

**University Graduate Committee Meeting Minutes**

**Wednesday, November 16, 2022**

**3:00-5:00pm – Online Via Zoom**

**Members Present:** Viacheslav Fofanov Chair (Informatics & Computer Science), Rebecca Best (Earth and Sustainability), Gayle Blanchard (Educational Leadership), Laura Bounds (Graduate College), Colleen Byron (Organizational Leadership), Joe Collentine (Spanish), Tiffany Cooke (Physician Assistant Studies), Emery Eaves (Anthropology), Joshua Emery (Astronomy & Planetary Science), Heidi Feigenbaum (Engineering-Mechanical), Thomas Finger (History), Jeffrey Foster (Biological Sciences), Peter Friederici (Sustainable Communities), Michael Gowanlock (Computer Science), Nicole Hampton (Special Education), John Heick, (Physical Therapy & Athletic Training), Stephanie Hurst (Chemistry), Chelsey E. Johnson (English/Creative Writing), Mahendra Joshi (Business Administration), Chesleigh Keene (Educational Psychology), Gretchen McAllister (Teaching & Learning, Curriculum & Instruction), Truong Nghiem (Informatics & Computer Science), Laura Noll (Psychological Sciences), Brettania O’Connor (Public Health), Natalie Randolph (Social Work), Sara Rinfret (Public Administration), Rich Rogers (Communication), Brendan Russo (Engineering-Civil), Erik Schiefer (Geography, Planning & Recreation), Janine Schipper (Sociology), Sandra Stewart (Clinical Speech and Language Pathology), James Swift (Mathematics and Statistics), Ann Vert (Nursing & PL), Andy Walters (Psychological Sciences), Kyle Winfree (Computer Science), Nancy Wonders (Criminology & Criminal Justice), Brittany Blanchard (Library), Maribeth Watwood (Ex Officio: Graduate College Dean), Rebecca Seeger (Ex-officio: GSG President), Melinda Treml (Ex-officio: Curriculum and Assessment).

**Members Absent:** Dave Auty (Forestry), Luke Plonsky (Applied Linguistics), Hal Tagma (Politics and International Affairs), Jose Moreno (Ethnic Studies), John Gibbs (Applied Physics), Nancy Sullivan (Music)

**UGC Chair, Viacheslav (Slava) Fofanov welcomed everyone to the meeting and the meeting came to order at 2:57 pm MST.**

**Guest Speakers:**

**Melinda Treml, Office of Curriculum and Assessment**

**Sereana Bird, Online and Graduate Recruitment and Enrollment (OGRE) Team**

1. **ACTION -** UGC October 2022 meeting minutes: Motion to approve the UGC October 2022 meeting minutes as distributed was made by Stephanie Hurst and seconded by Collen Byron; **minutes were approved** (0 nay votes and no abstentions), via zoom chat box.
2. **Chair-elect nominations/vote –** Kyle Winfree, candidate for 2023-2024 Chair Elect. Colleen Byron moved to vote. John Heick seconded.(0 nay votes, 1 abstention), via zoom chat box. Congratulations Kyle!
3. **Dual Degree and MS-to-Ph.D. Programs discussions: Guest Speaker Melinda Treml**
   1. Melinda explained the need to update policies to provide better guidelines for faculty and department advisement to offer flexibility in areas like transfer credit, concurrent masters and dual degrees. Melinda and team will be looking at peer institutions, gathering data that can be brought back to the UGC for discussion. The first area to be reviewed will be our transfer credit policy. The Higher Learning Committee recently updated their policy and has asked us to do the same, specifically whether we would accept prior learning as transfer credit. Another area that needs to be reviewed is internal versus external transfer credit. Slava commented that he would like to investigate how to address internship experience and if it meets the rigorous requirements to protect Intellectual Property Rights. Rich Rogers asked for clarification on whether departments will be able to choose what they will accept for prior learning experience. In other words, when we decide if NAU will accept prior learning experience, can the departments choose what works for their learning outcomes. Melinda replied that yes, guard rails would be written into the policy to establish those department preferences.
   2. The next item under this heading is how do we address policies for concurrent masters/doctoral degrees and the possibility of dual graduate level degrees. Currently, the transfer credit policy as it pertains to doctoral programs is defined that each department determines their total credit amounts. The transfer credit policy for concurrent degrees does not allow for much stack ability as the policy only allows for 9 units of credit. Additionally, the program fees may be prohibitive for concurrent programs to the student. Nicole Hampton referred to her program’s accelerated degree options which allow for 12 hours to be double dipped as long as the emphasis areas are different. Sara Rinfret suggested to look at opportunities that could benefit students and their marketability in industries. She referenced her previous experience in Montana where they offered joint degrees using accreditation standards and rigor as guard rails. Rich Rogers cautioned that to allow too much double dipping may dilute the mastery of a particular field.
   3. Melinda was thinking the Micro Credentials would be ready to bring to the UGC for review in the first spring meeting in 2023. The final revisions could be discussed at the second spring meeting along with the first review of the transfer credit policy.
   4. Slava asked any interested UGC members to contact him if they are interested in joining a working group with Melinda to help work through these policy revisions.
4. **Updates on ongoing Accelerated Programs Catalog conversion efforts and Incomplete Grade Policy** 
   1. Slava asked the UGC members that have not yet done so to forward their accelerated program proposal sheets to Melinda to organize them into the catalog.
   2. Incomplete Grade Policy (#100406) update: Motion to table the vote until additional amendment can be made to the Incomplete Policy. Collen moved to vote, seconded (unknown female). (Ayes have it, one abstain, 4 nays).
   3. Online and Graduate Recruitment and Enrollment (OGRE) Team – Guest Speaker: Sereana Bird
      1. Her team works with prospects, applicants and enrolled students within the online and Phoenix Bio Sciences students. Sereana explained the different tools and resources they have to reach and work with these populations to increase and secure retention.
      2. Sereana and her team can work with departments for recruitment. They can assist with helping prospective students understand the financial aid processes, student charges and housing opportunities in Flagstaff. Slava will attach Sereana’s PowerPoint to this meeting’s invite for future reference.
5. **UGC Reports – Maribeth Watwood, Laura Bounds, Rebecca Seeger**
   1. Maribeth announced that we will be able to raise GA stipends.
   2. 100% Career Ready Initiative: NAU is moving forward to ensure that our curriculum prepares every student to be career ready.
   3. The Graduate College will be opening the Scholarship windows shortly. Please reach out to Maribeth if you have any questions.
   4. Laura Bounds: She is starting the planning for Professional Development opportunities for next semester. She is asking the UGC to forward any information they may have on needs or opportunities within their departments.
   5. Laura Bounds: urged the UGC to sign up for the member committees. We are halfway through the year, and we need to establish those committees.
   6. Rebecca Seeger: Fall Poster Symposium submissions are due. Hosted the GSG Trivia night for graduate students to get to know the GSG. Rebecca thanked the UGC, she was honored to represent the GSG. She successfully defended her dissertation and will be graduating at the end of this term. Congratulations Dr. Seeger!
6. Motion to Adjourn the meeting: Colleen Byron moved to adjourn, seconded (unknown male)

**The meeting adjourned at 4:44 pm MST.**

**Next Meeting:**

**February 15th, 3:00pm-5:00pm, Zoom**