MINUTES
UNIVERSITY GRADUATE COMMITTEE
February 17, 2010

Members Present: Steve Barger (Psychology), Cindy Browder (Chemistry), Julie Hedges Brown (Music), Cynthia Childrey (Ex-officio- Cline Library), Susan Deeds (History), Gary Emanuel (Educational Leadership), Luis Fernandez (Criminology and Criminal Justice), Michelle Harris (Sociology), Ward Cockrum (Teaching and Learning), Y. Evie Garcia (Ex-Officio-Graduate College), Chris Lockwood (Business Administration), Sherri McCarthy (Educational Psychology), Ramona Mellott (Ex-Officio-Graduate Dean), Karen Plager-Chair (Nursing), Nandor Sieben (Mathematics and Statistics), Anna Sosa (Communication Sciences and Disorders), Tom Hoisch (Sub-Earth Sciences and Environmental Sustainability), Steve Hemplman (Biological Sciences), Alan Lew (Geography, Planning and Recreation), Stephen Nuño (Politics and International Affairs), Richard Rogers (Applied Communication), Jennifer Kurth (Educational Specialties), Nicole Walker (English).

Members Absent: Patrick Deegan (Ex-Officio-Extended Campuses), Marcus Ford (Sustainable Communities), Tom Kolb (Forestry), Cecilia Ojeda (Modern Languages), Shona Granillo (Graduate Student/GSO), Alex Steenstra (MA in Administration), Meghan Warren (Physical Therapy), Jim Wilce (Anthropology), Niranjan Venkatraman (Engineering). No representative identified from Physics and Astronomy

Guests: Laura Blocher (Educational Specialties), Sharon Gardenas (CMOST), Shannon Guerrero (Mathematics and Statistics), Julie Guess-Newsome (CMOST), Christine Lemley (Teaching & Learning), Janet McShane (Mathematics and Statistics), John Neuberger (Mathematics and Statistics), Fred Solop (Political Science), Sandy Stone (CMOST), Lisa Williams (CASA).

Graduate College: Victoria Endres, Tracy Botts.

The meeting was called to order at 3:03 pm by Karen Plager.

Minutes from the January 20, 2010 meeting were approved with an amendment.

Policy Changes for the Graduate Catalog 2009-10, Effective Fall 2010

Ramona Mellott and Evie Garcia took both proposed changes to various organizations and administrators on campus for review and feedback before this meeting. They were met with approval from all areas.

Coursework Requirements for a Master’s Degree

The minimum hours for a master’s degree at NAU is set at 30 hours. Many degree programs require more than 30 credit hours. Discussion continued from the last UGC meeting concerning the wording specifying the required minimum hours for formal coursework as well as research, independent study, and thesis/non-thesis options. It was suggested 18 hours be the minimum formal coursework hours with the thesis option and 24 hours the minimum for non-thesis programs. It was noted again after questions that this is a minimum requirement and that programs may require more hours. Clarification in wording needs to be done regarding students in the thesis option not being allowed to use 400-level courses to meet the 18-hour minimum.

A motion to approve the policy with final wording being brought back to the UGC was made, seconded, and approved with one abstention.

Continuous Enrollment Policy for Graduate Students

The basic requirements remain the same for continuous enrollment. The change requires the advisor/committee chair to determine the number of credit hours a thesis or dissertation student must take during the defense semester. The current policy states a minimum of three credit hours are required during the defense semester. It was suggested the required hours could be as low as one credit of 699 or
799 during the defense semester after taking into account the amount of work a student still had left to complete, in addition to use of faculty time and university facilities.

A motion to approve the new policy was made, seconded, and approved.

Curriculum Change—Social and Behavioral Sciences
PhD Politics and International Affairs. Plan Change.
Fred Solop presented the need for an alternative option in this program for a student to complete work towards fulfilling the degree requirements in this face to face program through professional seminar presentations or publishing opportunities. This would alter the number of required credits between the options.
The UGC requested clarification in the document that "you will maintain 6 face to face credit hours...."
A motion to approve the plan change was made, seconded, and approved.

MS Applied Geospatial Sciences. Request for Integrated Bachelor and Master’s Degree Program.
Alan Lew told the group that this degree was well suited for an integrated degree program because of its interdisciplinary structure. He said that the GRE requirements were going to be waived due to the fact that test results were used as a gauge of topic knowledge and in this case the students who are working in the undergraduate program already have shown their graded competence.

A motion to approve the integrated program was made, seconded, and approved with modifications and one abstention vote.

Curriculum Change—Education
ECI 569—Transformative Education for a Democratic Society. New Course.
Christine Lemley said this new course has been developed for the Math/Science Graduate Certificate program. It is the only ECI class that will be required for MOST students. This class has been designed as a four credit hour class because two of the previous secondary ECI classes have been combined and rearranged to meet the need of the MOST certificate program. ECI 569 will provide students the opportunity to go beyond the learning of content related procedures to examining the "complexities of the relationship between education and democracy."
The UGC requested that wording of “face-to-face” and “Elluminate” in the New Course form and the syllabus be replaced with “synchronous” to consistently reflect the on-line nature of the program. Department consent should be taken out of the justification and program admission added as a prerequisite on the form and the syllabus.

A motion to approve this new course with modifications was made, seconded, and approved with modifications.

Speaker: Provost Liz Grobsmith
Cancellation of a graduate level class falling below the minimum enrollment of eight students was the opening topic. Dr. Grobsmith was asked if this policy which was thought to expire soon would continue. Her response was that it was a permanent rule that could always receive an exception if the reason for
reduced enrollment is adequately defended. Undersubscribed classes or programs must be held accountable to the Arizona Board of Regents by the Provost. It is the responsibility of the deans and chairs to defend their classes against this policy.

The university and state budget took up the remainder of discussion time. One positive note, it is not likely that NAU will ever face zero funding from the state of Arizona. Dr. Grobsmith also noted that all new revenue generated through mandatory fees, including increased graduate application fees will go directly to the individual colleges.

Curriculum change—Engineering, Forestry and Natural Sciences
Certificate in Math or Science Teaching (CMOST)—New Plan.

Julie Guess-Newsome presented the new certificate plan for math and science teaching.
There is a critical shortage of secondary mathematics and science teachers throughout the nation and especially in Arizona.
We need to rethink the structure of our certification programs to address this shortage. With the downturn of the economy, the need for curricular efficiencies has become essential. In addition, we have been informed by the Arizona Department of Education that we must maintain an on-line graduate certificate program in mathematics and science teaching if we are to remain eligible for federal stimulus funding.
While AZUN allowed for an on-line delivery mechanism for certification courses, it is not formally recognized as a degree or certificate program. As a result, students in the program are not eligible for federal aid or tuition reimbursement programs, such as the federal TEACH grant. This new certificate will fill the void.

The UGC requested that synchronous wording replace face-to-face wording to consistently reflect the on-line nature of the program.

A motion to approve the new certificate with modifications was made, seconded, and approved.

MS Chemistry. Plan Change.
Marin Robinson and Cindy Browder spoke on behalf of the proposed plan change in chemistry. Since more research hours are the norm a rearrangement of the formal coursework hours and research hours was necessary with it now being half and half for the 32 hour program. In order to meet the demands of a skilled scientific and technological workforce, we wish to offer a research-intensive Master of Science degree. A greater emphasis on focused thesis research will allow students to obtain the laboratory and problem-solving skills needed for careers and further study in scientific research while the individualized nature of research endeavors will allow each student to design a degree program uniquely tailored to their goals. Our proposed program plan is in line with offerings at other institutions offering an MS in chemistry. This change is pending the department’s curriculum committee’s approval.

A motion to approve the plan change was made, seconded, and approved with modifications changing all references to 13-14 credits to 18-19 in compliance with new policy for 30-hour thesis option degrees. Approval is pending department and college curriculum committee approval of the changes requested by UGC.

MS Mathematics. Plan Change.
John Neuberger addressed the needed plan change since the National Council of Teachers of Mathematics has highlighted the importance in K-16 education. The department therefore feels that all teachers should be required to take MAT 507 (probability and statistics). The program has added MAT 509 (assessments in mathematics) as a course that students may apply to their degree program.
A motion to approve the plan change was made, seconded, and approved.

Dean’s Remarks.
Ramona Mellott urged members to nominate their outstanding graduate assistants for the GA Student Awards. Submissions are now being taken by the Graduate College.

Consent Agenda
PSY 725—Multivariate Statistics. Course Change.
EPS 690—Multicultural Counseling. Course Change.
EPS 670—Professional Ethics, Legal Standards and Responsibilities. Course Change.
EPS 601—Theories of Counseling. Course Change.
EPS 592—Community Counseling. Course Change.
EPS 594—Foundation of School Counseling. Course Change.
FOR 693—Teaching Practicum. Course Change.
MAT Mathematics. Plan Change.
CSD 551 Motor Speech Disorders. Course Change.
SCI 508—Science Teacher Practicum. Course Change.

A motion was made to approve the consent agenda, seconded, and approved. No discussion.

Health and Human Services
CSD--Submission.
MS Clinical Speech Pathology. Plan Change.
CSD 521—Communication Disorders: Birth to Three. New Course.
CSD 653—Traumatic Brain Injury and Dementia. New Course.

The CSD submission items were tabled until the next meeting due to time constraints.

GSO Report. Shona Granillo
No GSO report for this month.

Meeting Adjourned at 5:06pm.