fall 2012</th>
<th>New Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENV 520</td>
<td>合作 in Environmental Management</td>
<td>New Course</td>
</tr>
</tbody>
</table>

2. **Quaternary Science; M.S.:** Fall 2012
   - Delete Plan

3. **FOR 517:** Fall 2012
   - Units

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Fall 2012</th>
<th>New Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>FOR 517</td>
<td>DENDROECOLOGY: APPLIED TREE-RING ANALYSIS</td>
<td>Units</td>
</tr>
</tbody>
</table>

B. **College of Health and Human Services**

1. **CSD 531:** Fall 2012
   - Catalog Descr, Course Title, Prereqs

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Fall 2012</th>
<th>New Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSD 531</td>
<td>LANGUAGE DISORDERS IN PRESCHOOL CHILDREN</td>
<td>Catalog Descr, Course Title, Prereqs</td>
</tr>
</tbody>
</table>
II. Certificate Review

1. Professional Writing Certificate Program

IV. Fast Track Approval Report

1. NONE

V. Discussion Items

A. Bylaws and Policy Subcommittee—Ramona Mellott
   1. UGC Bylaws Document
   2. Admission and Unofficial Transcripts
   3. Incomplete Grade
   4. Awarding of a Graduate Certificate
   5. Faculty Pursuing Advanced Degrees

B. Ad Hoc Dissertation-Defense Subcommittee—Evie Garcia
   1. Issues Document Distributed to UGC during 2010-11 Academic Year
   2. Academic Catalog Wording: Requirements for Theses and Dissertations
   4. Dissertation Defense Scheduling Form
   5. Dissertation Defense Reporting Form (to Graduate Dean)

C. Role of the Review Subcommittee
   1. Desired Detail of the Review Process
   2. Student Petitions to Withdraw From Courses or Entire Terms After Grades Have Posted—Graduate Requirement for Faculty Input
      a. Petition to Drop a Class After the Deadline
      b. Petition to Withdraw From All Courses in A Term

VI. Agenda Items for Next UGC Meeting

A. Distinction Between 600- and 700-Level Courses