MINUTES

UNIVERSITY GRADUATE COMMITTEE

February 12, 2014

Members Present: Michael Amundson (History), Karen Applequist (Educational Specialties), Steven Barger (Psychology), Colleen Byron (Administration), Joe Collentine (Modern Language), William Crawford (English), Crystal Ewen (Graduate Student Government), Stephanie Hurst (Chemistry), Steven Hempleman (Biological Sciences), April Brown Judd (Mathematics and Statistics), Tom Kolb (Forestry), Alan Lew (Geography, Planning, and Recreation), Sherry Markel (Teaching and Learning), John Masserini (Ex-officio: Graduate College), Ramona Mellott (Ex-officio: Graduate Dean), Marcia Metcalf (College of Business), Patricia Peterson (Faculty Senate Representative), Louise Scott (Music), Anna Sosa (Chair, Communication Sciences and Disorders), Carol Thompson (Politics and International Affairs), Barbara Tomlinson (School of Nursing), and Walter Vannette (Anthropology).

Members Absent: Yuly Asencion-Delaney (Modern Languages), Emily Babcock (Physician Assistant Studies), Michael Costelloe (Criminology and Criminal Justice), Patrick Deegan (Ex-officio: Extended Campuses), Gary Emanuel (Educational Leadership), Kim Curtis (Sustainable Communities), Michelle Harris (Sociology), Amy Hughes (Ex-officio: Cline Library), Mary McLellan (Educational Psychology), Jim Sample (School of Earth Sciences and Environmental Sustainability), Brant Short (School of Communication), David Trilling (Physics and Astronomy), and Niranjan Venkatraman (Engineering).

Guests: Sharon Cardenas (Center for Science Teaching and Learning), Sally Doshier (Nursing), Scott Galland (Curriculum and Assessment), Kim Gould (Nursing), Ricardo Guthrie (Ethnic Studies), Melvin Hall (Educational Psychology), Gene Moan (Educational Psychology), Jenny Scott (Extended Campuses), Laura Sujo-Montes (Educational Technology), Lisa Williams (Registrars/CASA), Maggie Vanderberg (Computer Science/Electrical Engineering), and Lisa Wischmeier (Extended Campuses).

Graduate College: Victoria Endres

The meeting was called to order at 3:05 by Anna Sosa.

I. Welcome, Announcements, and Brief Reports
   A. Approval of the Minutes from the January 15, 2014 Meeting – Anna Sosa

The minutes were approved by all present.

   B. Changes to Instruction Modes

Bonita Switala (Office of the Registrar) and Denise Helm (Office of the Provost) discussed how instruction modes at NAU will change beginning Fall 2014.

NAU categorizes classes using one of three Instruction Modes, in person, blended, and online. Instruction modes provide critical information to students by setting expectations for their learning experiences. Friday, February 14, 2014, is the deadline for Fall 2014 class build.
C. Graduate Student Government Report – Crystal Ewen

Crystal Ewen stated the Graduate Student Government (GSG) sent President Jason Kordorsky and Vice President Susan Lawhead to the ABOR (Arizona Board of Regents) meeting in Tempe last month.

At the GSG meeting prior to UGC, Dr. Mellott asked for feedback regarding the academic integrity revisions. There has been no feedback as of the February meeting.

UGC plans to encourage graduate students to attend the ASNAU movie nights, women’s basketball games (date TBA), Relay for Life (first week of April), and the GSG Spring Picnic (late April).

D. Associate Dean’s Remarks – John Masserini

Dr. Masserini stated that the new Dismissal Policy is now live backdated to November 2013. He noted the Appeals Policy is still being revised and will be discussed and voted upon at the March meeting.

E. Dean’s Remarks – Ramona Mellott

Dr. Mellott praised GSG president Jason Kordosky for his stellar presentation on graduate student needs to the ABOR meeting this past month.

Abstracts for the 3 Minute Research Project (3MRP) were received and Dr. Mellott asked for members who are interested in serving as judges to please contact the UGC.

II. Curricular Changes – Consent Items.

There were no Curricular Changes and the Consent Item, inactivating graduate courses that have not been taught within five-plus years, was tabled until the March meeting due to confusion in feedback to the Graduate College. Questions arose concerning the reuse of the same course numbers if inactivated.

III. Action Items

A. College of Education

1. Educational Psychology
   b. Human Relations; M.Ed., Fall 2014 – Admission Requirements, Major Requirements-Course(s) Added, Course(s) Deleted
   c. EPS 650, “Theory and Practice in Program Evaluation,” Fall 2014 – New Course
   d. Educational Psychology – Counseling Psychology; Ph.D., Fall 2014 - Admission Requirements, Major Requirements-Course(s) Added, Course(s) Deleted
   e. Educational Psychology – School Psychology; Ph.D., Fall 2014 - Admission Requirements, Major Requirements-Course(s) Added, Course(s) Deleted
   f. School Psychology; Ed.S., Fall 2014 - Admission Requirements, Major Requirements-Course(s) Added, Course(s) Deleted
Melvin Hall, Professor, and Gene Moan, Professor, from the Department of Educational Psychology addressed the need for the new Educational Psychology courses and plan changes. EPS 550 is offered online only and is a self edification course to provide background in social psychology. The course is built on modules. EPS 650 concentrates on program evaluation, which graduate students need more experience with, rather than research. The plan changes were necessary for upgrading the programs and including the new courses in the requirements.

A motion was approved for the plan changes and new courses.

2. Educational Specialties
   a. ETC 556, “Contexts and Methods of Technology in Adult Education,” Fall 2014 – New Course
   b. Educational Technology; M.Ed., Adult Learning and Training Emphasis, K-12 Teacher emphasis, Fall 2014 - Admission Requirements, Major Requirements-Course(s) Added, Course(s) Deleted, New Sub plan, Sub plan Requirements-Course(s) Added

Laura Sujo-Montes, Chair of the Department of Educational Specialties, explained the new course and plan changes. The new methods course is a two-track offering to be included in the updated program requirements for the Adult Learning and Training Emphasis.

A motion was approved for the plan changes and new course.

3. Teaching and Learning
   a. Early Childhood; M.Ed., Fall 2014 - Admission Requirements, Major Requirements-Course(s) Added, Course(s) Deleted, New Sub plan, Sub plan Requirements-Course(s) Added

Sherry Markel, Associate Professor in the Department of Teaching and Learning, introduced the plan changes to the Early Childhood program. The new emphasis in Early Childhood Leadership is intended for teachers who are not already in the field. The current emphasis is for teaching already teaching and familiar with the program.

A motion was approved for the plan changes.

B. College of Engineering, Forestry, and Natural Sciences
   1. SESES
      a. ENV 675, “Topics in Environmental Discourse: Climate Change Adaptation,” Fall 2014 – New Course
      b. Climate Science and Solutions; M.S., Fall 2014 - Admission Requirements, Major Requirements-Course(s) Added, Course(s) Deleted
      c. Environmental Sciences and Policy; M.S., Fall 2014 – Sub plan Requirements, Course(s) Added, Course(s) Deleted

The items were tabled and moved to March due to the absence of a departmental presenter.
d. EES 529, “Applied Remote Sensing,” Fall 2014 – Cross-list, New Course (Item B.2 is concurrent with item E.2, support GSP 529)

Tom Paradis, Chair of the Department of Geography, Planning, and Recreation, explained that the new course will introduce the principles and applications of digital image analysis. Students will work with various satellite imaging and aerial photographs in the latest edition of ENVI software. This class is a program elective for three credit hours. An individual project will be required using the techniques learned in the course.

It was noted that this needs to be updated in the SESES Ph.D. program requirements.

A motion was approved for the new course.

2. Computer Science
   a. CS 567, “Advanced Software Assurance,” Fall 2014 – Co-convene, New Course (Support CS 467)

Maggie Vanderberg, Lecturer in the Department of Electrical Engineering and Computer Science, introduced this elective safety systems co-convened class, which will be taught every two to three semesters. Graduate students will take on additional tasks, research, and mentoring of undergraduate students on various assignments.

A motion was approved for the new course.

3. CSTL
   a. TSM 596, “Apprentice Teaching Seminar,” Fall 2014 – New Course
   b. SCI 560, “Secondary Science Methods,” Fall 2014 – Catalog description, Course Title, Prerequisites, Remove Co-convene
   c. SCI 561, “Secondary Science Techniques,” Fall 2014 - Catalog description, Course Title, Prerequisites, Remove Co-convene
   d. Teaching Science with Certification M.A.T., Fall 2014 - Admission Requirements, Major Requirements-Course(s) Added, Course(s) Deleted, Requirements Unit Change

Sharon Cardenas, Assistant Clinical Professor in the Center for Science, Teaching, and Learning, stated that the new courses are for continuing professionals already teaching in the specific areas. The two science courses are a resurrection of classes from the Teaching Science with Certification M.A.T.

Questions from the members addressed how the inactivation of classes issues applied here, and it was mentioned that this is a good example of this change.

A motion was approved for the new course and program changes.

4. Mathematics and Statistics
   a. Mathematics Teaching, Graduate Certificate, Fall 2014 – Delete Plan
   b. MAT 603, “Capstone Course: Comprehensive Exam and Portfolio,” Fall 2014 – New Course
   c. Mathematics Education; M.S., Fall 2014 - Major Requirements-Course(s) Added, Major Requirements Unit Change
d. Statistics; M.S., Fall 2014 – Major Requirements-Course(s) added

April Brown Judd, Assistant Professor in the Department of Mathematics and Statistics, explained that the eted effective Fall 2014 bausSU and UA already address the need for this program. Students will rin in the program until completion. No courses will be deleted.

new course added the portfolio as a new element to the exam. Students will work with a committee of three for the oral exam with specific deadlines. The single credit for this course raised concerns for the amount of work required. Dr. Judd explained the course is one hour course because of student financial concerns. This new course was piloted last semester and was very well received.

STA 570 was no longer relevant since it had been inactivated.

A motion was approved for the deletion of the certificate, the new course, and the plan changes.

C. College of Health and Human Services
   1. Nursing
      a. NUR 712, “Evidence –Based Practice: Project Planning and Implementation,” Fall 2014 – New Course
      b. NUR 714, “Health and Vulnerable Populations,” Fall 2014 – New Course
      c. NUR 716, “Organizations and Systems Leadership for Quality Care,” Fall 2014 – New Course
      d. NUR 677, “Research Methods for Advanced Practice Nurses,” Fall 2014 – Course Title, Prerequisites
      e. NUR 703, “Doctor of Nursing Practice Clinical Practice,” Fall 2014 – Catalog Description, Course Title, Grading Option, Prerequisites
      f. NUR 704, “Scholarly Inquiry Doctoral Project Research,” Fall 2014 – Catalog Description, Course Title, Grading Option, Prerequisites ENV 675,
      g. NUR 705, “Leadership for Advanced Practice Nurses in Clinical Practice,” Fall 2014 – Catalog Description
      h. NUR 706, “Dissemination of Scholarly Inquiry Project for Advanced Practice Nursing in Clinical Practice,” Fall 2014 – Course Title, Prerequisites
      i. Nursing Practice; D.N.P., Fall 2014 – Major Requirements, Course(s) added, Major Requirements, Course(s) deleted

Kim Gould, Assistant Clinical Professor in the School of Nursing, explained the main reasons for these changes were cohort feedback that suggested changes and additions.

A motion was approved for the new courses and plan changes.

D. The W.A. Franke College of Business
   1. Economics (& SESES see B.1b above)

Marsha Metcalf, Lecturer in the W.A. Franke College of Business, addressed the need for the new course, which was created to support Climate Science and Solutions Master’s degree. It is a seminar class in which professor approval is necessary to register for this offering.
A motion was approved for the new course.

E. College of Social and Behavioral Sciences
   1. Ethnic Studies
      a. ES 520, "Race, Space, and Segregation," Fall 2014 – Co-convene, New Course(Support: ES 420)
      b. Ethnic Studies Graduate Certificate, Fall 2014 – Certificate Requirements, Course(s) added

Ricardo Guthrie, Interim Director of the Ethnic Studies Program, stated that the new course will be used by the Sustainable Programs, and the Departments of Sociology, Geography, and Political Science, among others, to enhance their degrees. The course was taught twice in the past as a topics course and will be taught at least every fall semester with emphasis on local Flagstaff neighborhoods. There will be mentorship of the undergraduates by the graduate students. This course

A motion was approved for the new course and the co-convene component.

2. Geography Planning and Recreation

This entry was already approved today with EES 529.

IV. Informational Items
   A. February 12, 2014 FAST TRACK Report
   B. Educational Specialties, Career and Technical Education; Accelerated M.Ed./B.S. Ed., Fall 2014 – New Accelerated Plan. There were no changes to the new plan or with admission requirements.

V. Policy
   A. Academic Integrity Policy
      1. Reporting Form
      2. Violation Process
      3. 2013 Academic Dishonesty Snapshot
      4. Example Honor Codes
   B. Policy Statements for NAU Syllabi

Dr. Mellott is ready to take the Academic Integrity Policy to the Academic Standards Committee after language has been re-crafted by the Deans. Please send any noted changes to her now. This policy was formerly called the Academic Dishonesty Policy.

Examples of new student honor codes were discussed. It was noted that research from other universities has shown that students do not mind adhering to such a document. It was agreed that the best time to administer this code would be at the front end of the student’s academic career at the institution. Dr. Mellott addressed the question if honor codes actually work. She said there is no grey area after a student consents to the policy. Another member questioned what the consequences would
be if the student refused to sign the document. Legal recourse was suggested. There would be training associated with the honor code policy and document content.

VI. Discussion Items
   A. TOEFL Requirements and Feedback

Dr. Masserini needs more feedback on TOEFL requirements. He encouraged members to send him feedback further discussion at future meetings.

Several members questioned the English-speaking components listed in the requirements. There were many specific distinctions made in the TOEFL document that could be an obstacle in determining the student’s status. A clearer description is needed on exactly what is meant by “Native English speaker” when deciding if TOEFL or similar test scores are required. New immigrant status also needs to be explored further.

Committee members can direct questions to Ramona Mellott or John Masserini.

The meeting was adjourned at 5:00 pm.