The meeting was called to order at 3:00 pm by Niranjan Venkatraman.

I. Welcome, Announcements and Brief Remarks

A. Approval of the Minutes of the January 18, 2012 meeting — Niranjan Venkatraman.
   Minutes were approved by all members present.

   Mr. Tankari requested UGC members’ assistance in publicizing the Western Regional
   Conference to be held in the Native American Cultural Center this spring and its call for
   proposals. He also asked that members encourage students to run in the GSG election in
   April.

C. Dean’s Remarks — Ramona Mellott.
   Dean Mellott thanked members for publicizing the student regent position to graduate
   students, although interested students who followed up shied away from the time and
   work commitment. She encouraged members to urge students to run for GSG
   representatives and officers, and passed out an information sheet on GSG elections.

   Dr. Garcia mentioned a new online defense scheduling form, clarified the use of thesis
   and dissertation forms Part 1 and 2, and requested that names of programs not
   consistent with the academic catalog need to be changed on graduation paperwork.

II. Curricular Changes

Consent Items

A. College of Arts and Letters
1. **Music Performance, MUP 670, Brass Ensemble, Fall 2012, Delete Course**

Dr. Masserini explained that the proposal was intended to make graduate ensemble course titles consistent with undergraduate titles. The motion was approved by all present.

**Action Items**

**A. College of Arts and Letters**

1. **Music Performance, MUP 668, Woodwind Ensemble, Fall 2012, Catalog Descr, Course Title**

Same rationale as above. The motion was approved by all present.

2. **English, Creative Writing M.F.A., Fall 2012, New Plan**

Nicole Walker spoke to the need for a new plan. The MFA is considered the terminal degree in the field, and students want nomenclature that signifies “professional writer.” There will be no course changes. The new degree is on the university strategic plan with the blessing of the administration. Current students will graduate this spring with the MA, and second-year students will graduate with the MFA. The motion was approved by all present.

**B. College of Education**

**Bilingual and Multicultural Education**

1. **Bilingual Emphasis, Bilingual and Multicultural Education, M.Ed.; Fall 2012; Major Reqmts-Course(s) Added, Major Reqmts-Course(s) Deleted, Major Reqmts-Unit Change**

During the NCATE accreditation process, this emphasis was streamlined but enrollment plummeted. NAU is the only AZ program with 36 credit hours. The origin of this proposal was to streamline further by taking away one elective and changing the foundation course to an elective. Students who come in without an EDF 500 foundation course, however, would be required to take one. This has been approved by the COE curriculum committee. The motion was approved by all present.

2. **ESL Emphasis, Bilingual and Multicultural Education, M.Ed.; Fall 2012; Major Reqmts-Course(s) Added, Major Reqmts-Course(s) Deleted, Major Reqmts-Unit Change**

This change was motivated by the same reasons as above. The motion was approved by all present.

**Career and Technical Education**

1. **Career and Technical Education, M.Ed.; Fall 2012; Major Reqmts-Course(s) Added, Major Reqmts-Course(s) Deleted, Major Reqmts-Unit Change, Delete**


Nicole O’Grady explained that this proposal includes two changes: from 36 hours to 30 hours, with Ed Psych and Administrational Curriculum becoming electives, and a wording change from “emphases’ to “concentration” because students are able to choose and customize to meet their career goals. The motion was approved by all present.

2. **Career and Technical Education, Graduate Certificate; Fall 2012; Major Reqmts-Course(s) Deleted, Certificate Reqmts-Course(s) Deleted**
Dr. O’Grady discussed the two minor changes proposed here. The program hours will change from 18 to 15, dropping one elective. Also, the previously required provisional certification before admitting is a barrier to some potential students. Dr. Plager noted that there is no reason to require 240 hours work experience, because work experience is not required for university admission. The motion was approved by all present.

Education Technology

1. Educational Technology, M.Ed.; Fall 2012; Major Reqmts-Course(s) Added, Major Reqmts-Course(s) Deleted
2. Educational Technology, Graduate Certificate; Fall 2012; Certificate Reqmts- Course(s) Added, Certificate Reqmts- Course(s) Deleted

A motion was approved to consider #1 and 2 above together. Laura Sujo-Montes explained that the only change proposed was to the number of courses: several separate courses will be combined into one class. The motion was approved by all present.

3. ETC 585, Technology Integration in the PK-16 Classroom; Fall 2012; New Course
4. ETC 647, Creating Technology Learning Environments; Fall 2012; Number
5. ETC 657, Technology Planning and Professional Development; Fall 2012; Number
6. ETC 666, Designing Instruction; Fall, 2012, Catalog Desc, Number
7. ETC 677, Distributed Learning Delivery Systems; Fall 2012; Number

A motion was approved to consider #3-7 above together. Course number 585 is a new course, and the remainder are changing course number so advisers and students can more easily see the intended sequence. Dr. Plager noted that no justification had been provided for one of the courses: Scott Galland will supply this. The motion was approved by all present subject to this addition.

Educational Psychology

1. School Psychology (and State Certification), M.A.; Fall 2012; Major Reqmts-Course(s) Added, Name Change, Text within Plan

Mary McLellan spoke on the proposed changes. Currently the MA + Certification program is a 48-hour master’s plus 24 hours necessary for candidates to gain certification in the state of Arizona and for the program to be NASP-approved. The present structure has been problematic for teacher pay-grade decisions. Other proposed changes will better encompass new approaches and emphases in the field. The motion was approved by all present.

2. EPS 738, Psychodiagnostics; Fall 2012; Catalog Descr, Course Title, Prereqs, Repeat Rule

Dr. McLellan explained that the course would now provide a greater emphasis on intervention in social/emotional areas rather than assessment alone. The motion was approved by all present.

C. College of Engineering, Forestry, and Natural Sciences

Forestry

1. FOR 504. Forest Wildlife Ecology And Management; Fall 2012; Catalog Descr, Course Title
2. FOR 517, Dendroecology: Applied Tree-Ring Analysis; Fall 2012; Units
These items were tabled because no forestry representative was in attendance.

Chemistry

1. Chemistry, M.S.; Fall 2012; Major Reqmts-Course(s) Added
   Biorganic and Biomedical Chemistry Emphasis
   Carcinogenesis and Cancer Chemotherapy Emphasis
   General Emphasis

Because Dr. Browder had to leave the meeting early, this item was considered first among the action items. The proposed independent study course, replacing an end-of-year report, was approved by all present subject to a change suggested by Dr. Garcia regarding clarification of credit hours on the course of study.

Computer Science

1. CS 540, Advanced Software Architecture; Fall 2012; Co-convene 440, New Course

Dr. Venkatraman addressed this proposal to co-convene. Graduate students will have a substantially greater workload. Dr. Plager noted that the textbook publishing date had been omitted. The motion was approved by all present subject to this addition.

SESES

Dr. Umhoefer proposed that items #1-2 be considered together, #3 separately, and the remainder together. The motion was approved by all present.

1. Earth Science, M.S. (Non-Thesis); Fall 2012; Delete Plan
2. Earth Science, M.S. (Thesis); Fall 2012; Delete Plan

The MS Earth Science degree was created decades ago mainly to accommodate students whose plans were a career in teaching. The degree largely lost its clientele when NAU moved to the MAST program. The motion to delete was approved by all present.

3. GLG 542, Advanced Structural Geology; Fall 2012; Pereqs, Units

The change from two courses to one 4-hour course was approved by all present.

4. QS 502, Quaternary Pedology; Fall 2012; Catalog Descr, Subject
5. QS 685, 1-6 Graduate Research; Fall 2012; Prefix
6. QS 587, 1-3 Professional Development Seminar; Fall 2012; Prefix
7. QS 681, 1-12 Advanced Studies In Quaternary Science; Fall 2012; Prefix
8. QS 687, 1-6 Professional Development Seminar; Fall 2012; Prefix
9. QS 596, 3 Quaternary Climate Change; Fall 2012, Delete Course, Remove Cross-list
10. QS 599, 1-3 Contemporary Developments; Fall 2012; Delete Course
11. QS 671, 3 Quaternary Paleoeocology; Fall 2012; Delete Course, Remove Cross-list
12. QS 697, 1-3 Independent Study; Fall 2012; Delete Course
13. QS 698, 1-3 Graduate Seminar; Fall 2012; Delete Course
14. QS 699, 1-9 Thesis; Fall 2012; Delete Course

With the deletion of the Quaternary Science degree, courses are being moved to an Earth Sciences emphasis area and need a prefix change. The motion was approved by all present.
D. College of Health and Human Services

Physical Therapy

1. Doctor of Physical Therapy; Fall 2012; MajorReqmts-Course(s) Added, Major Reqmts-Course(s) Deleted, Major Reqmts-Unit Change, Text within Plan.
2. PT 511, Normal Human Gait; Fall 2012; New Course
3. PT 519, Principles of Patient Management; Fall 2012; New Course
4. PT 535, Human Anatomy; Fall 2012; Cross-list, New Course
5. PT 536, Functional Anatomy and Biomechanics of Normal and Pathological Motion; Fall 2012; New Course
6. PT 545, Human Physiology and Pathology; Fall 2012; Cross-list, New Course
7. PT 611, Abnormal Gait; Fall 2012; New Course

A motion to consider all items together was approved. Mark Cornwall explained that the changes were needed to address a missing area for the new physical therapy cohort in Phoenix. The motion was approved by all present.

III. Fast Track Approval Report

February 15, 2012 FAST TRACK Agenda

This item is for information purposes.

IV. Discussion Items

A. Bylaws and Policy Subcommittee—Ramona Mellott

1. Awarding of a Graduate Certificate

This proposal would allow departments to initiate posting of graduate certificates to students’ transcripts. Dean Mellott explained that, at present, graduate certificates may not be indicated on student transcripts unless the student applies for graduation from the certificate program. Student often do not submit graduation applications for certificates. This jeopardizes funding and future students could lose the ability to use federal financial aid for certificate programs. Dean Mellott proposed that the Graduate College will send information to students and train department staff to submit applications in order to facilitate posting of certificates to transcripts. The motion to approve changes to graduate certificate requirements was approved by all present.

2. Faculty Pursuing Advanced Degrees

The change to more inclusive language was approved by all present.

B. Ad Hoc Dissertation-Defense Subcommittee—Evie Garcia

1. Academic Catalog Wording: Requirements for Theses and Dissertations

Language changes were approved by all present pending “committee chair” versus “advisor” word changes. Dean Mellott thanked the Ad Hoc committee for their hard work thus far.

C. Role of the Review Subcommittee

1. Desired Detail of the Review Process
UGC members approved the Review Committee’s current policy and practice regarding the level of detail so that the UGC body can concentrate on content rather than style.

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

   Dr. Masserini proposed a motion to approve changes in documentation and time-limit requirements as discussed. The motion was approved with two abstentions.

V. Agenda Items for Next UGC Meeting
   A. Distinction Between 600- and 700-Level Courses

VI. Adjourn

A motion was made and seconded to adjourn the meeting at 4:51 p.m.