# University Curriculum Committee
## Agenda for
### October 20, 2009

I. Minutes from previous meeting – **October 1, 2009**

## II. Consent Items

<table>
<thead>
<tr>
<th>Change Course</th>
<th>Effective Date</th>
<th>Revised Effective Date</th>
<th>Summary of Changes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A. The W. A. Franke College of Business</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. ACC 256 ACC</td>
<td>256 3</td>
<td>PRINCIPLES OF ACCOUNTING: MANAGERIAL</td>
<td>Fall 2010</td>
</tr>
<tr>
<td>2. ACC 300 ACC</td>
<td>300 3</td>
<td>ACCOUNTING SYSTEMS</td>
<td>Fall 2010</td>
</tr>
<tr>
<td>3. ACC 355 ACC</td>
<td>355 3</td>
<td>FINANCIAL REPORTING I</td>
<td>Fall 2010</td>
</tr>
<tr>
<td>4. ACC 455 ACC</td>
<td>455 3</td>
<td>FINANCIAL REPORTING III</td>
<td>Fall 2010</td>
</tr>
<tr>
<td>5. ACC 497 ACC</td>
<td>497 1-6</td>
<td>INDEPENDENT STUDY</td>
<td>Fall 2010</td>
</tr>
<tr>
<td>6. CIS 497 CIS</td>
<td>497 1-6</td>
<td>INDEPENDENT STUDY</td>
<td>Fall 2010</td>
</tr>
<tr>
<td>7. ECO 201 ECO</td>
<td>201 3</td>
<td>QUANTITATIVE METHODS</td>
<td>Fall 2010</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Effective Date</td>
<td>Summary of Changes</td>
</tr>
<tr>
<td>------------</td>
<td>-------------------------------------</td>
<td>----------------</td>
<td>-------------------------------------</td>
</tr>
<tr>
<td>ECO 321</td>
<td>INTERMEDIATE BUSINESS STATISTICS</td>
<td>Fall 2010</td>
<td>Prereqs</td>
</tr>
<tr>
<td>9. ECO 497</td>
<td>INDEPENDENT STUDY</td>
<td>Fall 2010</td>
<td>Catalog Descr, Prereqs</td>
</tr>
<tr>
<td>10. FIN 497</td>
<td>INDEPENDENT STUDY</td>
<td>Fall 2010</td>
<td>Catalog Descr, Prereqs</td>
</tr>
<tr>
<td>11. MGT 303</td>
<td>CONCEPTS IN MANAGEMENT</td>
<td>Fall 2010</td>
<td>Catalog Descr</td>
</tr>
<tr>
<td>12. MGT 497</td>
<td>INDEPENDENT STUDY</td>
<td>Fall 2010</td>
<td>Catalog Descr, Prereqs</td>
</tr>
<tr>
<td>13. MKT 303</td>
<td>CONCEPTS IN MARKETING</td>
<td>Fall 2010</td>
<td>Catalog Descr</td>
</tr>
<tr>
<td>14. MKT 497</td>
<td>INDEPENDENT STUDY</td>
<td>Fall 2010</td>
<td>Catalog Descr, Prereqs</td>
</tr>
</tbody>
</table>

**Change Plan**

15. B.S. Accountancy
    B.S. Accountancy
    Fall 2010
    Text within Plan

16. B.S.B.A Business Economics
    B.S.B.A. Business Economics
    Fall 2010
    Text within Plan

17. B.S.B.A. Finance
    B.S.B.A. Finance
    Fall 2010
    Major Reqmts-Course(s) Added,
    Major Reqmts-Course(s) Deleted

Support Link [Philosophy Support Letter]
<table>
<thead>
<tr>
<th></th>
<th>Program Name</th>
<th>Semester</th>
<th>Notes</th>
<th>Support Link</th>
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<tbody>
<tr>
<td>18</td>
<td>BSBA in Business Economics</td>
<td>Fall 2010</td>
<td>Major Reqmts-Course(s) Added</td>
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<tr>
<td>19</td>
<td>B.S.B.A. Marketing</td>
<td>Fall 2010</td>
<td>Text within Plan</td>
<td>Support Link [Philosophy Support Letter]</td>
</tr>
<tr>
<td>20</td>
<td>B.S. Accountancy</td>
<td>Fall 2010</td>
<td>Text within Plan</td>
<td></td>
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<td>21</td>
<td>Certificate in Business Economics</td>
<td>Fall 2010</td>
<td>Certificate Reqmts-Course(s) Added</td>
<td></td>
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<tr>
<td>22</td>
<td>Certificate in Hospitality</td>
<td>Fall 2010</td>
<td>Text within Plan</td>
<td></td>
</tr>
<tr>
<td>23</td>
<td>General Admission Requirements</td>
<td>Fall 2010</td>
<td>Admission Requirements</td>
<td></td>
</tr>
<tr>
<td>24</td>
<td>Minor in Business</td>
<td>Fall 2010</td>
<td>Minor Reqmts-Course(s) Added, Text within Plan</td>
<td></td>
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<tr>
<td>25</td>
<td>The W.A. Franke College of Business Certificates</td>
<td>Fall 2010</td>
<td>Text within Plan</td>
<td></td>
</tr>
</tbody>
</table>
## B. College of Engineering, Forestry and Natural Sciences

### Change Course

<table>
<thead>
<tr>
<th>#</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Effective Date</th>
<th>Summary of Changes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>MAT 401</td>
<td>METHODS OF TEACHING SECONDARY SCHOOL MATHEMATICS I</td>
<td>Fall 2010</td>
<td>Catalog Descr, Prereqs</td>
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<tr>
<td>2</td>
<td>MAT 402</td>
<td>402 METHODS OF TEACHING SECONDARY SCHOOL MATHEMATICS II</td>
<td>Fall 2010</td>
<td>Catalog Descr, Consent, Prereqs</td>
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### Delete Course

<table>
<thead>
<tr>
<th>#</th>
<th>Course Code</th>
<th>Course Title</th>
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<th>Action</th>
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<tbody>
<tr>
<td>3</td>
<td>MAT 301</td>
<td>Introduction to Teaching Secondary School Mathematics</td>
<td>Spring 2010</td>
<td>Delete Course</td>
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### Change Plan

<table>
<thead>
<tr>
<th>#</th>
<th>Plan Name</th>
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<th>Summary of Changes</th>
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<tbody>
<tr>
<td>4</td>
<td>Mathematics Secondary Education</td>
<td>Fall 2010</td>
<td>Minor Reqmts-Course(s) Added, Minor Reqmts-Course(s) Deleted, Text within Plan</td>
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</table>

## C. Provost Office

### Policy Change

<table>
<thead>
<tr>
<th>#</th>
<th>Policy Name</th>
<th>Effective Date</th>
<th>Summary</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Cross Listing Policy</td>
<td>Fall 2009</td>
<td>Adding: 4) The courses to be cross-listed must have the same requirement designation (i.e. both Liberal Studies SPW or both ethnic diversity).</td>
</tr>
</tbody>
</table>
A. Provost Office

Policy Change

1. [Credit by Exam]  
   Fall 2009
   
   Proposal to Increase number of units of Credit accepted by Exam
   
   *This change in policy will be retroactive to all previous NAU undergraduate catalogs.
I. Strategic Directions in Curriculum – Provost Grobsmith, Harvey Charles, Karen Pugliesi – each discussed their visions for changing curriculum to adjust to the changes in higher education worldwide.

II. Minutes from previous meeting, April 21, 2009 – approved as presented.

III. Consent Items – all consent items approved as presented.

<table>
<thead>
<tr>
<th>Change Course</th>
<th>Effective Date/ Revised Effective Date</th>
<th>Summary of Changes</th>
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<tbody>
<tr>
<td>1. TH 497</td>
<td>Spring 2010</td>
<td>Catalog Descr, Grading Option</td>
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<td>TH 497</td>
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</table>

Delete Subplan

2. Emphasis in Theatre for BSED Elementary Ed. Theatre

Delete Minor

3. Minor-Secondary Education
   Minor-Secondary Education French

4. Theatre Education Minor
   Theatre Education Minor

Fall 2010
## B. Undergraduate Studies

### Liberal Studies Deletion

1. **HHS 300W**  
   HHS 300W 3  
   
   Spring 2010  
   Remove LibStud

## IV. Action Items

### A. College of Arts and Letters – all items approved as presented.

**New Course**

1. **LAN 308**  
   LAN 308  
   1 FOREIGN LANGUAGE EDUCATION PRACTICUM  
   Fall 2009

**Change Plan**

2. **Minor in Theatre**  
   Minor in Theatre  
   Major Reqmts-Course(s) Added  
   Fall 2010

### B. College of Engineering, Forestry and Natural Sciences – item approved as presented.

**New Course**

1. **GLG 445C**  
   GLG 445C  
   1 Earth Science Capstone  
   Fall 2009

### C. Liberal Studies – item approved as presented.

**Capstone Addition**

1. **GLG 445C Liberal Studies**  
   GLG 445C  
   Fall 2009  
   Add LibStud
D. Undergraduate Studies- all items approved w/a title change to item D. 2 to Italian Deaf Culture.

**New Course**

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td>1.</td>
<td>SITA 110</td>
<td>110</td>
<td>Italian Sign Language I</td>
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<td>NEW SUBJ SITA</td>
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<td>2.</td>
<td>SITA 111</td>
<td>111</td>
<td>Italian Sign Language II</td>
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<td>3.</td>
<td>SART 135</td>
<td>135</td>
<td>Drawing Fundamentals I</td>
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<td>NEW SUBJ SART</td>
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<td>200</td>
<td>Bookbinding and Book Art</td>
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<td>5.</td>
<td>SENG 200</td>
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<td>NEW SUBJ SENG</td>
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<td>6.</td>
<td>SARH 201</td>
<td>201</td>
<td>Medieval Art in Siena and Florence</td>
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<td>NEW SUBJ SARH</td>
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<td>7.</td>
<td>SART 201</td>
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<td>Art and Photography</td>
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<td>NEW SUBJ SART</td>
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<td>8.</td>
<td>SARH 202</td>
<td>202</td>
<td>Renaissance in Siena and Florence</td>
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<td>NEW SUBJ SARH</td>
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<td>9.</td>
<td>SITA 205</td>
<td>205</td>
<td>Survey of Italy</td>
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<td>Credits</td>
<td>Course Title</td>
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<tr>
<td>10</td>
<td>SITA 206</td>
<td>3</td>
<td>History of Siena</td>
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<td>NEW SUBJ</td>
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<td></td>
<td>SITA</td>
<td>206</td>
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<td>11</td>
<td>SART 222</td>
<td>3</td>
<td>Painting I</td>
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<td>NEW SUBJ</td>
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<td>SART</td>
<td>222</td>
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<td>12</td>
<td>SITA 305</td>
<td>3</td>
<td>II Decameron - Birth of the Novella</td>
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<tr>
<td></td>
<td>NEW SUBJ</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>SITA</td>
<td>305</td>
<td></td>
</tr>
</tbody>
</table>

E. Election of Diversity Committee Members
1. Faculty at Large – there were two open positions for faculty at large on the Diversity committee - Nicole O'Grady and Scarlet Chopin were elected.
2. UCC Members – there were 2 open positions for UCC members on the Diversity committee - Frances Riemer and Kate Kozak were elected.
University Curriculum Committee
Proposal for Course Change

1. Is this course a Diversity or Liberal Studies Course? Liberal Studies ☐ Diversity ☐ Both ☐


3. College of Business

4. Academic Unit/Department

5. Current course subject/catalog number

5. Current catalog title, course description and units. (Cut and paste from current on-line academic catalog /www4.nau.edu/aio/AcademicCatalog/academiccatalogs.htm).

ACC 256 PRINCIPLES OF ACCOUNTING: MANAGERIAL (3) Introduces the development and analysis of accounting information for managerial planning and control. Letter grade only. Prerequisite: ACC 255 and CIS 120

Show the proposed changes in this column. Please BOLD the changes, to differentiate from what is not changing.

ACC 256 PRINCIPLES OF ACCOUNTING: MANAGERIAL (3) Introduces the development and analysis of accounting information for managerial planning and control. Letter grade only. Prerequisite: CIS 120 and a C or better in ACC 255

7. Is this course required or an elective in any other plan (major, minor, certificate)? Yes ☐ No ☐
   If yes, explain and provide supporting documentation from the affected departments.

8. Does this change affect community college articulation? Yes ☐ No ☐
   If yes, explain how in the justification and provide supporting documentation from the affected institutions.

   Is the course a Common Course as defined by your Articulation Task Force? Yes ☐ No ☐
   If yes, has the change been approved by the Articulation Task Force? Yes ☐ No ☐

   If this course has been listed in the Course Equivalency Guide, should that listing be left as is ☐ or be revised ☐

   If revised, how should it be revised? ☐

Revised 8/08
IN THE FOLLOWING SECTION, COMPLETE ONLY WHAT IS CHANGING

<table>
<thead>
<tr>
<th>CURRENT</th>
<th>PROPOSED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current course subject/catalog number</td>
<td>Proposed course subject/catalog number</td>
</tr>
<tr>
<td>Current number of units/credits</td>
<td>Proposed number of units/credits</td>
</tr>
<tr>
<td>Current Course Fee</td>
<td>yes [ ]  no [ ]</td>
</tr>
<tr>
<td>Current Grading Option*</td>
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</tr>
<tr>
<td>Letter Grade</td>
<td>[ ] Pass/Fail [ ] or Both [ ]</td>
</tr>
<tr>
<td>Current Repeat for additional Units</td>
<td>Proposed Repeat for additional Units</td>
</tr>
<tr>
<td>Current Max number of units</td>
<td>Proposed Max number of units</td>
</tr>
<tr>
<td>Current Prerequisite</td>
<td>Proposed Prerequisite</td>
</tr>
<tr>
<td>ACC 255 and CIS 120</td>
<td>CIS 120 and a C or better in ACC 255</td>
</tr>
<tr>
<td>Current Co-requisite</td>
<td>Proposed Co-requisite</td>
</tr>
<tr>
<td>Current Co-Convene with</td>
<td>Proposed Co-Convene with</td>
</tr>
<tr>
<td>Current Cross List with</td>
<td>Proposed Cross List with</td>
</tr>
</tbody>
</table>

Do you want to remove this course from either the Liberal Studies Course list and or the Diversity Course list? Liberal Studies [ ] Diversity [ ]

9. Justification for course change. Please indicate how past assessments of student learning prompted proposed changes.

To be successful in ACC 256 a student must be able to grasp the material in ACC 255.

10. Approvals

Department Chair/ Unit Head (if appropriate)/ Date

Chair of college curriculum committee/Date

Dean of college/Date

For Committee use only

For University Curriculum Committee/Date

Action taken: [ ] approved as submitted [ ] approved as modified

Revised 8/08
1. Is this course a Diversity or Liberal Studies Course? Liberal Studies □ Diversity □ Both □


3. College of Business

4. Academic Unit/Department

5. Current course subject/catalog number ACC 455

6. Current catalog title, course description and units. (Cut and paste from current on-line academic catalog /www4.nau.edu/aio/AcademicCatalog/academiccatalogs.htm).

<table>
<thead>
<tr>
<th>ACC 455 FINANCIAL REPORTING III</th>
<th>(3)</th>
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<tbody>
<tr>
<td>Accounting theory, objectives, principles, and practice for special, complex accounting issues including leases, pensions and other post-retirement benefits, income taxes, foreign currency, and business combinations and consolidations. Letter grade only. Prerequisite: ACC 356 and Business Major Status Milestone</td>
<td></td>
</tr>
<tr>
<td>Show the proposed changes in this column. Please BOLD the changes, to differentiate from what is not changing.</td>
<td></td>
</tr>
</tbody>
</table>

7. Is this course required or an elective in any other plan (major, minor, certificate)? Yes □ No □ If yes, explain and provide supporting documentation from the affected departments.

8. Does this change affect community college articulation? Yes □ No x If yes, explain how in the justification and provide supporting documentation from the affected institutions.

Is the course a Common Course as defined by your Articulation Task Force? Yes □ No x If yes, has the change been approved by the Articulation Task Force? Yes □ No □

If this course has been listed in the Course Equivalency Guide, should that listing be left as is □ or be revised □

If revised, how should it be revised? ______

Revised 8/08
### IN THE FOLLOWING SECTION, COMPLETE ONLY WHAT IS CHANGING

<table>
<thead>
<tr>
<th>CURRENT</th>
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</tr>
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<tbody>
<tr>
<td>Current course subject/catalog number</td>
<td>Proposed course subject/catalog number</td>
</tr>
<tr>
<td>Current number of units/credits</td>
<td>Proposed number of units/credits</td>
</tr>
<tr>
<td>Current Course Fee yes ☐ no ☐</td>
<td>If subject or catalog number change Move ☐ or Delete ☐</td>
</tr>
<tr>
<td>Current Grading Option* Letter Grade ☐ Pass/Fail ☐ or Both ☐</td>
<td>Proposed Grading Option* Letter Grade ☐ Pass/Fail ☐ or Both ☐</td>
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<tr>
<td>Current Repeat for additional Units</td>
<td>Proposed Repeat for additional Units</td>
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<tr>
<td>Current Max number of units</td>
<td>Proposed Max number of units</td>
</tr>
<tr>
<td>Current Prerequisite ACC 356 and Business Major Status Milestone</td>
<td>Proposed Prerequisite A &quot;C &quot; or better in ACC 300 and successful completion of ACC 356 and Business Major Status Milestone.</td>
</tr>
<tr>
<td>Current Co-requisite</td>
<td>Proposed Co-requisite</td>
</tr>
<tr>
<td>Current Co-Convene with</td>
<td>Proposed Co-Convene with</td>
</tr>
<tr>
<td>Current Cross List with</td>
<td>Proposed Cross List with</td>
</tr>
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</table>

Do you want to remove this course from either the Liberal Studies Course list and or the Diversity Course list? Liberal Studies ☐ Diversity ☐

9. Justification for course change. Please indicate how past assessments of student learning prompted proposed changes.

**Clarifies prerequisite.**

10. Approvals

Department Chair/ Unit Head (if appropriate)/ Date

[Signature] 10/12/09

Chair of college curriculum committee/Date

[Signature] 10/12/09

Dean of college/Date

[Signature] 10/12/09

For Committee use only

[Signature] 10/20/09

For University Curriculum Committee/Date

[Signature] 10/20/09

Action taken: ☐ approved as submitted ☐ approved as modified

Revised 8/08
University Curriculum Committee  
Proposal for Course Change

1. Is this course a Diversity or Liberal Studies Course?  
   Liberal Studies ☐  Diversity ☐  Both ☐

2. Course change effective beginning of what term and year?  
   Fall 2010

3. College of Business

4. Academic Unit/Department  
   ACC 497, CIS 497, ECO 497, FIN 497, MGT 497, and MKT 497

5. Current course subject/catalog number

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 497 INDEPENDENT STUDY</td>
<td>(1-6)</td>
<td>Individualized approach to selected topics by guided reading and critical evaluation. Pass-fail only. No repeat limit.</td>
</tr>
<tr>
<td>CIS 497 INDEPENDENT STUDY</td>
<td>(1-6)</td>
<td>Individualized approach to selected topics by guided reading and critical evaluation. Pass-fail only. Department consent required</td>
</tr>
<tr>
<td>ECO 497 INDEPENDENT STUDY</td>
<td>(1-6)</td>
<td>Individualized approach to selected topics by guided reading and critical evaluation. Pass-fail only. Department consent.</td>
</tr>
<tr>
<td>FIN 497: MGT 497; MKT 497 (INDEPENDENT STUDY)</td>
<td>(1-6)</td>
<td>Individualized approach to selected topics by guided reading and critical evaluation. Pass-fail only.</td>
</tr>
<tr>
<td>MGT 497 INDEPENDENT STUDY</td>
<td>(1-6)</td>
<td>Individualized approach to selected topics by guided reading and critical evaluation. Pass-fail only.</td>
</tr>
<tr>
<td>MKT 497 INDEPENDENT STUDY</td>
<td>(1-6)</td>
<td>Individualized approach to selected topics by guided reading and critical evaluation. Pass-fail only.</td>
</tr>
</tbody>
</table>

Show the proposed changes in this column. Please BOLD the changes, to differentiate from what is not changing.

All Should read:

... 497 INDEPENDENT STUDY  (1-6)

Individualized approach to selected topics by guided reading and critical evaluation. Pass-fail only. No repeat limit. Department consent required.

6. Is this course required or an elective in any other plan (major, minor, certificate)?  
   Yes ☐  No ☐  If yes, explain and provide supporting documentation from the affected departments.

7. Does this change affect community college articulation?  
   Yes ☐  No x  If yes, explain how in the justification and provide supporting documentation from the affected institutions.

Revised 8/08
Is the course a Common Course as defined by your Articulation Task Force? Yes □ No x
If yes, has the change been approved by the Articulation Task Force? Yes □ No □

If this course has been listed in the Course Equivalency Guide, should that listing be left as is □ or be revised □

If revised, how should it be revised? ______

IN THE FOLLOWING SECTION, COMPLETE ONLY WHAT IS CHANGING

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<td>Proposed course subject/catalog number</td>
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<tr>
<td>Current number of units/credits</td>
<td>Proposed number of units/credits</td>
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<td>Proposed Prerequisite minimum GPA of 3.0 and 75 hours of completed coursework.</td>
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<td>Current Co-requisite</td>
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<td>Do you want to remove this course from either the Liberal Studies Course list and or the Diversity Course list? Liberal Studies □ Diversity □</td>
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</table>

9. Justification for course change. Please indicate how past assessments of student learning prompted proposed changes.

The change in description unifies all the FCB's independent studies. The prerequisite change assures that students are prepared to take on the rigor of an independent study.

10. Approvals

Department Chair/Unit Head (if appropriate)/Date

[Signature] 10/12/09

Chair of college curriculum committee/Date

[Signature] 10/12/09

Revised 8/08

[Signature] 10/12/09
1. Is this course a Diversity or Liberal Studies Course? Liberal Studies □ Diversity □ Both □


3. College of Business

4. Academic Unit/Department

5. Current course subject/catalog number ECO 201

6. Current catalog title, course description and units. (Cut and paste from current on-line academic catalog /www4.nau.edu/aio/AcademicCatalog/academiccatalogs.htm).

ECO 201 QUANTITATIVE METHODS (3)
Basic business statistics including a review of descriptive measures, selected discrete probability distributions, selected continuous probability distributions, and statistical inference; statistical decision making, correlation, and regression. Letter grade only. Course fee required. Prerequisite: MAT 119 and Prerequisite or Corequisite: CIS 120 or CIS 120H

Show the proposed changes in this column. Please BOLD the changes, to differentiate from what is not changing.

ECO 201 QUANTITATIVE METHODS (3)
Basic business statistics including a review of descriptive measures, selected discrete probability distributions, selected continuous probability distributions, and statistical inference; statistical decision making, correlation, and regression. Letter grade only. Course fee required. Prerequisite: MAT 119 with a grade greater than or equal to “C” and Prerequisite or Corequisite: CIS 120 or CIS 120H

7. Is this course required or an elective in any other plan (major, minor, certificate)? Yes □ No □ If yes, explain and provide supporting documentation from the affected departments.

8. Does this change affect community college articulation? Yes □ No x If yes, explain how in the justification and provide supporting documentation from the affected institutions.

Is the course a Common Course as defined by your Articulation Task Force? Yes □ No x If yes, has the change been approved by the Articulation Task Force? Yes □ No □ If this course has been listed in the Course Equivalency Guide, should that listing be left as is □ or be revised □

If revised, how should it be revised? ____

Revised 8/08
### IN THE FOLLOWING SECTION, COMPLETE ONLY WHAT IS CHANGING

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Do you want to remove this course from either the Liberal Studies Course list and or the Diversity Course list?  Liberal Studies □  Diversity □

9. Justification for course change. Please indicate how past assessments of student learning prompted proposed changes.

To be successful in ECO 201 a student must be able to grasp the material in MAT 119.

10. Approvals

Department Chair/ Unit Head (if appropriate)/ Date

Chair of college curriculum committee/Date

Dean of college/Date

For Committee use only

For University Curriculum Committee/Date

Action taken: □ approved as submitted □ approved as modified
1. Is this course a Diversity or Liberal Studies Course? Liberal Studies ☐  Diversity ☐  Both ☐


3. College of Business

4. Academic Unit/Department

5. Current course subject/catalog number ECO 321

6. Current catalog title, course description and units. (Cut and paste from current on-line academic catalog www4.nau.edu/aio/AcademicCatalog/academiccatalogs.htm).

ECO 321 INTERMEDIATE BUSINESS STATISTICS (3)
Further training in quantitative analysis and business problems; probability, unrestricted and stratified sampling, statistical estimation, statistical decision making, test of hypotheses, analysis of variance, single and multiple regression and nonparametric statistics. Letter grade only. Course fee required. Prerequisite: Business Major Status Milestone or SBS Economics-Extended Major (BS)

Show the proposed changes in this column. Please BOLD the changes, to differentiate from what is not changing.

ECO 321 INTERMEDIATE BUSINESS STATISTICS (3)
Further training in quantitative analysis and business problems; probability, unrestricted and stratified sampling, statistical estimation, statistical decision making, test of hypotheses, analysis of variance, single and multiple regression and nonparametric statistics. Letter grade only. Course fee required. Prerequisite: Business Major Status Milestone or SBS Economics-Extended Major (BS) and ECO 201

7. Is this course required or an elective in any other plan (major, minor, certificate)? Yes ☐  No ☐
If yes, explain and provide supporting documentation from the affected departments.

8. Does this change affect community college articulation? Yes ☐  No ☐
If yes, explain how in the justification and provide supporting documentation from the affected institutions.

Is the course a Common Course as defined by your Articulation Task Force? Yes ☐  No ☐
If yes, has the change been approved by the Articulation Task Force? Yes ☐  No ☐
If this course has been listed in the Course Equivalency Guide, should that listing be left as is ☐  or be revised ☐
If revised, how should it be revised? ______

Revised 8/08
## IN THE FOLLOWING SECTION, COMPLETE ONLY WHAT IS CHANGING

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Do you want to remove this course from either the Liberal Studies Course list and or the Diversity Course list? Liberal Studies ☐ Diversity ☐

9. Justification for course change. Please indicate how past assessments of student learning prompted proposed changes.

ECO 321 is one of the FCB courses that is open to students who are not in the BPP. So, for instance, our SBS economics majors wouldn't necessarily have the 201 ahead of the 321 even though they should.

10. Approvals

Department Chair/Unit Head (if appropriate)/Date

[Signature] 10/12/09

Chair of college curriculum committee/Date

[Signature] 10/12/09

Dean of college/Date

[Signature] 10/12/09

For Committee use only

[Signature] 10/26/09

For University Curriculum Committee/Date

Action taken: ☑ approved as submitted ☑ approved as modified
### University Curriculum Committee
Proposal for Course Change

1. Is this course a Diversity or Liberal Studies Course?  
   Liberal Studies □  Diversity □  Both □

2. Course change effective beginning of what term and year?  
   Fall 2010

3. College  
   The W. A. Franke College of Business

4. Academic Unit/Department

5. Current course subject/catalog number  
   MGT 303

6. Current catalog title, course description and units. (Cut and paste from current on-line academic catalog)  
   [www4.nau.edu/aio/AcademicCatalog/academiccatalogs.htm].
   MGT 303 CONCEPTS IN MANAGEMENT  
   (3)  
   Surveys management of organizations; includes international, societal, and organizational structure issues. Business majors may not take this course for credit toward FCB requirements. Prerequisite: Junior Status or higher and not Business Major Status Milestone and not completing the Business Preparation

   Show the proposed changes in this column. Please BOLD the changes, to differentiate from what is not changing.

   MGT 303 CONCEPTS IN MANAGEMENT  
   (3)  
   Surveys management of organizations; includes international, societal, and organizational structure issues. (Note: If you’re enrolled in a B.S., B.S. B.A., or M.B.A. program within The W. A. Franke College of Business, you cannot take this course for credit). Prerequisite: Junior Status or higher and not Business Major Status Milestone and not completing the Business Preparation Plan

7. Is this course required or an elective in any other plan (major, minor, certificate)?  
   Yes □  No □
   If yes, explain and provide supporting documentation from the affected departments.

8. Does this change affect community college articulation?  
   Yes □  No x
   If yes, explain how in the justification and provide supporting documentation from the affected institutions.

   Is the course a Common Course as defined by your Articulation Task Force?  
   Yes □  No x
   If yes, has the change been approved by the Articulation Task Force?  
   Yes □  No □

   If this course has been listed in the Course Equivalency Guide, should that listing be left as is □  or be revised □

   If revised, how should it be revised?  

Revised 8/08
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<td>Liberal Studies ☐</td>
<td>Diversity ☐</td>
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9. Justification for course change. Please indicate how past assessments of student learning prompted proposed changes.

Currently that language is only in the FIN 303 course and we apparently have some BSBA and BSACC students trying to get credit for them.

10. Approvals

Department Chair/ Unit Head (if appropriate)/ Date

Chair of college curriculum committee/Date

Dean of college/Date

For Committee use only

For University Curriculum Committee/Date

Action taken: ☑ approved as submitted ☑ approved as modified

Revised 8/08
### University Curriculum Committee
#### Proposal for Course Change

1. Is this course a Diversity or Liberal Studies Course?  
   - Liberal Studies  
   - Diversity  
   - Both  

2. Course change effective beginning of what term and year?  
   - (ex. Spring 2008, Summer 2008)  
   - See effective dates calendar.  
   - **Fall 2010**

3. College  
   - The W. A. Franke College of Business

4. Academic Unit/Department

5. Current course subject/catalog number  
   - **MKT 303**

6. Current catalog title, course description and units. (Cut and paste from current on-line academic catalog)  
   - [www4.nau.edu/aol/AcademicCatalog/academiccatalogs.htm](www4.nau.edu/aol/AcademicCatalog/academiccatalogs.htm).

   **MKT 303 CONCEPTS IN MARKETING**  
   - **(3)**  
   
   Surveys marketing concepts and practices, including customer value, the marketing mix, and the environment within which marketing operates. Business majors may not take this course for credit toward FCB requirements. Prerequisite: Junior Status or higher.

   **Show the proposed changes in this column. Please BOLD the changes, to differentiate from what is not changing.**

   **MKT 303 CONCEPTS IN MARKETING**  
   - **(3)**  
   
   Surveys marketing concepts and practices, including customer value, the marketing mix, and the environment within which marketing operates.  
   
   (Note: If you're enrolled in a B.S., B.S.B.A., or M.B.A. program within The W. A. Franke College of Business, you cannot take this course for credit). Prerequisite: Junior Status or higher

7. Is this course required or an elective in any other plan (major, minor, certificate)?  
   - Yes  
   - No  
   - If yes, explain and provide supporting documentation from the affected departments.

8. Does this change affect community college articulation?  
   - Yes  
   - No  
   - If yes, explain how in the justification and provide supporting documentation from the affected institutions.

   Is the course a Common Course as defined by your Articulation Task Force?  
   - Yes  
   - No  
   - If yes, has the change been approved by the Articulation Task Force?  
     - Yes  
     - No  

   If this course has been listed in the **Course Equivalency Guide**, should that listing  
   - be left as is  
   - or be revised  

   If revised, how should it be revised?  

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Revised 8/08
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Do you want to remove this course from either the Liberal Studies Course list and or the Diversity Course list? Liberal Studies □ Diversity □

9. Justification for course change. Please indicate how past assessments of student learning prompted proposed changes.

Currently that language is only in the FIN 303 course and we apparently have some BSBA and BSACC students trying to get credit for them.

10. Approvals

Department Chair/ Unit Head (if appropriate)/ Date

\[\text{Signature} 10/12/09\]

Chair of college curriculum committee/Date

\[\text{Signature} 10/12/09\]

Dean of college/Date

\[\text{Signature} 10/12/09\]

For Committee use only

\[\text{Signature} 12/20/09\]

For University Curriculum Committee/Date

Action taken: ☑ approved as submitted ☑ approved as modified

Revised 8/08
### Proposal for new Academic Plan, Plan change, or Plan Deletion

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| **1. College** | The W. A. Franke  
College of Business |
| **3. Academic Plan Name** | B.S. Accountancy,  
B.S.B.A. Business  
Economics,  
B.S.B.A. Marketing |
| **2. Academic Unit/Department** |   |
| **4. Subplan (if applicable)?** |   |
| **5. Effective Date** | FALL  
2010 |
| **6. Is this proposal for a**: |  
□ New Plan  
□ New Subplan  
X Plan Change*  
□ Subplan Change  
□ Subplan Deletion  
□ Plan Deletion |

Revised 09/07
Plan changes must be accompanied by an updated 8 semester plan. Plan Changes, place the existing catalog text in this column. Please copy and paste the text directly from the current online academic catalog: (http://www4.nau.edu/aio/AcademicCatalog/academicCatalogs.htm)

Be sure you include all catalog text that pertains to this plan change.

For New Plans, leave this column blank.

**MAJOR REQUIREMENTS**
You must complete the following 36 units of major courses, certificate requirements, and other major requirements.

Be aware that you must complete at least 15 units in your major and 9 units of the upper-division business core at The W.A. Franke College of Business (FCB). In addition, you must earn 50% of your overall business units required for your degree at the FCB. MGT 490C (Business Strategy) and the junior writing requirement if filled by either MGT 350W or MGT 350IW (Business Communication) must also be completed at the FCB. Students who satisfy the junior writing requirement with ENG 302 (Technical Writing) must complete that course at NAU. All transfer credits must be approved by the FCB and are subject to guidelines listed in the current general catalog.

Finally, at least 44 units of your coursework must come from courses that do not have business prefixes.

Students earning two B.S.B.A. majors within The W.A. Franke College of Business must take 18 credit units in the first major in addition to 18 units exclusive to the second major (for a total of 36).

You must have completed all the coursework used to fill business major and core requirements within the last 10 years.

Show the proposed changes in this column. Please BOLD the changes, to differentiate from what is not changing and strikethrough what is being deleted. (Describe the changed requirements under headings that match those used in the left column. Please be aware that if the units are not totaled correctly, the catalog editor will adjust them accordingly.)

**MAJOR REQUIREMENTS**
You must complete the following 36 units of major courses, certificate requirements, and other major requirements.

If you are in the pre-professional program and have completed all required courses with grades of C or higher but have a grade point average in those courses that is below the acceptable grade point average for admission to the professional program, you may repeat up to two of the required courses in which you earned a C to meet the minimum grade point average requirement. You may only repeat a required course in which you earned a grade of C one time.

Be aware that you must complete at least 15 units in your major and 9 units of the upper-division business core at The W.A. Franke College of Business (FCB). In addition, you must earn 50% of your overall business units required for your degree at the FCB. MGT 490C (Business Strategy) and the junior writing requirement if filled by either MGT 350W or MGT 350IW (Business Communication) must also be completed at the FCB. Students who satisfy the junior writing requirement with ENG 302 (Technical Writing) must complete that course at NAU. All transfer credits must be approved by the FCB and are subject to guidelines listed in the current general catalog.

Finally, at least 44 units of your coursework must come from courses that do not have business prefixes.

Students earning two B.S.B.A. majors within The W.A. Franke College of Business must take 18 credit units in the first major in addition to 18 units exclusive to the second major (for a total of 36).

You must have completed all the coursework used to fill business major and core requirements within the last 10 years.

Revised 09/07
Other Major Requirements
Also take 12 units in the following categories. These courses represent the General Academic Requirements (GAR) for The W. A. Franke College of Business. Some of these courses also fulfill liberal studies requirements; for information about the overlap between the GAR and liberal studies, consult an advisor in room 222 of the college.

- critical thinking requirement:
Choose from CS 122, 123, and 126; ECO 321, ENG 210 and 211; MAT 131 and 136; PHI 103, 203, 223, 301, 323, and 359; and SC 217, 300W, and 318. (3 units)
- ethics requirement:
Choose from CCJ 450; HUM 371, MGT 470C and PHI 105, 325, 331, and 332. (3 units)
- NAU’s junior writing requirement:
Choose from ENG 302W (3 units), and MGT 350W or MGT 350IW (if you take MKT 333I and MGT 300I).
- international requirement:
(Please note that you may not use any course that fulfills NAU’s ethnic diversity or global awareness requirements to meet The W. A. Franke College of Business international requirement.)
Choose from ANT 301; CHI 201:202; CCJ 315; COM 223 and 472; ECO 483 and 486; ENG 253 and 327; FIN 480; FRE 201:202 and 223:323:423; GER 201:202 and 223:323:423; GGR 240 and 241; HA 284, 390, 494, and 495; HIS 344, 351, 360, 381, and 451; HUM 381; ITA 201:202; JPN 201:202; MER 333; MGT 380, 385, 405; MKT 480; POS 120, 360, 361, 362, and 364; REL 150; RUS 201:202; SPA 201:202, 221:222, 223:323:423, and 310; and WLLC 140 and 160 (3 units).

Other Major Requirements
Also take 3 units from each of the following categories. These courses represent the General Academic Requirements (GAR) for The W. A. Franke College of Business. Some of these courses also fulfill liberal studies requirements; for information about the overlap between the GAR and liberal studies, consult an advisor in room 222 of the college.

- critical thinking requirement:
Choose from CS 122, 123, and 126; ECO 321, ENG 210 and 211; MAT 131 and 136; PHI 103, 203, 223, 301, 323, and 359; and SC 217, 300W, and 318. (3 units)
- ethics requirement:
Choose from MGT 470C and PHI 105, 325, or 351. (3 units)
- NAU’s junior writing requirement:
Choose from ENG 302W (3 units), and MGT 350W or MGT 350IW (if you take MKT 333I and MGT 300I).
- international requirement:
(Please note that you may not use any course that fulfills NAU’s ethnic diversity or global awareness requirements to meet The W. A. Franke College of Business international requirement.)
Choose from ANT 301; CHI 201:202; CCJ 315; COM 223 and 472; ECO 483 and 486; ENG 253 and 327; FIN 480; FRE 201:202 and 223:323:423; GER 201:202 and 223:323:423; GGR 240 and 241; HA 284, 390, 494, and 495; HIS 344, 351, 360, 381, and 451; HUM 381; ITA 201:202; JPN 201:202; MER 333; MGT 380, 385, 405; MKT 480; POS 120, 360, 361, 362, and 364; REL 150; RUS 201:202; SPA 201:202, 221:222, 223:323:423, and 310; and WLLC 140 and 160 (3 units).

8. For undergraduate plans, will this requirement be a student individualized plan*?  □ no  □ yes

*A Student Individualized Plan is an academic requirement that varies by student, such as the 15-unit BALS focus, for which coursework requirements are established by the student in consultation with the advisor.

If yes, the academic unit listed at the top of this form hereby takes responsibility for providing complete information about each student's individual requirements for the degree audit system.

Revised 09/07
9. For undergraduate plans, will a milestone** be used to:
   □ a. verify satisfactory completion of a non course requirement.
   □ b. indicate admission to a major.
   □ c. will not be used.
   **A milestone is used to record noncourse requirements, such as the HRM 800-hour work experience requirement or admission to Business Major status.
   If yes, the academic unit listed at the top of this form hereby takes responsibility for maintaining the milestone and keeping individual student records up to date.


11. Justification for proposal. Please indicate how past assessments of student learning prompted proposed changes.
   We are adding verbiage from our general admissions page to each of our majors for clarity.
   As for the ethics requirement, after reviewing all the courses we found these to be the only ones that are in line with our criteria.

12. If this academic plan/subplan will require additional faculty, space, or equipment, how will these requirements be satisfied?
   N/A

13. Will this academic plan/subplan affect other majors, liberal studies course offerings, plans/subplans, curricula, or enrollment at NAU?
   If so, attach supporting documentation from the affected departments/units and college dean.
   N/A

14. Will present library holdings support this academic plan/subplan?
   yes

Certifications

Department Chair/Unit Head (if appropriate) Date

Chair of college curriculum committee Date

Dean of college Date

For committee use only.

For University Curriculum Committee Date

Action taken: approved as submitted approved as modified

Note: Submit original to associate provost's office. That office will provide copies to the college dean, department chair, and Academic Information Office after approval.

Revised 09/07
University Curriculum Committee
Proposal for new Academic Plan, Plan change, or Plan Deletion

<table>
<thead>
<tr>
<th>1. College</th>
<th>The W. A. Franke College of Business</th>
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<tr>
<td>2. Academic Unit/Department</td>
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<tr>
<td>3. Academic Plan Name</td>
<td>B.S.B.A. Finance</td>
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<td>4. Subplan (if applicable)?</td>
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<td>6. Is this proposal for a:</td>
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<td>□ New Subplan □ Subplan Change □ Subplan Deletion</td>
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*Plan changes must be accompanied by an updated 8 semester plan.*
For Plan Changes, place the existing catalog text in this column. Please copy and paste the text directly from the current online academic catalog:

(http://www4.nau.edu/cio/AcademicCatalog/academiccatalogs.html)

Be sure you include all catalog text that pertains to this plan change

Show the proposed changes in this column. Please BOLD the changes, to differentiate from what is not changing and strikethrough what is being deleted.

(Describe the changed requirements under headings that match those used in the left column. Please be aware that if the units are not totaled correctly, the catalog editor will adjust them accordingly.)

### Major Requirements

Complete the following 36 units of major courses, certificate requirements, and other major requirements.

Be aware that you must complete at least 15 units in your major and 9 units of the upper-division business core at The W.A. Franke College of Business (FCB). In addition, you must earn 50% of your overall business units required for your degree at the FCB. MGT 490C (Business Strategy) and the junior writing requirement if filled by either MGT 350W or MGT 350IW (Business Communication) must also be completed at the FCB. Students who satisfy the junior writing requirement with ENG 302 (Technical Writing) must complete that course at NAU. All transfer credits must be approved by the FCB and are subject to guidelines listed in the current general catalog.

Finally, at least 44 units of your coursework must come from courses that do not have business prefixes.

Students earning two B.S.B.A. majors within the W.A. Franke College of Business must take 18 credit units in the first major in addition to 18 units exclusive to the second major (for a total of 36).

You must have completed all the coursework used to fill business major and core requirements within the last 10 years.

---

### Major Requirements

Complete the following 36 units of major courses, certificate requirements, and other major requirements.

If you are in the pre-professional program and have completed all required courses with grades of C or higher but have a grade point average in those courses that is below the acceptable grade point average for admission to the professional program, you may repeat up to two of the required courses in which you earned a C to meet the minimum grade point average requirement. You may only repeat a required course in which you earned a grade of C one time.

Be aware that you must complete at least 15 units in your major and 9 units of the upper-division business core at The W.A. Franke College of Business (FCB). In addition, you must earn 50% of your overall business units required for your degree at the FCB. MGT 490C (Business Strategy) and the junior writing requirement if filled by either MGT 350W or MGT 350IW (Business Communication) must also be completed at the FCB. Students who satisfy the junior writing requirement with ENG 302 (Technical Writing) must complete that course at NAU. All transfer credits must be approved by the FCB and are subject to guidelines listed in the current general catalog.

Finally, at least 44 units of your coursework must come from courses that do not have business prefixes.

Students earning two B.S.B.A. majors within the W.A. Franke College of Business must take 18 credit units in the first major in addition to 18 units exclusive to the second major (for a total of 36).

You must have completed all the coursework used to fill business major and core requirements within the last 10 years.
Major Courses
Take the following 18 units:
- ECO 473 (3 units)
- FIN 331, 340, 350, and 480 (12 units)
- one of FIN 421, 431, or 451 (3 units)

Certificate Requirements
Complete a certificate plan within The W. A. Franke College of Business or obtain your advisor’s approval to take either 6 additional units of upper-division business courses or a minor or certificate plan outside The W. A. Franke College of Business.

Other Major Requirements
Also take 12 units in the following categories. These courses represent the General Academic Requirements (GAR) for The W. A. Franke College of Business. Some of these courses also fulfill liberal studies requirements; for information about the overlap between the GAR and liberal studies, consult an advisor in room 222 of the college.
- critical thinking requirement:
  Choose from CS 122, 123, and 126; ECO 321, ENG 210 and 211; MAT 131 and 136; PHI 103, 203, 223, 301, 323, and 359; and SC 217, 300W, and 318. (3 units)
  ethics requirement:
  Choose from CCJ 450; HUM 371, MGT 470C and PHI 105, 325, 331, and 332. (3 units)
  NAU’s junior writing requirement:
  Choose from ENG 302W (3 units) and MGT 350W or MGT 350IW (if you take MKT 333I and MGT 300I).
- international requirement:
  (Please note that you may not use any course that fulfills NAU’s ethnic diversity or global awareness requirements to meet The W. A. Franke College of Business international requirement.)
  Choose from ANT 301; CHI 201:202; CCJ 315; COM 223 and 472; ECO 483 and 486; ENG 253 and 327; FIN 480; FRE 201:202 and 223:323:423; GER 201:202 and 223:323:423; GGR 240 and 241; HA 284, 390, 494, and 495; HIS 344, 351, 360, 381, and 451; HUM 381; ITA 201:202; JPN 201:202; MGT 380, 385, 405; MKT 480; POS 120, 360, 361, 362, and 364; REL 150; RUS 201:202; SPA 201:202, 221:222, 223:323:423, and 310; and WLLC 140 and 160 (3 units).

Major Courses
Take the following 18 units:
- ECO 473 (3 units)
- FIN 331, 340, 350, and 480 (12 units)
- one of FIN 421, 431, or 451 (3 units)

Certificate Requirements
Complete a certificate plan within The W. A. Franke College of Business or obtain your advisor’s approval to take either 6 additional units of upper-division business courses or a minor or certificate plan outside The W. A. Franke College of Business.

Other Major Requirements
Also take 3 units from each of the following categories. These courses represent the General Academic Requirements (GAR) for The W. A. Franke College of Business. Some of these courses also fulfill liberal studies requirements; for information about the overlap between the GAR and liberal studies, consult an advisor in room 222 of the college.
  - critical thinking requirement:
  Choose from CS 122, 123, and 126; ECO 321, ENG 210 and 211; MAT 131 and 136; PHI 103, 203, 223, 301, 323, and 359; and SC 217, 300W, and 318. (3 units)
  - ethics requirement:
  Choose from MGT 470C and PHI 105, 325, or 351. (3 units)
  - NAU’s junior writing requirement:
  Choose from ENG 302W (3 units) and MGT 350W or MGT 350IW (if you take MKT 333I and MGT 300I).
  - international requirement: This requirement is met by FIN 480 in the major.
8. For undergraduate plans, will this requirement be a student individualized plan? □ no □ yes
   *A Student Individualized Plan is an academic requirement that varies by student, such as the 15-unit BA/LS focus, for which coursework requirements are established by the student in consultation with the advisor.
   If yes, the academic unit listed at the top of this form hereby takes responsibility for providing complete information about each student’s individual requirements for the degree audit system.

9. For undergraduate plans, will a milestone** be used to:
   □ a. verify satisfactory completion of a non course requirement.
   □ b. indicate admission to a major.
   □ c. will not be used.
   **A Milestone is used to record noncourse requirements, such as the HRM 800-hour work experience requirement or admission to Business Major status.
   If yes, the academic unit listed at the top of this form hereby takes responsibility for maintaining the milestone and keeping individual student records up to date.


11. Justification for proposal. Please indicate how past assessments of student learning prompted proposed changes.
    Since FIN 480 is required for the major it is the only course that needs to be listed under the international requirement for this major.

12. If this academic plan/subplan will require additional faculty, space, or equipment, how will these requirements be satisfied?
    no

13. Will this academic plan/subplan affect other majors, liberal studies course offerings, plans/subplans, curricula, or enrollment at NAU?
    If so, attach supporting documentation from the affected departments/units and college dean.
    no

14. Will present library holdings support this academic plan/subplan?
    yes

Certifications

Department Chair/Unit Head (if appropriate) ________________________________ Date 10/12/09
Chair of college curriculum committee ________________________________ Date 10/12/09
Dean of college ____________________________________________ Date

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For University Curriculum Committee

Action taken: [ ] approved as submitted [ ] approved as modified

Note: Submit original to associate provost’s office. That office will provide copies to the college dean, department chair, and Academic Information Office after approval.

Revised 09/07
University Curriculum Committee
Proposal for new Academic Plan, Plan change, or Plan Deletion

1. College
   The W. A. Franke
   College of Business

2. Academic
   Unit/Department

3. Academic
   Plan Name
   BSBA Economics

4. Subplan (if
   applicable)?

5. Effective Date
   FALL
   2010

6. Is this proposal for a:
   □ New Plan
   X Plan Change*
   □ Plan Deletion
   □ New Subplan
   □ Subplan Change
   □ Subplan Deletion

*Plan changes must be accompanied by an updated 8 semester plan.

7. For Plan Changes, place the existing catalog text in this column. Please copy and paste the
text directly from the current online academic catalog:
(http://www4.nau.edu/aio/AcademicCatalog/academiccatalogs.htm)
Be sure you include all catalog text that pertains to this plan change

Show the proposed changes in this column. Please BOLD the changes, to differentiate from what is not changing and strikethrough what is being deleted.
(Describe the changed requirements under headings that match those used in the left column. Please be aware that if the units are not totaled correctly, the catalog editor will adjust them accordingly.)

For New Plans, leave this column blank.

Major Courses
Take the following 18 units:
- ECO 384, 385, and 498C (9 units)
- 9 units from ECO 321, 325, 328, 356,
  420, 425, 445, 446, 464, 473, 480,
  483, 484, or 486

Major Courses
Take the following 18 units:
- ECO 384, 385, and 498C (9 units)
- 9 units from ECO 321, 325, 328, 356,
  420, 425, 445, 446, 464, 473, 480, 483,
  484, 486 or 497

8. For undergraduate plans, will this requirement be a student individualized plan**? □ no □ yes
   *A Student individualized Plan is an academic requirement that varies by student, such as the 15-unit BAILS focus, for which coursework requirements are established by the student in consultation with the advisor.
   If yes, the academic unit listed at the top of this form hereby takes responsibility for providing complete information about each student’s individual requirements for the degree audit system.

9. For undergraduate plans, will a milestone** be used to:
   □ a. verify satisfactory completion of a non course requirement.
   □ b. indicate admission to a major.
   □ c. will not be used.

Revised 09/07
A milestone is used to record noncourse requirements, such as the HRM 600-hour work experience requirement or admission to Business Major status. If yes, the academic unit listed at the top of this form hereby takes responsibility for maintaining the milestone and keeping individual student records up to date.


11. Justification for proposal. Please indicate how past assessments of student learning prompted proposed changes.

Since 497 is a good alternative to a regular course it is now included as a course choice for the major.

12. If this academic plan/subplan will require additional faculty, space, or equipment, how will these requirements be satisfied?
   N/A

13. Will this academic plan/subplan affect other majors, liberal studies course offerings, plans/subplans, curricula, or enrollment at NAU?
   If so, attach supporting documentation from the affected departments/units and college dean.
   N/A

14. Will present library holdings support this academic plan/subplan?
   yes

Certifications

[Signatures and dates]

For committee use only

[Signature and date]

For University Curriculum Committee

[Signature and date]

Action taken: X approved as submitted

Note: Submit original to associate provost's office. That office will provide copies to the college dean, department chair, and Academic Information Office after approval.

Revised 09/07
University Curriculum Committee
Proposal for new Academic Plan, Plan change, or Plan Deletion

1. College
   The W. A. Franke College of Business

2. Academic Unit/Department

3. Academic Plan Name
   Certificate in Business Economics

4. Subplan (if applicable)?

5. Effective Date
   FALL 2010

6. Is this proposal for a:
   □ New Plan  X Plan Change*  □ Plan Deletion
   □ New Subplan  □ Subplan Change  □ Subplan Deletion

*Plan changes must be accompanied by an updated 8 semester plan.

7. For Plan Changes, place the existing catalog text in this column. Please copy and paste the text directly from the current online academic catalog:
   (http://www4.nau.edu/eio/AcademicCatalog/academiccatalogs.htm)
   Be sure you include all catalog text that pertains to this plan change.

   Certificate in Business Economics
   To complete this certificate, you take the following 15 units with a cumulative grade point average of at least 2.00:
   - ECO 284 and 285 (6 units)
   - 9 units from ECO 321, 325, 356, 384, 385, 420, 425, 445, 446, 464, 473, 480, 483, 484, 486, and 498C

   Be aware that some courses required for this certificate may have prerequisites that you must also take. Check NAU's Course Catalog to find out.

   Show the proposed changes in this column. Please BOLD the changes, to differentiate from what is not changing and strikethrough what is being deleted.
   (Describe the changed requirements under headings that match those used in the left column. Please be aware that if the units are not totaled correctly, the catalog editor will adjust them accordingly.)

   Certificate in Business Economics
   To complete this certificate, you take the following 15 units with a cumulative grade point average of at least 2.00:
   - ECO 284 and 285 (6 units)
   - 9 units from ECO 321, 325, 328, 356, 384, 385, 420, 425, 445, 446, 464, 473, 480, 483, 484, 486, and 498C

   Be aware that some courses required for this certificate may have prerequisites that you must also take. Check NAU's Course Catalog to find out.

8. For undergraduate plans, will this requirement be a student individualized plan*?  □ no  □ yes

   *A Student Individualized Plan is an academic requirement that varies by student, such as the 15-unit BAILS focus, for which coursework requirements are established by the student in consultation with the advisor.
   If yes, the academic unit listed at the top of this form hereby takes responsibility for providing complete information about each student's individual requirements for the degree audit system.

Revised 09/07
9. For undergraduate plans, will a milestone** be used to:
   a. verify satisfactory completion of a non course requirement.
   b. indicate admission to a major.
   c. will not be used.

**A Milestone is used to record noncourse requirements, such as the HRM 800-hour work experience requirement or admission to Business Major status.
If yes, the academic unit listed at the top of this form hereby takes responsibility for maintaining the milestone and keeping individual student records up to date.


11. Justification for proposal. Please indicate how past assessments of student learning prompted proposed changes.
    ECO 328 was approved as a new class last year by the UCC and now needs to be an option for the certificate.

12. If this academic plan/subplan will require additional faculty, space, or equipment, how will these requirements be satisfied?
    N/A

13. Will this academic plan/subplan affect other majors, liberal studies course offerings, plans/subplans, curricula, or enrollment at NAU?
    If so, attach supporting documentation from the affected departments/units and college dean.
    N/A

14. Will present library holdings support this academic plan/subplan?
    yes

Certifications

[Signatures and dates]

For committee use only

[Signatures and dates]

Action taken: [Signature] approved as submitted [Signature] approved as modified

Note: Submit original to associate provost's office. That office will provide copies to the college dean, department chair, and Academic Information Office after approval.
University Curriculum Committee
Proposal for new Academic Plan, Plan change, or Plan Deletion

| 1. College | The W. A. Franke College of Business |
| 2. Academic Unit/Department |
| 3. Academic Plan Name | BSBA Accountancy |
| 4. Subplan (if applicable)? |
| 5. Effective Date | FALL 2010 |
| 6. Is this proposal for a: | ☐ New Plan | X Plan Change* | ☐ Plan Deletion |
| ☐ New Subplan | ☐ Subplan Change | ☐ Subplan Deletion |

*Plan changes must be accompanied by an updated 8 semester plan.

7. For Plan Changes, place the existing catalog text in this column. Please copy and paste the text directly from the current online academic catalog:
(http://www4.nau.edu/aio/AcademicCatalog/academiccatalogs.htm)
Be sure you include all catalog text that pertains to this plan change.

For New Plans, leave this column blank.

MAJOR CORE COURSES
You take 24 units, consisting of these 21 units with a cumulative grade point average of 2.0:
- ACC 300, 302, 355, 356, 440, 455, and 460
- Plus 3 units from the following: ACC 402, 405, or 456

Continuation in the B.S. Accountancy program is predicated on achieving grades of C or better in ACC 300 and ACC 355 within three attempts in the class. A grade of “W” will count in the total attempts allowed for all upper-division ACC courses.

Show the proposed changes in this column. Please BOLD the changes, to differentiate from what is not changing and strikethrough what is being deleted.
(Describe the changed requirements under headings that match those used in the left column. Please be aware that if the units are not totaled correctly, the catalog editor will adjust them accordingly.)

MAJOR CORE COURSES
You take 24 units with a cumulative grade point average of 2.0 consisting of:
- the following 21 units:
  ACC 300, 302, 355, 356, 440, 455, and 460
- Plus 3 units from the following: ACC 402, 405, or 456

Continuation in the B.S. Accountancy program is predicated on successful completion of a skills assessment and successful completion of all upper-division ACC courses within 3 attempts. Successful completion of ACC 300 and ACC 355 requires a grade of C or better. A grade of “W” will count in the total attempts allowed for all upper-division ACC courses.

8. For undergraduate plans, will this requirement be a student individualized plan*? ☐ no ☐ yes

*A Student Individualized Plan is an academic requirement that varies by student, such as the 15-unit BAILS focus, for which coursework requirements are established by the student in consultation with the advisor.
If yes, the academic unit listed at the top of this form hereby takes responsibility for providing complete information about each student's individual requirements for the degree audit system.

9. For undergraduate plans, will a milestone** be used to:
   □ a. verify satisfactory completion of a non course requirement.
   □ b. indicate admission to a major.
   □ c. will not be used.

**A Milestone is used to record noncourse requirements, such as the HRM 800-hour work experience requirement or admission to Business Major status.

If yes, the academic unit listed at the top of this form hereby takes responsibility for maintaining the milestone and keeping individual student records up to date.


11. Justification for proposal. Please indicate how past assessments of student learning prompted proposed changes.

Rewording of UCC approvals passed last year to make them more transparent for our students.

12. If this academic plan/subplan will require additional faculty, space, or equipment, how will these requirements be satisfied?
   N/A

13. Will this academic plan/subplan affect other majors, liberal studies course offerings, plans/subplans, curricula, or enrollment at NAU?
   If so, attach supporting documentation from the affected departments/units and college dean.
   N/A

14. Will present library holdings support this academic plan/subplan?
   yes

Certifications

Department Chair/ Unit Head (if appropriate) ____________________________ Date 10/12/09

Chair of college curriculum committee ____________________________ Date 10/12/09

Dean of college ____________________________ Date 10/12/09

For committee use only ____________________________ 10-26-09

For University Curriculum Committee ____________________________ Date

Action taken: ____________________________ approved as submitted ____________________________ approved as modified

Note: Submit original to associate provost's office. That office will provide copies to the college dean, department chair, and Academic Information Office after approval.

Revised 09/07
# University Curriculum Committee

**Proposal for new Academic Plan, Plan change, or Plan Deletion**

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<td>2. Academic Unit/Department</td>
<td>Hotel and Restaurant Management</td>
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<td>3. Academic Plan Name</td>
<td>Certificate Hospitality Accounting for HRM Majors</td>
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*Plan changes must be accompanied by an updated 8 semester plan.*
For Plan Changes, place the existing catalog text in this column. Please copy and paste the text directly from the current online academic catalog:
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Be sure you include all catalog text that pertains to this plan change.

Show the proposed changes in this column. Please BOLD the changes, to differentiate from what is not changing and strikethrough what is being deleted.
(Describe the changed requirements under headings that match those used in the left column. Please be aware that if the units are not totaled correctly, the catalog editor will adjust them accordingly.)

To complete this certificate you must be a declared HRM major and take the following units:
- 3 units ACC255, Principles of Accounting, Financial
- 3 units ACC256, Principles of Accounting, Managerial
- 3 units ACC300, Accounting Systems
- 3 units ACC355, Financial Reporting I
- 3 units HA260, Hospitality Managerial Accounting
- 3 units HA355, Food and Beverage Cost Control
- 3 units HA415, Revenue Management

Optional Courses
- HA408 or ACC408 Fieldwork Experience - accounting internships in the hospitality industry

You must have completed all the coursework used to fill HRM certificate requirements within the last 10 years.

Click here for more information about Accounting courses and Hospitality Administration courses and faculty.

To complete this certificate you must be a declared HRM major, successfully complete a skills assessment as a prerequisite for ACC 300 and ACC 355 and take the following 21 units:
- 3 units ACC255, Principles of Accounting, Financial
- 3 units ACC256, Principles of Accounting, Managerial
- 3 units ACC300, Accounting Systems
- 3 units ACC355, Financial Reporting I
- 3 units HA260, Hospitality Managerial Accounting
- 3 units HA355, Food and Beverage Cost Control
- 3 units HA415, Revenue Management

(Optional courses)

You must have completed all the coursework used to fill HRM certificate requirements within the last 10 years.

Click here for more information about Accounting courses and Hospitality Administration courses and faculty.

8. For undergraduate plans, will this requirement be a student individualized plan*?  □ no  □ yes

*A Student Individualized Plan is an academic requirement that varies by student, such as the 15-unit BAILS focus, for which coursework requirements are established by the student in consultation with the advisor.

If yes, the academic unit listed at the top of this form hereby takes responsibility for providing complete information about each student's individual requirements for the degree audit system.

9. For undergraduate plans, will a milestone** be used to:
   □ a. verify satisfactory completion of a non course requirement.
   □ b. indicate admission to a major.
   □ c. will not be used.

**A Milestone is used to record noncourse requirements, such as the HRM 800-hour work experience requirement or admission to Business Major status.

If yes, the academic unit listed at the top of this form hereby takes responsibility for maintaining the milestone and keeping individual student records up to date.

11. Justification for proposal. Please indicate how past assessments of student learning prompted proposed changes.

The skills assessment prerequisite is being added to the two ACC classes and we want to be sure this is clarified for the HRM majors receiving this certificate.

12. If this academic plan/subplan will require additional faculty, space, or equipment, how will these requirements be satisfied?
   n/a

13. Will this academic plan/subplan affect other majors, liberal studies course offerings, plans/subplans, curricula, or enrollment at NAU?
   If so, attach supporting documentation from the affected departments/units and college dean.
   n/a

14. Will present library holdings support this academic plan/subplan?
   Yes

Certifications

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Action taken: x approved as submitted     __________ approved as modified

Note: Submit original to associate provost’s office. That office will provide copies to the college dean, department chair, and Academic Information Office after approval.
## College of Business

### 1. College
- **The W. A. Franke College of Business**

### 2. Academic Unit/Department
- 

### 3. Academic Plan Name
- **General Admission Requirements**

### 4. Subplan (if applicable)?
- 

### 5. Effective Date
- **FALL 2010**

### 6. Is this proposal for a:
- [ ] New Plan
- [X] Plan Change*
- [ ] Plan Deletion
- [ ] New Subplan
- [ ] Subplan Change
- [ ] Subplan Deletion

*Plan changes must be accompanied by an updated 8 semester plan.*

Revised 09/07
For Plan Changes, place the existing catalog text in this column. Please copy and paste the text directly from the current online academic catalog: [http://www4.nau.edu/aio/AcademicCatalog/academiccatalogs.htm](http://www4.nau.edu/aio/AcademicCatalog/academiccatalogs.htm). Be sure you include all catalog text that pertains to this plan change.

*For New Plans, leave this column blank.*

### UNDERGRADUATE ADMISSION REQUIREMENTS

Admission to NAU qualifies you for admission into the pre-professional program in the W.A. Franke College of Business. You must meet the following requirements to enter our professional programs:

- Complete at least 56 units with a cumulative grade point average of 2.0 or better.

- Complete the following courses with a grade of C or better in each course: ENG 105, MAT 114 and 119, ACC 205, 255 and 256, CIS 120, and ECO 201, 284 and 285.

- If you have a 2.75 grade point average in these courses and have satisfactorily completed Pathways activities designated by the W.A. Franke College of Business, we guarantee your acceptance into our professional program. If you average less than a 2.75 in these courses but have at least a 2.5 and have satisfactorily completed all designated Pathways activities, we admit you into the professional program on a space-available basis according to the rank order of your grade point average in these courses.

- If you are in the pre-professional program and have completed all required courses with grades of C or higher but have a grade point average in those courses that is below the acceptable grade point average for admission to the professional program, you may repeat up to two of the required courses in which you earned a C to meet the minimum grade point requirements.

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Show the proposed changes in this column. Please BOLD the changes, to differentiate from what is not changing and strikethrough what is being deleted. (Describe the changed requirements under headings that match those used in the left column. Please be aware that if the units are not totaled correctly, the catalog editor will adjust them accordingly.)

### UNDERGRADUATE ADMISSION REQUIREMENTS

Admission to NAU qualifies you for admission into the pre-professional program in the W.A. Franke College of Business. You must meet the following requirements to enter our professional programs:

- Complete at least 56 units with a cumulative grade point average of 2.0 or better.

- Complete the following courses with a grade of C or better in each course: ENG 105, MAT 114 and 119, ACC 205, 255 and 256, CIS 120, and ECO 201, 284 and 285.

- If you have a 2.75 grade point average in these courses and have satisfactorily completed Pathways activities designated by the W.A. Franke College of Business, we guarantee your acceptance into our professional program. If you average less than a 2.75 in these courses but have at least a 2.5 and have satisfactorily completed all designated Pathways activities, we admit you into the professional program on a space-available basis according to the rank order of your grade point average in these courses.

- If you are in the pre-professional program and have completed all required courses with grades of C or higher but have a grade point average in those courses that is below the acceptable grade point average for admission to the professional program, you may repeat up to two of the required courses in which you earned a C to meet the minimum grade point average requirement. You may only repeat a required course in which you earned a grade of C one time.
average requirement. You may only repeat a required course in which you earned a grade of C one time.

- For the B.S. Accountancy program, successfully complete a skills assessment.

- We recommend the following course sequence for your first four terms:

Please note that you should consider The W.A. Franke College of Business General Academic Requirements (GAR) when selecting liberal studies courses. See the heading Other Major Requirements within the description of your major for information about the GAR:

- Continuation in the B.S. Accountancy program is predicated on successful completion of a skills assessment and successful completion of all upper-division ACC courses within 3 attempts. Successful completion of ACC 300 and ACC 355 requires a grade of C or better. A grade of “W” will count in the total attempts allowed for all upper-division ACC courses.

- We recommend the following course sequence for your first four terms:

Please note that you should consider The W.A. Franke College of Business General Academic Requirements (GAR) when selecting liberal studies courses. See the heading Other Major Requirements within the description of your major for information about the GAR:

8. For undergraduate plans, will this requirement be a student individualized plan*?  □ no  □ yes

*A Student Individualized Plan is an academic requirement that varies by student, such as the 15-unit BAI.S focus, for which coursework requirements are established by the student in consultation with the advisor.

If yes, the academic unit listed at the top of this form hereby takes responsibility for providing complete information about each student’s individual requirements for the degree audit system.

9. For undergraduate plans, will a milestone** be used to:
   □ a. verify satisfactory completion of a non course requirement.
   □ b. indicate admission to a major.
   □ c. will not be used.

**A Milestone is used to record noncourse requirements, such as the HRM 800-hour work experience requirement or admission to Business Major status.

If yes, the academic unit listed at the top of this form hereby takes responsibility for maintaining the milestone and keeping individual student records up to date.


11. Justification for proposal. Please indicate how past assessments of student learning prompted proposed changes.

Revised 09/07
Rewording of UCC approvals passed last year to make them more transparent for our students.

12. If this academic plan/subplan will require additional faculty, space, or equipment, how will these requirements be satisfied?
   N/A

13. Will this academic plan/subplan affect other majors, liberal studies course offerings, plans/subplans, curricula, or enrollment at NAU?
   If so, attach supporting documentation from the affected departments/units and college dean.
   N/A

14. Will present library holdings support this academic plan/subplan?
   yes

Certifications

Department Chair/ Unit Head (if appropriate)

Chair of college curriculum committee

Dean of college

For committee use only

For University Curriculum Committee

Action taken: [ ] approved as submitted [ ] approved as modified

Note: Submit original to associate provost’s office. That office will provide copies to the college dean, department chair, and Academic Information Office after approval.
University Curriculum Committee
Proposal for new Academic Plan, Plan change, or Plan Deletion

<table>
<thead>
<tr>
<th>1. College</th>
<th>2. Academic Unit/Department</th>
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<tbody>
<tr>
<td>The W. A. Franke College of Business</td>
<td>___________________________</td>
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<thead>
<tr>
<th>3. Academic Plan Name</th>
<th>4. Subplan (if applicable)?</th>
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<tbody>
<tr>
<td>Minor in Business</td>
<td>___________________________</td>
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<th>5. Effective Date</th>
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<tr>
<td>FALL 2010</td>
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<tr>
<th>6. Is this proposal for a:</th>
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<tbody>
<tr>
<td>New Plan</td>
<td>X Plan Change*</td>
</tr>
<tr>
<td>New Subplan</td>
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<tr>
<td>Plan Deletion</td>
<td>Subplan Deletion</td>
</tr>
<tr>
<td>Subplan Change</td>
<td></td>
</tr>
</tbody>
</table>

*Plan changes must be accompanied by an updated 8 semester plan.

7.

Revised 09/07
For Plan Changes, place the existing catalog text in this column. Please copy and paste the text directly from the current online academic catalog:
(http://www4.nau.edu/aios/AcademicCatalog/academiccatalogs.html)

Be sure you include all catalog text that pertains to this plan change

For New Plans, leave this column blank.

Minor in Business
To complete this minor, you take the following units with a cumulative grade point average of at least 2.0:
- ACC 205, 255 and 256; ECO 284 and 285; FIN 303; MGT 303; and MKT 303 (24 units)
You must complete at least 9 units of minor courses at NAU, and you must complete the lower-division business courses before you can enroll in upper-division business courses.
You must have completed all the coursework used to fill business minor requirements within the last 10 years.
You may not minor in a business discipline if your major is in business or in Economics.
Be aware that some courses required for your minor may have prerequisites that you must also take. Check NAU’s Course Catalog to find out.

Show the proposed changes in this column. Please BOLD the changes, to differentiate from what is not changing and strikethrough what is being deleted.
(Describe the changed requirements under headings that match those used in the left column. Please be aware that if the units are not totaled correctly, the catalog editor will adjust them accordingly.)

Minor in Business
To complete this minor, you take the following units with a cumulative grade point average of at least 2.0:
- ACC 205, 255 and 256; ECO 284 and 285; FIN 303; MGT 303; and MKT 303 (24 units)
You must complete at least 9 units of minor courses at NAU, and you must complete the lower-division business courses before you can enroll in upper-division business courses.
You must have completed all the coursework used to fill business minor requirements within the last 10 years.
You may not minor in a business discipline if your major is in Business, Economics, BBA, Interdisciplinary Studies—Administration, BAS in Administration or BAS Tech Management.
Be aware that some courses required for your minor may have prerequisites that you must also take. Check NAU’s Course Catalog to find out.

8. For undergraduate plans, will this requirement be a student individualized plan*? □ no □ yes
   *A Student Individualized Plan is an academic requirement that varies by student, such as the 15-unit BAILS focus, for which coursework requirements are established by the student in consultation with the advisor.
   If yes, the academic unit listed at the top of this form hereby takes responsibility for providing complete information about each student’s individual requirements for the degree audit system.

9. For undergraduate plans, will a milestone** be used to:
   □ a. verify satisfactory completion of a non course requirement.
   □ b. indicate admission to a major.
   □ c. will not be used.

   **A Milestone is used to record noncourse requirements, such as the HRM 800-hour work experience requirement or admission to Business Major status.

Revised 09/07
If yes, the academic unit listed at the top of this form hereby takes responsibility for maintaining the milestone and keeping individual student records up to date.


11. Justification for proposal. Please indicate how past assessments of student learning prompted proposed changes. The additional majors that are now included in not being able to get the minor are all business-related majors.

12. If this academic plan/subplan will require additional faculty, space, or equipment, how will these requirements be satisfied?
   N/A

13. Will this academic plan/subplan affect other majors, liberal studies course offerings, plans/subplans, curricula, or enrollment at NAU?
   If so, attach supporting documentation from the affected departments/units and college dean.
   N/A

14. Will present library holdings support this academic plan/subplan?
   yes

Certifications

Department Chair/Unit Head (if appropriate)  
_____________________________  10/12/09
Robert Williams
Chair of college curriculum committee

Dean of college  
_____________________________  10/12/09

For committee use only  
_____________________________  10-27-09

For University Curriculum Committee  

Action taken:  
X approved as submitted  

Note: Submit original to associate provost's office. That office will provide copies to the college dean, department chair, and Academic Information Office after approval.
University Curriculum Committee
Proposal for new Academic Plan, Plan change, or Plan Deletion

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<td>3. Academic Plan Name</td>
<td>The W. Franke College of Business Certificates</td>
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<tr>
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<td>____________________________</td>
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<tr>
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</tr>
<tr>
<td>6. Is this proposal for a:</td>
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<td></td>
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*Plan changes must be accompanied by an updated 8 semester plan.

7.

Revised 09/07
For Plan Changes, place the existing catalog text in this column. Please copy and paste the text directly from the current online academic catalog: (http://www4.nau.edu/ajo/AcademicCatalog/academiccatalogs.htm)

Be sure you include all catalog text that pertains to this plan change

Show the proposed changes in this column. Please BOLD the changes, to differentiate from what is not changing and strikethrough what is being deleted.

(Describe the changed requirements under headings that match those used in the left column. Please be aware that if the units are not totaled correctly, the catalog editor will adjust them accordingly.)

General Information
We offer a number of non-degree certificates, some of which are open to all NAU students.

We guarantee your acceptance into any of our certificate plans that are open to all NAU students if you have:

- major status in The W. A. Franke College of Business
- or a 2.75 cumulative grade point average with at least 30 units earned

If you have a grade point average of less than 2.75 but at least 2.5, we will admit you into a certificate plan on a space-available basis, based on the rank order of your grade point average.

For a list of certificates open to nonbusiness majors, contact the Office of Academic Services in The W. A. Franke College of Business. If you are not a business major but wish to complete a certificate through The W. A. Franke College of Business, you must apply to the Office of Academic Services. Please note that non-business majors are not allowed to take more than 27 units of business classes with the FCB.

Check NAU's Course Catalog for a list of current prerequisites for certificate courses.

Also note that most upper-division business courses require admission to the Business Professional Program or a waiver of prerequisite. Please visit the FCB Office of Academic Services for more information.

You must have completed all the coursework used to fill business certificate requirements within the last 10 years.

Finally, you should know that you must have at least 6 units of certificate coursework that are not used in your major or other certificates, and you must complete at least 6 units of certificate coursework at NAU.

Revised 09/07
8. For undergraduate plans, will this requirement be a student individualized plan?  □ no  □ yes

* A Student Individualized Plan is an academic requirement that varies by student, such as the 15-unit BAIS focus, for which coursework requirements are established by the student in consultation with the advisor.

If yes, the academic unit listed at the top of this form hereby takes responsibility for providing complete information about each student’s individual requirements for the degree audit system.

9. For undergraduate plans, will a milestone** be used to:
   □ a. verify satisfactory completion of a non course requirement.
   □ b. indicate admission to a major.
   □ c. will not be used.

** A Milestone is used to record noncourse requirements, such as the HRM 800-hour work experience requirement or admission to Business Major status.

If yes, the academic unit listed at the top of this form hereby takes responsibility for maintaining the milestone and keeping individual student records up to date.


11. Justification for proposal. Please indicate how past assessments of student learning prompted proposed changes.

   This will preclude students from receiving minors and certificates in the same areas.

12. If this academic plan/subplan will require additional faculty, space, or equipment, how will these requirements be satisfied?

   n/a

13. Will this academic plan/subplan affect other majors, liberal studies course offerings, plans/subplans, curricula, or enrollment at NAU?

   If so, attach supporting documentation from the affected departments/units and college dean.

   n/a

14. Will present library holdings support this academic plan/subplan?

   yes

Certifications

Department Chair/Unit Head (if appropriate) Date

Chair of college curriculum committee Date

Dean of college Date

For committee use only

For University Curriculum Committee Date

Action taken: approved as submitted  approved as modified

Revised 09/07
Note: Submit original to associate provost's office. That office will provide copies to the college dean, department chair, and Academic Information Office after approval.
University Curriculum Committee
Proposal for Course Change

1. Is this course a Diversity or Liberal Studies Course? Liberal Studies ☐ Diversity ☐ Both ☐

2. Course change effective beginning of what term and year? Fall 2010

3. College CEFNS

4. Academic Unit/Department Mathematics & Statistics

5. Current course subject/catalog number MAT 401

6. Current catalog title, course description and units. (Cut and paste from current on-line academic catalog www4.nau.edu/ail/AcademicCatalog/academiccatalogs.htm).

   MAT 401 METHODS OF TEACHING SECONDARY SCHOOL MATHEMATICS I (3)

   Topics and issues related to teaching and learning of algebra and geometry in grades seven through twelve. This course contains an assessment that must be successfully completed in order to register for student teaching. Letter grade only. Prerequisite: MAT 301 with a grade greater than or equal to C

   Show the proposed changes in this column. Please BOLD the changes, to differentiate from what is not changing.

   MAT 401 METHODS OF TEACHING SECONDARY SCHOOL MATHEMATICS I (3)

   Topics and issues related to teaching and learning of numbers/operations, algebra and geometry in grades seven through twelve. This course contains an assessment that must be successfully completed in order to register for student teaching. Letter grade only. Prerequisite: MAT 301 with a grade greater than or equal to C TSM 101 and 102 with a grade greater than or equal to C or instructor consent.

7. Is this course required or an elective in any other plan (major, minor, certificate)? Yes ☒ No ☐

   If yes, explain and provide supporting documentation from the affected departments.

   This course is required for the Minor Mathematics Secondary Education. It is an elective for the Physics/Mathematics emphasis in the BS Ed. Physics: Secondary Education.
8. Does this change affect community college articulation? Yes □ No x
   If yes, explain how in the justification and provide supporting documentation from the affected institutions.

   Is the course a Common Course as defined by your Articulation Task Force? Yes □ No x
   If yes, has the change been approved by the Articulation Task Force? Yes □ No □

   If this course has been listed in the Course Equivalency Guide, should that listing be left as is x or be revised □

   If revised, how should it be revised? _____

**IN THE FOLLOWING SECTION, COMPLETE ONLY WHAT IS CHANGING**

<table>
<thead>
<tr>
<th>CURRENT</th>
<th>PROPOSED</th>
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<tbody>
<tr>
<td>Current course subject/catalog number</td>
<td>Proposed course subject/catalog number</td>
</tr>
<tr>
<td>Current number of units/credits</td>
<td>Proposed number of units/credits</td>
</tr>
<tr>
<td>Current Course Fee yes □ no □</td>
<td>If subject or catalog number change Move □ or Delete □</td>
</tr>
<tr>
<td>Current Grading Option* Letter Grade □ Pass/Fail □ or Both □</td>
<td>Proposed Grading Option* Letter Grade □ Pass/Fail □ or Both □</td>
</tr>
<tr>
<td>Current Repeat for additional Units</td>
<td>Proposed Repeat for additional Units</td>
</tr>
<tr>
<td>Current Max number of units</td>
<td>Proposed Max number of units</td>
</tr>
<tr>
<td>Current Prerequisite MAT 301 with a grade greater than or equal to C</td>
<td>Proposed Prerequisite TSM 101 and 102 with a grade greater than or equal to C or instructor consent</td>
</tr>
<tr>
<td>Current Co-requisite</td>
<td>Proposed Co-requisite</td>
</tr>
<tr>
<td>Current Co-Convene with</td>
<td>Proposed Co-Convene with</td>
</tr>
<tr>
<td>Current Cross List with</td>
<td>Proposed Cross List with</td>
</tr>
</tbody>
</table>

Revised 8/08
Do you want to remove this course from either the Liberal Studies Course list and or the Diversity Course list? Liberal Studies ☐ Diversity ☐

9. Justification for course change. Please indicate how past assessments of student learning prompted proposed changes.

There is no longer a single assessment as part of this course that must be completed in order to register for student teaching. Per program changes to the BS Ed in Mathematics Education degree as listed in the 2009-2010 catalog, the prerequisite, “TSM 101 and 102 with a grade greater than or equal to a C or instructor consent”, has replaced MAT 301 (a deleted course). Some content previously taught in MAT 301 (a deleted course) has been added to MAT 401 content.

10. Approvals

Janet M. McShane 29 Sept 2009

Department Chair/Unit Head (if appropriate)/Date

Sherry L. Howard 9/30/09

Chair of college curriculum committee/Date

J. L. 9/30/09

Dean of college/Date

For Committee use only

Ron Setl 10-21-09

For University Curriculum Committee/Date

Action taken: approved as submitted ✓ approved as modified
MAT 401 Methods of Teaching Secondary School Mathematics I
Master Course Syllabus, Effective Fall 2010
Department of Mathematics and Statistics
College of Engineering, Forestry and Natural Sciences
Northern Arizona University

**COE Vision Statement:** We develop educational leaders who create tomorrow's opportunities.

**COE Mission Statement:** Our mission is to prepare competent and committed professional who will make positive differences for children, young adults, and others in schools.

**NCATE:** This course contains signature assignments as part of NAU's NCATE Accreditation program. It is possible to pass the course without proper completion of these signature assignments; however, it may keep you from being recommended for student teaching.

**Semesters Offered:** Fall  
**Credit Hours:** 3

**Course Prerequisite:** TSM 101 and TSM 102 with a grade of C or better.

**Catalog Description:** Topics and issues related to teaching and learning of numbers/operations, algebra and geometry in grades seven through twelve.

**Course Description:**
This course will examine content, pedagogical, and technological trends and issues that are related to the teaching of numbers/operations, algebra and geometry in the 7-12 mathematics classroom.

Students will participate as learners and as developing teachers in activities and assignments that aim to increase pedagogical content knowledge of the specified content areas. Students will develop an understanding of the connections between the conceptual and procedural approaches to these mathematical topics and the corresponding curricular, instructional, technological and assessment strategies.

The course is organized into three content units: (1) numbers/operations, (2) algebra and (3) geometry, with a technology theme running throughout. Within the units, students will participate as learners in and reflect as teachers on instructional lessons; reflect on and discuss assigned tasks and readings; complete content assignments; and take a content and/or pedagogy exam.

**Student Learning Outcomes:**
By the end of the course, students will:

<table>
<thead>
<tr>
<th>Objective</th>
<th>Assessment</th>
</tr>
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<tbody>
<tr>
<td>1. Analyze, select, adapt and implement curriculum materials and pedagogical tools related to the teaching and learning of numbers/operations, algebra and geometry</td>
<td>content/pedagogy exams; lesson plans; reflections</td>
</tr>
<tr>
<td>2. Demonstrate knowledge of the use of manipulatives and technology in teaching and learning numbers/operation, algebra and geometry</td>
<td>content/pedagogy exams; lesson plans; reflections; presentations</td>
</tr>
<tr>
<td>3. Demonstrate an understanding of how students learn mathematics, including procedural and conceptual knowledge in mathematics.</td>
<td>content/pedagogy exams; reflections; content assignments</td>
</tr>
<tr>
<td>4. Demonstrate knowledge of various models of geometry (e.g. Euclidean vs. Non Euclidean and analytic vs. synthetic vs. transformational)</td>
<td>content/pedagogy exams; lesson plans; content assignments; reflections; presentations</td>
</tr>
<tr>
<td>5. Understand the role of proof in teaching and learning number/operations, algebra and geometry</td>
<td>content/pedagogy exams; content assignments; reflections; presentations</td>
</tr>
<tr>
<td>6. Demonstrate knowledge of the van Hiele model of geometry learning</td>
<td>content/pedagogy exams; content assignments</td>
</tr>
<tr>
<td>7. Demonstrate proficiency in preparing and presenting lessons on relevant school mathematics that reflect state and national content standards</td>
<td>content/pedagogy exams; lesson plans; reflections; presentations</td>
</tr>
</tbody>
</table>

Revised 8/08
Course Structure and Approach:
Intended as a course for secondary mathematics education majors, this course provides a balance of theory and applications. Each week students will participate in teaching and learning experiences through assigned readings, in-class discussions and reflections, and appropriate subject matter activities. Instructor will use a combination of content assignments, projects, lesson plans, and exams for assessment.

Textbooks
Principles and Standards for School Mathematics, NCTM 2000
Resources from other pedagogical/instructional texts & workbooks (at discretion of instructor)

Course Outline & Possible Timeline (though not necessarily sequential):
Numbers/Operations & Algebra (~ 8 weeks)
- Teaching and learning numbers/operations & algebra
- Using manipulatives to teach numbers/operations & algebra
- Using technology to teach numbers/operations & algebra
- Developing conceptual understanding of concepts related to numbers/operations & algebra
- Examining research related to student misconceptions in numbers/operations & algebra (e.g. equality, symbols, etc.)

Geometry (~ 7 weeks)
- Teaching and learning geometry
- Van Hiele model of geometry learning
- Using manipulatives to teach geometry
- Using technology to teach geometry
- Developing conceptual understanding of concepts related to geometry
- Models for geometry

Making connections between numbers/operations, algebra and/or geometry (ongoing throughout semester)
Curriculum/lesson design (ongoing throughout semester)
Journal reading and critique (ongoing throughout semester)

Assessment of Student Learning Outcomes:
Students’ progress will be assessed through a combination of tests, presentations, reflections, content assignments, projects, and/or lesson plans. At least two exams, given during the semester, will consist of both content and pedagogy appropriate for the unit (e.g. numbers/operations/algebra or geometry). Other seminal assignments include the development and implementation of and reflection upon a 5E lesson plan.

Grading System:
The means of determining grades will be established for each offering of the course by the instructor of that section and communicated to students in the syllabus for the particular section. Instructors may use their discretion to specify a distribution of value, but the following is indicative of a possible distribution:

- Content/Written Assignments 20%
- Projects 20%
- Content/Pedagogy Exams 30%
- Lesson Plans & Reflections 30%

Grades are distributed by the following percentages of the total points possible.

A 90-100%  B 80-89%  C 70-79%  D 60-69%

Standards Addressed:
- National Council of Teachers of Mathematics (NCTM) Standards Addressed in this course – 5.2, 5.3, 6.1, 8.1, 8.2, 8.4 – 8.7, 8.9, 9.2 – 9.4, 9.6, 9.7, 10.4, 10.5, 11.3, 11.4, 11.7, 15.1, 15.2 (see nctm.org/standards/default.aspx?id=58)
- Arizona Professional Teaching Standards (APTS) addressed in this course – 1.1, 1.4, 1.5, 1.7, 2.4 – 2.9, 3.1 – 3.4, 3.6, 3.7, 7.1 – 7.3, 7.5 (see ade.state.az.us/certification/downloads/Teacherstandards.pdf)

Course Policies:
Attendance policy – This policy may vary from instructor to instructor.

Make-up policy – This policy may vary from instructor to instructor.

Revised 8/08
University policies – Students are responsible for the following policies: Safe Environment, Students with Disabilities, Institutional Review Board, Academic Integrity, and Academic Contact Hour. A copy of these policies may be downloaded from the web site: http://jan.unc.nau.edu/academicadmin/plcstmt.html.
University Curriculum Committee
Proposal for Course Change

1. Is this course a Diversity or Liberal Studies Course?
   Liberal Studies [ ]  Diversity [ ]  Both [ ]

2. Course change effective beginning of what term and year?
   Fall 2010

3. College  CEFNS

4. Academic Unit/Department  Mathematics & Statistics

5. Current course subject/catalog number  MAT 402

6. Current catalog title, course description and units. (Cut and paste from current on-line academic catalog
   /www4.nau.edu/aio/AcademicCatalog/academiccatalogs.htm).

   MAT 402 METHODS OF TEACHING SECONDARY SCHOOL MATHEMATICS II  (3)
   Topics and issues related to teaching and learning of precalculus, calculus, probability, and statistics in grades seven through twelve. This course contains an assessment that must be successfully completed in order to register for student teaching. Letter grade only. Prerequisite: MAT 301 with a grade greater than or equal to C

   Show the proposed changes in this column. Please BOLD the changes, to differentiate from what is not changing.

   MAT 402 METHODS OF TEACHING SECONDARY SCHOOL MATHEMATICS II  (3)
   Topics and issues related to teaching and learning of precalculus, calculus, probability, and statistics in grades seven through twelve. This course contains an assessment that must be successfully completed in order to register for student teaching. Letter grade only. Prerequisite: MAT 301 with a grade greater than or equal to C TSM 101, TSM 102, MAT 401, and STA 275 all with grades greater than or equal to C or instructor consent.

7. Is this course required or an elective in any other plan (major, minor, certificate)?  Yes [x]  No
   If yes, explain and provide supporting documentation from the affected departments.
   This course is an elective for the Minor Mathematics Secondary Education and an elective for the Physics/Mathematics emphasis in the BS Ed. Physics: Secondary Education.

8. Does this change affect community college articulation?  Yes [ ]  No [x]
If yes, explain how in the justification and provide supporting documentation from the affected institutions.

Is the course a Common Course as defined by your Articulation Task Force?  Yes ☐  No x
If yes, has the change been approved by the Articulation Task Force? Yes ☐  No ☐
If this course has been listed in the Course Equivalency Guide, should that listing be left as is x or be revised ☐
If revised, how should it be revised? ____

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<td>Current Course Fee yes ☐ no ☐</td>
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Revised 8/08
9. Justification for course change. Please indicate how past assessments of student learning prompted proposed changes.

There is no longer a single assessment as part of this course that must be completed in order to register for student teaching. Per program changes to the BS Ed in Mathematics Education degree as listed in the 2009-2010 catalog, the prerequisite, "TSM 101, 102 and MAT 401 with a grade greater than or equal to a C", has replaced MAT 301 (a deleted course). Due to the nature of coverage of statistical topics in this course, prerequisite knowledge from STA 275 is expected and required. Up to this point, students have not been required to take STA 275 prior to this course and it has impeded necessary instruction in related topics.

10. Approvals

Janet M. McKhann 29/Sept/2009
Department Chair/ Unit Head (if appropriate)/ Date

Sharon L. Howard 9/Sept/09
Chair of college curriculum committee/Date

Dean of college/Date

For Committee use only

For University Curriculum Committee/Date

Action taken: approved as submitted ☑ approved as modified
MAT 402 Methods of Teaching Secondary School Mathematics II
Master Course Syllabus, Effective Fall 2010
Department of Mathematics and Statistics
College of Engineering, Forestry and Natural Sciences
Northern Arizona University

COE Vision Statement: We develop educational leaders who create tomorrow’s opportunities.

COE Mission Statement: Our mission is to prepare competent and committed professionals who will make positive differences for children, young adults, and others in schools.

NCATE: This course contains signature assignments as part of NAU’s NCATE Accreditation program. It is possible to pass the course without proper completion of these signature assignments; however, it may keep you from being recommended for student teaching.

Semesters Offered: spring Credit Hours: 3

Course Prerequisite: TSM 101 and TSM 102 with a grade of C or better plus STA 270 or STA 275 with a C or better

Catalog Description: Topics and issues related to teaching and learning of precalculus, calculus, probability, and statistics in grades seven through twelve.

Course Description:
This course will examine content, pedagogical, and technological trends and issues that are related to the teaching and learning of trigonometry, discrete mathematics, precalculus, calculus, probability, and statistics in the 7-12 mathematics classroom.

Students will participate as learners and as developing teachers in activities and assignments that aim to increase pedagogical content knowledge of the specified content areas. Students will develop an understanding of the connections between the conceptual and procedural approaches to these mathematical topics and the corresponding curricular, instructional, technological and assessment strategies.

The course is organized into (at least) two content units: discrete/probability/statistics and trigonometry/precalculus/calculus, with a technology theme running throughout. Within the units, students will participate as learners in and reflect as teachers on instructional lessons; reflect on and discuss assigned tasks and readings; complete content assignments; and take a content and/or pedagogy exam.

Student Learning Outcomes:
By the end of the course, students will:

<table>
<thead>
<tr>
<th>Objective</th>
<th>Assessment</th>
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<tbody>
<tr>
<td>1. Analyze, select, adapt and implement curriculum materials and pedagogical tools related to the teaching and learning of discrete mathematics, trigonometry, probability/statistics and precalculus/calculus</td>
<td>content/pedagogy exams; lesson plans; reflections</td>
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<tr>
<td>2. Demonstrate knowledge of the use of manipulatives and technology in teaching and learning discrete mathematics, trigonometry, probability/statistics and precalculus/calculus</td>
<td>content/pedagogy exams; lesson plans; reflections; presentations</td>
</tr>
<tr>
<td>3. Demonstrate an understanding of how students learn mathematics, including procedural and conceptual knowledge in mathematics</td>
<td>content/pedagogy exams; lesson plans; reflections; presentations</td>
</tr>
<tr>
<td>4. Properly design an experiment and then collect and analyze data related to that experiment</td>
<td>content/pedagogy exams; reflections; content assignments; projects</td>
</tr>
<tr>
<td>5. Demonstrate proficiency in preparing and presenting lessons on relevant school mathematics</td>
<td>content/pedagogy exams; lesson plans; reflections; presentations</td>
</tr>
</tbody>
</table>

Course Structure and Approach:
Intended as a course for secondary mathematics education majors, this course provides a balance of theory and applications. Each week students will participate in teaching and learning experiences through assigned readings, in-class discussions and reflections, and appropriate subject matter activities. Instructor will use a combination of content assignments, reflections, projects, lesson plans, and exams for assessment.

Revised 8/08
Textbooks
*Principles and Standards for School Mathematics*, NCTM 2000
Resources from other pedagogical/instructional texts & workbooks (at discretion of instructor)

**Course Outline, Possible Timeline (though not necessarily sequential):**

Discrete Mathematics (~2 weeks)
- Developing conceptual understanding of basic elements of discrete mathematics
- Using manipulatives to teach discrete mathematics

Probability & Statistics (~ 6 weeks)
- Teaching and learning probability & statistics
- Using manipulatives to teach probability & statistics
- Using technology to teach probability & statistics
- Developing conceptual understanding of concepts related to probability & statistics
- Collect data, experimental design, and data analysis
- Simulations & inference

Trigonometry, Precalculus & Calculus (~ 7 weeks)
- Teaching and learning trigonometry, precalculus and calculus
- Using manipulatives to teach trigonometry, precalculus and calculus
- Using technology to teach trigonometry, precalculus and calculus
- Conceptual development of core concepts

Examining research related to student misconceptions *(ongoing throughout semester)*
Making connections between/across various content areas *(ongoing throughout semester)*
Curriculum/lesson design *(ongoing throughout semester)*
Journal reading and critique *(ongoing throughout semester)*
Textbook review, critique and synthesis

**Assessment of Student Learning Outcomes:**
Students’ progress will be assessed through a combination of tests, presentations, reflections, portfolios, content assignments, projects, and/or lesson plans. At least two exams, given during the semester, will consist of both content and pedagogy appropriate for the unit. Other seminal assignments include the development and implementation of and reflection upon a 5E lesson plan.

**Grading System:**
The means of determining grades will be established for each offering of the course by the instructor of that section and communicated to students in the syllabus for the particular section. Instructors may use their discretion to specify a distribution of value, but the following is indicative of a possible distribution:
- Content/Written Assignments 20%
- Projects 20%
- Content/Pedagogy Exams 30%
- Lesson Plans & Reflections 30%

Grades are distributed by the following percentages of the total points possible.
- A 90-100%
- B 80-89%
- C 70-79%
- D 60-69%

**Standards Addressed:**
- National Council of Teachers of Mathematics (NCTM) Standards Addressed in this course – 5.1, 6.1, 8.1, 8.2, 8.4 – 8.7, 9.8, 10.4, 12.3, 12.4, 14.1 – 14.7 (see nctm.org/standards/default.aspx?id=58)
- Arizona Professional Teaching Standards (APTS) addressed in this course – 1.1, 1.4, 1.5, 1.7, 2.4 – 2.9, 3.1 – 3.4, 3.6, 3.7, 7.1 – 7.3, 7.5. 8.3 (see ade.state.az.us/certification/downloads/Teacherstandards.pdf)

**Course Policies:**
*Attendance policy* – This policy may vary from instructor to instructor.

*Make-up policy* – This policy may vary from instructor to instructor.

*University policies* – Students are responsible for the following policies: Safe Environment, Students with Disabilities, Institutional Review Board, Academic Integrity, and Academic Contact Hour. A copy of these policies may be downloaded from the web site: http://jan.ucc.nau.edu/academicadmin/policystmt.html.

Revised 8/08
1. Course deletion effective at the end of what term and year? Spring Fall 2010

(ex. Spring 2008, Summer 2008)

2. College CEFNS 3. Academic Unit/Department Mathematics & Statistics

4. Current course subject and catalog number MAT 301

5. Current catalog title
   Introduction to Teaching Secondary School Mathematics

6. Is this a Liberal Studies Course or Diversity Course? Liberal Studies ☐ Diversity ☐ Both ☒

7. Is this course currently cross listed or co-convened? Yes ☐ No ☒
   If yes, list course

8. Is course an elective? ☒ or required for an academic plan/subplan? ☐
   If required, for what academic plan/subplan?
   If required, also submit Proposal for Plan Change.

9. Is this course required or an elective in any other plan? (major, minor, certificate) yes ☐ no ☒
   If yes, explain in the justification and provide supporting documentation from the affected departments.

10. Does this change affect community college articulation? Yes ☐ No ☒
    If yes, explain in the justification and provide supporting documentation from the affected institutions.

   Is the course a Common Course as defined by your Articulation Task Force? Yes ☐ No ☒
    If yes, has the changed been approved by the Articulation Task Force? Yes ☐ No ☒
    If this course is listed in the Course Equivalency Guide, should the listing be changed to departmental elective credit ☐ OR changed to elective credit ☐

11. Justification for course deletion.
    The BSEd in Mathematics Education no longer requires MAT 301 per changes approved for the 2009-2010 catalog. MAT 301 will no longer be offered.

12. Approvals

   Janet M. McIlhane 29 Sept 2009
   Department Chair/Unit Head (if appropriate)/ Date

   Sheryl Howard 9/30/09
   Chair of college curriculum committee/ Date

   Dean of college/Date

Revised 9/07
For University Curriculum Committee/Date

Action taken: ______ approved as submitted    √ approved as modified

Note: Submit original to associate provost's office
# University Curriculum Committee

## Proposal for new Academic Plan, Plan change, or Plan Deletion

<table>
<thead>
<tr>
<th>1. College</th>
<th>CEFNS</th>
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<tbody>
<tr>
<td>2. Academic Unit/Department</td>
<td>Mathematics &amp; Statistics</td>
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<tr>
<td>3. Academic Plan Name</td>
<td>Mathematics Sec Educ (MINOR)</td>
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<td>4. Subplan (if applicable)?</td>
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<tr>
<td>5. Effective Date</td>
<td>FALL 2010</td>
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<tr>
<td>6. Is this proposal for a</td>
<td>□ New Plan</td>
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<td>□ Plan Change*</td>
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<td>□ Plan Deletion</td>
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<td>□ New Subplan</td>
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<td>□ Subplan Change</td>
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<td></td>
<td>□ Subplan Deletion</td>
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</table>

*Plan changes must be accompanied by an updated 8 semester plan.

## For Plan Changes, place the existing catalog text in this column. Please copy and paste the text directly from the current online academic catalog: [link](http://www4.nau.edu/aio/AcademicCatalog/academiccatalogos.htm)

Be sure you include all catalog text that pertains to this plan change.

Show the proposed changes in this column. Please BOLD the changes, to differentiate from what is not changing and strikethrough what is being deleted.

(Describe the changed requirements under headings that match those used in the left column. Please be aware that if the units are not totaled correctly, the catalog editor will adjust them accordingly.)

## For New Plans, leave this column blank.

To complete this minor, you take the following 20 units:

- MAT 136, 137, 301, and 320W (14 units)
- two of MAT 226, 365, 401, and 402 plus STA 270 or 275 (6 units)

Please note that you must have a grade of C or better in each mathematics or statistics course that you use to fulfill the requirements of this minor.

To complete this minor, you take the following 20 units:

- MAT 136, 137, 301, 320W, **401, STA 275** (17 units)
- one of MAT **185, 226, 365, 401, 402 or STA 270** (3 units)

Please note that you must have a grade of C or better in each mathematics or statistics course that you use to fulfill the requirements of this minor.

**Be aware that some courses required for this minor may have prerequisites that you must also take.**

Click here for more information about our Mathematics undergraduate courses, Statistics undergraduate courses, and faculty.

Revised 09/07
8. For undergraduate plans, will this requirement be a student individualized plan? x no yes

*A Student Individualized Plan is an academic requirement that varies by student, such as the 15-unit BAILS focus, for which coursework requirements are established by the student in consultation with the advisor.

If yes, the academic unit listed at the top of this form hereby takes responsibility for providing complete information about each student's individual requirements for the degree audit system.

9. For undergraduate plans, will a milestone** be used to:
   □ a. verify satisfactory completion of a non course requirement.
   □ b. indicate admission to a major.
   x c. will not be used.

**A Milestone is used to record noncourse requirements, such as the HRM 800-hour work experience requirement or admission to Business Major status.

If yes, the academic unit listed at the top of this form hereby takes responsibility for maintaining the milestone and keeping individual student records up to date.


Two learning outcomes associated with this plan: content knowledge and process knowledge. Content knowledge implies an understanding of number, algebra, calculus, and other topics. Process knowledge connotes an understanding of and ability to effectively practice the process of teaching. It should include pedagogical knowledge, pedagogical content knowledge, and an ability to communicate effectively in the classroom.

11. Justification for proposal. Please indicate how past assessments of student learning prompted proposed changes.

Shifting program requirements in light of new course options as part of the new NAUTeach program of which future BS Ed students will be part of. MAT 301 will no longer be offered and MAT 185 is a new course offered as part of NAUTeach (it has already been approved). While the number of students opting for this minor in the past has been minimal (Sp09-2; Fa08-2; Sp08-2; Fa07-1; Sp09-3; Sp08-1), with the new Arizona high school graduation requirements in mathematics the state will be needing many more qualified mathematics teachers. This minor will help to prepare students majoring in other disciplines for teaching mathematics at the secondary level. All of the courses listed for this minor are requirements for our various majors in mathematics and thus will already be offered.

12. If this academic plan/subplan will require additional faculty, space, or equipment, how will these requirements be satisfied?

N/A – courses for this minor already exist

13. Will this academic plan/subplan affect other majors, liberal studies course offerings, plans/subplans, curricula, or enrollment at NAU?

If so, attach supporting documentation from the affected departments/units and college dean.

N/A

14. Will present library holdings support this academic plan/subplan?

Yes

Certifications

Janet M. Webley

[Signature]

Department Chair/Unit Head (if appropriate)

[Signature]

Chair of college curriculum committee

[Signature]

Dean of college

[Signature]

Date 29 Sept 2007

Date 11/30/09

Date 9/26/07

Revised 09/07
For committee use only

For University Curriculum Committee

Action taken: □ approved as submitted □ approved as modified

Note: Submit original to associate provost's office. That office will provide copies to the college dean, department chair, and Academic Information Office after approval.

Revised 09/07
Policy Statement on Cross-Listing and Co-Convening
Approved by UCC – March 23, 1999
Approved by UGC – February 25, 1999

Definitions:

Cross-Listing:
Refers to the same course, taught with different departmental prefixes (e.g., political economy might be listed as both ECO 585 and POS 585).

Co-Convening:
Refers to convening graduate and undergraduate courses on the same topic together (in the same room, at the same time). For example, “Anthropology of Animals” might be listed as both ANT 4xx and ANT 5xx.

POLICY STATEMENT

Cross-Listing

Cross-Listing is justified and may be encouraged in certain situations. These may include courses which are team-taught across disciplines or areas, or courses which are taught by different departments in different years. In addition, cross-listing may be necessitated by accreditation or endorsement issues. For example the education methods course for language majors must have the prefix of the major – GER, FRE, SPA. However, cross-listing should not be abused and is not to be used to inflate course offerings (e.g., one course offered with 4 different prefixes). Therefore, programs are to be flexible in requirements and use advising whenever possible to minimize the need for extensive cross-listing.

The following procedures apply for cross-listed courses:

1) The cross-listing must be approved by the University Curriculum Committee (UCC) or the University Graduate Committee (UGC), and be so noted in the Undergraduate or Graduate catalog.

2) The cross-listed courses must be at the same level, i.e. 300/300, 400/400, etc.

3) Where possible, the cross-listed courses should have the same number, i.e. ANT 344 and HIS 344 or FOR 467 and GLG 467.

4) The courses to be cross-listed must have the same requirement designation (both Liberal Studies SPW or both ethnic diversity).

5) In any particular semester one of the academic areas which cross-lists a course must assume administrative responsibility for the course.

Approved UCC

10/22/09
Proposal to Increase number of units of Credit accepted by Exam

Below is the current (2009-2010) Academic Catalog Copy relating to granting of credit to students as a result of them taking an examination rather than a full course.

[CREDIT BY EXAM]

You may be able to use the credit-by-exam option to gain credit for college courses in which you have already acquired proficiency.

You can only use credit by exam for courses that your college or department has approved for this option. (Some colleges and departments do not permit credit by exam, and those that do may limit the availability of courses to be challenged by exam.)

Where exams for credit are allowed, they are governed by the general requirements that follow and by the policies of your college or department.

[GENERAL REQUIREMENTS]

The following requirements apply to all exams for credit.

- You can earn up to 45 units by exam, whether these credits are earned at NAU or transferred from another accredited institution. Credit by exam earned at another institution is re-evaluated using NAU standards.
- You may not repeat a particular exam within a year of your first attempt. Under no circumstances will you be permitted to take an exam for the same course more than twice.
- Credit earned through an exam must not duplicate credit you have already earned for the same course.
- You may not earn credit by exam in a course that is equivalent to, more elementary than, or substantially overlaps another course in which you have already obtained credit.

If you are currently enrolled in a language course other than English and want credit for a more introductory course(s), you must take the exam for that course before the midterm of the course in which you are currently enrolled.
- Credit earned by exam becomes part of your academic record.
The credit-by-exam program includes four categories of exams, which are discussed in the sections that follow.

- **Advanced Placement Program**, administered by the College Exam Board
- nationally normed, standardized exam programs recognized by NAU, such as the College Level Exam Program (CLEP) and Defense Activity for Non-Traditional Education Support (Dantes)
- college or departmental challenge exams
- International Baccalaureate Diploma and Certificate credit

**PROPOSAL**

The proposal is to increase the units accepted by exam from 45 to 60. Therefore, the first bullet in the above catalog statement will read:

- **You may earn up to 60 units by exam**, whether these credits are earned at NAU or transferred from another accredited institution. Credit by exam earned at another institution is re-evaluated using NAU standards.

This change in policy will be retroactive to all previous NAU undergraduate catalogs.

Challenge exams, retro-credit, ACE and military credit will be added to the list of credit-by-exams programs at the end of the above paragraph.

**JUSTIFICATION**

The University of Arizona and Arizona State University both accept 60 units of exam credit. This proposal will make our practices consistent with those of our two sister institutions.

Including all exams for which credit is granted in one location in the catalog centralizes the presentation of this material.
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<td>BAIN, CRAIG (FCB)</td>
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<tr>
<td>ANASTASSIOU, PAM</td>
<td>Lucy Hogg</td>
</tr>
<tr>
<td>BAI, MONICA (Gateway)</td>
<td>Monica Brown</td>
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<td>BRADFORD, ERIC</td>
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<td>DEEGAN, PATRICK</td>
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<tr>
<td>HARRIS, NICOLE</td>
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<tr>
<td>PIT, RON</td>
<td>Ron P.</td>
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<tr>
<td>ROGERS, THERESA</td>
<td>Theresa R.</td>
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<tr>
<td>WILLIAMS, LISA</td>
<td>Lisa W.</td>
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Nicole,
Would you mind adding my name to this list as I will most likely be attending this meeting as well as Pam Anastassio. Thanks,
Lucy Hogg