MINUTES
UNIVERSITY GRADUATE COMMITTEE
March 12, 2014

Members Present: Michael Amundson (History), Karen Applequist (Educational Specialties), Colleen Byron (Administration), Joe Collentine (Modern Language), William Crawford (English), Kim Curtis (Sustainable Communities), Gary Emanuel (Educational Leadership), Crystal Ewen (Graduate Student Government), Amy Hughes (Ex-officio: Cline Library), Stephanie Hurst (Chemistry), April Brown Judd (Mathematics and Statistics), Tom Kolb (Forestry), Sherry Markel (Teaching and Learning), John Masserini (Ex-officio: Graduate College), Ramona Mellott (Ex-officio: Graduate Dean), Marcia Metcalf (College of Business), Jim Sample (School of Earth Sciences and Environmental Sustainability), Louise Scott (Music), Anna Sosa (Chair, Communication Sciences and Disorders), Barbara Tomlinson (Nursing), Walter Vannette (Anthropology), Niranjan Venkatraman (Engineering), and Meghan Warren (Physical Therapy).

Members Absent: Steven Barger (Psychology), Yuly Asencion-Delaney (Modern Languages), Emily Babcock (Physician Assistant Studies), Michael Costelloe (Criminology and Criminal Justice), Patrick Deegan (Ex-officio: Extended Campuses), Michelle Harris (Sociology), Alan Lew (Geography, Planning, and Recreation), Mary McLellan (Educational Psychology), Steven Hempleman (Biological Sciences), Patricia Peterson (Faculty Senate Representative), Brant Short (School of Communication), Carol Thompson (Politics and International Affairs), David Trilling (Physics and Astronomy).

Guests: Scott Galland (Curriculum and Assessment), Karen Hallberg (School of Music), Debbie Huntzinger (School of Earth Sciences and Environmental Sustainability), John McGregor (Institutional Review Board), Erik Nielsen (School of Earth Sciences and Environmental Sustainability), Cathy Ribic (Director, International Student and Scholar Services), Frances Riener (Educational Foundations/Educational Leadership), Jenny Scott (Extended Campuses), Lisa Williams (Registars/CASA), and Lisa Wischmeier (Extended Campuses).

Graduate College: Victoria Endres

The meeting was called to order at 3:03 by Anna Sosa.

I. Welcome, Announcements, and Brief Reports

A. Approval of the Minutes from the February 12, 2014, Meeting – Anna Sosa

The minutes were approved by all present.

B. Graduate Student Government Report – Crystal Ewen

Crystal Ewen reminded everyone that the Graduate Student Government (GSG) has travel awards for graduate students and that all are encouraged to apply through their respective department.

GSG also reminds members of the upcoming Relay for Life (first week of April), and the GSG Spring Picnic (late April).
C. Associate Dean’s Remarks – John Masserini

Dr. Masserini had no remarks but offered greetings to all present.

D. Dean’s Remarks – Ramona Mellott

Dr. Mellott stated that the abstracts for the 3 Minute Research Project (3MRP) were received, and we are now in the selection process for the judges. The final presentations are scheduled for April 16, 2014, in Ashurst Auditorium, Building 11, 3:30 pm to 5:30 pm. All are welcome to attend.

II. Academic Affairs – Consent Items

A. Academic Affairs

1. GRAD Courses Not Taught 5+ Years
   a. College of Arts and Letters
   b. College of Education
   c. College of Engineering, Forestry, and Natural Sciences
   d. College of Health and Human Services
   e. College of Social and Behavioral Sciences

A motion was approved to deactivate the list of courses not taught in 5+ years. These courses do not disappear and may be reactivated if there have been no change to the courses.

III. Action Items

A. College of Arts and Letters

1. English
   a. Teaching English as a Second Language-Applied Linguistics; MA, Fall 2014 – Deactivate Plan
   b. Teaching English as a Second Language-Teaching Practicing Teachers; MA, Fall 2014 – Deactivate Plan
   c. Teaching English as a Second Language-Language Teaching; MA, Fall 2014 – Deactivate Plan

William Crawford, Associate Professor in the Department of English, addressed the need for the plan deactivations stating that they were not used in years and not as popular as in previous years.

A motion was approved for the plan deactivations.

2. History

   a. HIS 602, “Topics in Graduate Research,” Fall 2014 – New Course
   b. History; MA, Fall 2014 – Major Requirements-Course(s) Added; Subplan Requirements-Course(s) Deleted, Text within Plan
Michael Amundson, Professor in the Department of History, stated the new research topics course replaces a large number of older courses that have not been taught in several years. This new course will allow professors to teach specialized topics every year, and this course is required for the degree.

The plan changes were necessary for reorganization purposes and organized the degree with four distinct tracks: Research, Public History Research, Extended Coursework, and Public History. Research and Public History Research tracks require a thesis.

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

3. Music
   a. MUP 607, “Suzuki String Skills” Fall 2014 – Catalog Description, Co-convene, Course Title, Number, Subject
   b. MUP 607L, “Suzuki Pedagogy Lab” Fall 2014 – Catalog Description, Co-convene, Number, Subject
   c. Music, Master of Music, Fall 2014 – Major Requirements-Course(s) Added, Unit Change; Subplan Requirements-Course(s) Added, Course(s) Deleted, Subplan

Louise Scott, Professor, and Karen Hallberg, Lecturer, from the School of Music proposed catalog and course changes for MUS 607 and 607L, as well as co-convened Suzuki courses, to move from a performance-based degree to a pedagogy-based degree. MUS 607 and 607L will change to 507 and 507L and would be co-convened with MUS 407 and 407L.

Dr. Masserini discussed the shift in the core versus sub-plan credit-hour requirement changes will meet ABOR guidelines.

A motion was approved for the plan and course changes.

B. College of Education
   1. Educational Leadership
      a. Educational Leadership-Educational Foundations; M.Ed., Fall 2014 – Major Requirements-Course(s) Added, Course(s) Deleted

Frances Riemer, Professor, and Gary Emanuel, Associate Professor, from the College of Education stated that the major requirement additions and deletions were necessary to cast a broader net to include wider audiences.

A choice of a graduate certificate, thesis option, and non-thesis option is now being offered for the Educational Leadership M.Ed. program.

A motion was approved for the changes.
C. College of Engineering, Forestry & 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 – Major Requirements-Course(s) Added, Course(s) Deleted
      c. Environmental Sciences and Policy: M.S., Fall 2014 – Major Requirements-Course(s) Added, Course(s) Deleted

Erik Nielsen, Assistant Professor, and Deborah Huntzinger, Assistant Professor, in the School of Earth Sciences and Environmental Sustainability addressed the need for a science/public policy ethics course as a new core course. This would be offered as a topics course that would be different each semester. The major program requirements with additions and deletions were necessary to upgrade the plan offerings to students.

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

IV. Informational Items
   A. March 12, 2014 FAST TRACK Report

Item was reviewed with no comment by representatives.

   B. International Graduate Student Issues – Catherine Ribic

Catherine Ribic, Director of the Center for International Education, spoke to the group about new international immigration regulations. A summary of these regulations can be found on the Graduate College Website (http://www2.nau.edu/gradcol/Misc/InternationalImmigrationRegulations.pdf).

   C. Institutional review Board Updates – John McGregor

John McGregor, Assistant Vice President for Regulatory Compliance, discussed the changes for the Institutional Review Board (IRB) on campus after Paula McAllister left.

He stated that the IRB services at NAU have been outsourced to a Phoenix contractor until new staff training occurs at NAU. In the meantime, he is reviewing the IRB applications with about a two-week turn-around, after determining the application can be expedited or exempt. A full board review may take up to two months. Mr. McGregor asked those present to call him at 523-7258 or email at john.mcgregor@nau.edu with any questions regarding the new protocol.

V. Discussion Items
   A. TOEFL Requirements and Feedback

It was decided to table the conversation one more time to fix language in the document regarding the TOEFL/IELTS language – specifically with the score waiver exemption for the Ph.D. in Applied Linguistics
and MA-TESL programs. Dr. Masserini will gather more information from faculty and present a final policy to vote on in the April meeting.
The meeting was adjourned at 4:26pm.