I. Minutes from previous meeting – October 21, 2008

II. Consent Items: Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Effective Date/Revised Effective Date</th>
<th>Summary of Changes</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS 122</td>
<td>Harmony II</td>
<td>Fall 2009</td>
<td>Prereqs</td>
</tr>
<tr>
<td>MUS 222</td>
<td>HARMONY III</td>
<td>Fall 2009</td>
<td>Prereqs</td>
</tr>
<tr>
<td>ART 223</td>
<td>PAINTING FOUNDATION</td>
<td>Summer 2008</td>
<td>Catalog Descr, Course Title, Prereqs</td>
</tr>
<tr>
<td>ART 222</td>
<td>PAINTING FUNDAMENTALS</td>
<td>Summer 2008</td>
<td>Catalog Descr, Course Title, Prereqs</td>
</tr>
<tr>
<td>ART 322</td>
<td>PAINTING CONCEPTS I</td>
<td>Summer 2008</td>
<td>Course Title, Prereqs</td>
</tr>
<tr>
<td>ART 328</td>
<td>ABSTRACT PAINTING IV</td>
<td>Summer 2008</td>
<td>Course Title, Prereqs</td>
</tr>
<tr>
<td>ART 422</td>
<td>PAINTING CONCEPTS II</td>
<td>Summer 2008</td>
<td>Prereqs</td>
</tr>
</tbody>
</table>

Note: Effective Date column is marked as 'Fall 2009' for MUS 122 and MUS 222, as 'Summer 2008' for ART 223, ART 222, ART 322, ART 328, and ART 422.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Prefix</th>
<th>CRN</th>
<th>Section</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>8. MUP 352</td>
<td>MUP</td>
<td>352</td>
<td>1</td>
<td>Band Wind Symphony</td>
</tr>
<tr>
<td>9. MUP 353</td>
<td>MUP</td>
<td>353</td>
<td>1</td>
<td>Band Symphonic</td>
</tr>
<tr>
<td>10. MUP 354</td>
<td>MUP</td>
<td>354</td>
<td>1</td>
<td>Band Marching</td>
</tr>
<tr>
<td>11. MUP 355</td>
<td>MUP</td>
<td>355</td>
<td>1</td>
<td>Band Pep</td>
</tr>
<tr>
<td>12. MUS 121</td>
<td>MUS</td>
<td>121</td>
<td>1</td>
<td>Harmony I</td>
</tr>
<tr>
<td>13. MUS 131</td>
<td>MUS</td>
<td>131</td>
<td>2</td>
<td>Sight Singing and Dictation I</td>
</tr>
<tr>
<td>14. MUS 132</td>
<td>MUS</td>
<td>132</td>
<td>2</td>
<td>Sight Singing and Dictation II</td>
</tr>
<tr>
<td>15. MUS 222</td>
<td>MUS</td>
<td>222</td>
<td></td>
<td>Harmony IV</td>
</tr>
<tr>
<td>16. MUS 231</td>
<td>MUS</td>
<td>231</td>
<td></td>
<td>Sight Singing and Dictation III</td>
</tr>
<tr>
<td>17. MUS 232</td>
<td>MUS</td>
<td>232</td>
<td></td>
<td>Sight Singing and Dictation IV</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Delete Course

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Effective Date</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>18. ART 200</td>
<td>ART 200</td>
<td>Visual Aesthetics for Contemporary</td>
<td>Fall 2009</td>
<td>Delete Course</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Culture</td>
<td></td>
<td></td>
</tr>
<tr>
<td>19. ART 231</td>
<td>ART 231</td>
<td>Painting I</td>
<td>Fall 2009</td>
<td>Delete Course</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>20. ART 331</td>
<td>ART 331</td>
<td>Painting II</td>
<td>Fall 2009</td>
<td>Delete Course</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>21. ART 432</td>
<td>ART 432</td>
<td>Painting IV</td>
<td>Fall 2009</td>
<td>Delete Course</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### B. College of Engineering, Forestry, Natural Sciences

### Change Course

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Effective Date</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. CHM 462</td>
<td>CHM 462</td>
<td>BIOCHEMISTRY II</td>
<td>Spring 2009</td>
<td>Grading Option</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Fall 2009</td>
<td></td>
</tr>
<tr>
<td>2. CM 124</td>
<td>CM 124</td>
<td>CONSTRUCTION METHODS II</td>
<td>Fall 2009</td>
<td>Catalog Descri</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. CM 222</td>
<td>CM 222</td>
<td>CONSTRUCTION GRAPHICS</td>
<td>Fall 2009</td>
<td>Catalog Descri</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. CM 224</td>
<td>CM 224</td>
<td>Concrete and Concrete Form Systems</td>
<td>Fall 2009</td>
<td>Prereqs</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. CM 326</td>
<td>CM 326</td>
<td>MECHANICAL SYSTEMS</td>
<td>Fall 2009</td>
<td>Prereqs</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### 6. CM 481
- **CM 481**
- **Construction Operations**
- **Fall 2009**
- **Prereqs**

### 7. CM 489
- **CM 489**
- **Construction Project Administration**
- **Fall 2009**
- **Prereqs**

### C. College of Social and Behavioral Sciences

#### Change Course

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Semester</th>
<th>Description</th>
<th>Catalog Descr</th>
</tr>
</thead>
<tbody>
<tr>
<td>MER 430</td>
<td>CULTURAL, PSYCHOLOGICAL AND SOCIAL ASPECTS OF DRESS</td>
<td>Fall 2008</td>
<td>Number</td>
<td>Fall 2009</td>
</tr>
<tr>
<td>PHO 181</td>
<td>COMMUNICATION PHOTOGRAPHY</td>
<td>Fall 2009</td>
<td>Catalog Descr</td>
<td></td>
</tr>
<tr>
<td>PHO 285</td>
<td>INTERMEDIATE PHOTOGRAPHY</td>
<td>Fall 2009</td>
<td>Catalog Descr, Prereqs</td>
<td></td>
</tr>
<tr>
<td>PHO 381</td>
<td>PUBLICATIONS PHOTOGRAPHY</td>
<td>Fall 2009</td>
<td>Catalog Descr, Prereqs</td>
<td></td>
</tr>
<tr>
<td>PHO 382</td>
<td>REPRODUCTION PROCESSES FOR PUBLICATION</td>
<td>Fall 2009</td>
<td>Catalog Descr, Prereqs</td>
<td></td>
</tr>
<tr>
<td>PHO 383</td>
<td>Color Photography</td>
<td>Fall 2009</td>
<td>Catalog Descr, Course Title, Prereqs</td>
<td></td>
</tr>
<tr>
<td>PHO 384</td>
<td>Studio Photography</td>
<td>Fall 2009</td>
<td>Catalog Descr, Prereqs</td>
<td></td>
</tr>
<tr>
<td>No.</td>
<td>Course Code</td>
<td>Section</td>
<td>Credits</td>
<td>Title</td>
</tr>
<tr>
<td>-----</td>
<td>-------------</td>
<td>---------</td>
<td>---------</td>
<td>-------</td>
</tr>
<tr>
<td>8.</td>
<td>PHO 481</td>
<td>481</td>
<td>3</td>
<td>PHOTOJOURNALISM</td>
</tr>
<tr>
<td>9.</td>
<td>PHO 483</td>
<td>483</td>
<td>3</td>
<td>LOCATION PHOTOGRAPHY</td>
</tr>
<tr>
<td>10.</td>
<td>PHO 484</td>
<td>484</td>
<td>3</td>
<td>CORPORATE AND INDUSTRIAL PHOTOGRAPHY</td>
</tr>
<tr>
<td>11.</td>
<td>PHO 488C</td>
<td>488C</td>
<td>3</td>
<td>PORTFOLIO DEVELOPMENT SEMINAR</td>
</tr>
<tr>
<td>12.</td>
<td>PRM 331</td>
<td>331</td>
<td>3</td>
<td>OUTDOOR LEADERSHIP CERTIFICATION I</td>
</tr>
<tr>
<td>13.</td>
<td>PRM 431</td>
<td>431</td>
<td>3</td>
<td>OUTDOOR LEADERSHIP CERTIFICATION II</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>14.</td>
<td>GGR 300</td>
<td>300</td>
<td>3</td>
<td>Ecotourism</td>
</tr>
<tr>
<td>15.</td>
<td>PHO 370</td>
<td>370</td>
<td>3</td>
<td>GRAPHIC COMMUNICATION I</td>
</tr>
<tr>
<td>16.</td>
<td>PRM 376</td>
<td>376</td>
<td>3</td>
<td>Regional Geography of Tourism and Recreation</td>
</tr>
</tbody>
</table>
### 17. PRM 378

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Number</th>
<th>Effective Date</th>
<th>Summary of Changes</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRM 378</td>
<td>PRM</td>
<td>378</td>
<td>Spring 2009</td>
<td>Delete Course</td>
</tr>
</tbody>
</table>

**Liberal Studies Deletion**

18. Liberal Studies

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Number</th>
<th>Effective Date</th>
<th>Summary of Changes</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANT 270</td>
<td></td>
<td></td>
<td>TBD</td>
<td>Remove Liberal Studies Designation</td>
</tr>
</tbody>
</table>

### D. Health and Human Services

#### Change Course

1. **PES 100**

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Number</th>
<th>Effective Date</th>
<th>Catalog Descr</th>
</tr>
</thead>
<tbody>
<tr>
<td>PES 100</td>
<td>PES</td>
<td>100</td>
<td>Fall 2009</td>
<td></td>
</tr>
</tbody>
</table>

### II. Consent Items: Plans

### E. College of Social and Behavioral Sciences

#### Change Plan

1. **Journalism Plan**

<table>
<thead>
<tr>
<th>Program</th>
<th>Effective Date</th>
<th>Summary of Changes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 2009</td>
<td>Minor Reqmts-Course(s) Added, Minor Reqmts-Course(s) Deleted</td>
<td>Support_Link 8 term plan</td>
</tr>
</tbody>
</table>

News-editorial and Environmental Communication emphases

2. **BSW**

<table>
<thead>
<tr>
<th>Program</th>
<th>Effective Date</th>
<th>Summary of Changes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 2009</td>
<td>Admission Requirements, Major Reqmts-Course(s) Added</td>
<td></td>
</tr>
</tbody>
</table>

Bachelor of Social Work & Minor

3. **BS Merchandising**

<table>
<thead>
<tr>
<th>Program</th>
<th>Effective Date</th>
<th>Summary of Changes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 2009</td>
<td>Major Reqmts-Course(s) Added</td>
<td></td>
</tr>
</tbody>
</table>
### Change Subplan

5. **Environmental Communication Minor**  
   
   Environmental Communication Minor  
   
   Minor Reqsmts-Course(s) Added, Minor Reqsmts-Course(s) Deleted

### III. Action Items

#### A. College of Education

**Change Plan**

1. **Early Childhood Certificate**  
   
   Early Childhood Certificate  
   
   Fall 2009  
   Major Reqsmts-Course(s) Added

#### B. College of Arts and Letters

**Change Course**

1. **ENG 251**  
   
   ENG 251  
   ANCENT LITERATURE  
   
   Fall 2009  
   Number, Prereqs

**Change Plan**

2. **BS Art Education**  
   
   B.S. (Secondary Education) Art Education  
   
   Fall 2009
### C. College of Engineering, Forestry, and Natural Sciences

#### New Course

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>GCS 552</td>
<td>Grand Canyon Aesthetics: Studies in Painting, Photography, Architecture, and Literature</td>
<td>Fall 2009</td>
</tr>
<tr>
<td>MAT 185</td>
<td>Functions, Applications, and Explorations</td>
<td>Fall 2009</td>
</tr>
</tbody>
</table>

#### Change Course

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRM 398</td>
<td>MODULAR LEARNING EXPERIENCE</td>
<td>Fall 2009</td>
</tr>
</tbody>
</table>

### D. College of Social and Behavioral Sciences

#### New Course

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHO 282</td>
<td>Introduction to Digital Photography Workflow</td>
<td>Fall 2009</td>
</tr>
<tr>
<td>PHO 284</td>
<td>Base Photojournalism</td>
<td>Fall 2009</td>
</tr>
<tr>
<td>PRM 350</td>
<td>Cultural Recreation</td>
<td>Spring 2009</td>
</tr>
</tbody>
</table>
Change Plan

5. BS Photo Journalism
   B.S. in Journalism
   Photojournalism

6. BS Photography
   BS Photography

Change Subplan

7. Minor Photography
   Photography Minor
   Minor

IV. Discussion

A. Master Syllabi
B. Bylaws Policies & Procedures

V. Information

A. Liberal Studies Realignment Action
I. Minutes from **September 30, 2008**—minutes approved as presented.

II. Consent Items—all consent items approved as presented.

A. College of Social and Behavioral

<table>
<thead>
<tr>
<th>Change Course</th>
<th>Effective Date/ Revised Effdate</th>
<th>Summary of Changes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. PSY 230</td>
<td>Fall 2009 Prereqs</td>
<td></td>
</tr>
<tr>
<td>PSY 230</td>
<td></td>
<td>INTRODUCTION TO STATISTICS IN</td>
</tr>
<tr>
<td>2. PSY 320</td>
<td>Fall 2009 Prereqs</td>
<td></td>
</tr>
<tr>
<td>PSY 320</td>
<td></td>
<td>PRINCIPLES OF LEARNING</td>
</tr>
<tr>
<td>3. PSY 340</td>
<td>Fall 2009 Prereqs</td>
<td></td>
</tr>
<tr>
<td>PSY 340</td>
<td></td>
<td>CHILD AND ADOLESCENT DEVELOPMENT</td>
</tr>
<tr>
<td>4. PSY 350</td>
<td>Fall 2009 Course Title, Prereqs</td>
<td></td>
</tr>
<tr>
<td>PSY 350</td>
<td></td>
<td>PHYSIOLOGICAL PSYCHOLOGY</td>
</tr>
<tr>
<td>5. PSY 355</td>
<td>Fall 2009 Catalog Descr, Prereqs</td>
<td></td>
</tr>
<tr>
<td>PSY 355</td>
<td></td>
<td>SENSATION AND PERCEPTION</td>
</tr>
<tr>
<td>6. PSY 375</td>
<td>Fall 2009 Catalog Descr, Prereqs</td>
<td></td>
</tr>
<tr>
<td>PSY 375</td>
<td></td>
<td>SOCIAL PSYCHOLOGY OF SELF AND</td>
</tr>
<tr>
<td>7. PSY 408C</td>
<td>Fall 2009 Prereqs</td>
<td></td>
</tr>
<tr>
<td>PSY 408C</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8. PSY 415</td>
<td>Fall 2009 Prereqs</td>
<td></td>
</tr>
<tr>
<td>PSY 415</td>
<td></td>
<td>ABNORMAL PSYCHOLOGY</td>
</tr>
<tr>
<td>9. PSY 450C</td>
<td>Fall 2009 Prereqs</td>
<td></td>
</tr>
<tr>
<td>PSY 450C</td>
<td></td>
<td>HISTORICAL SYSTEMS OF</td>
</tr>
<tr>
<td>10. PSY 460C</td>
<td>Fall 2009 Prereqs</td>
<td></td>
</tr>
<tr>
<td>PSY 460C</td>
<td></td>
<td>COMMUNITY PSYCHOLOGY</td>
</tr>
<tr>
<td>11. PSY 480C</td>
<td>Fall 2009 Prereqs</td>
<td></td>
</tr>
<tr>
<td>PSY 480C</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Name</td>
<td>Effective Date/Revised Effective</td>
</tr>
<tr>
<td>-------------</td>
<td>------------------------------</td>
<td>----------------------------------</td>
</tr>
<tr>
<td>PSY 485</td>
<td>PSY 485 UNDERGRADUATE RESEARCH</td>
<td>Fall 2009</td>
</tr>
<tr>
<td>PSY 486C</td>
<td>PSY 486C SENIOR CAPSTONE: ADVANCED</td>
<td>Fall 2009</td>
</tr>
</tbody>
</table>

B. College of Arts and Letters
Change Plan
1. Spanish Minor
   Minor in Spanish
   Fall 2008

Delete Course
2. MUS 90X
   MUS 90X Theory Fundamentals
   Fall 2008
   Spring 2009
   Delete Course

III. Action Items
A. College of Engineering, Forestry, and Natural Sciences – items moved to the consent agenda and approved as presented.
   New Course
   1. GLG 100 R
      GLG 100 R 1
      Introductory Geology Recitation
      Fall 2008-8 week
   2. GLG 112 R
      GLG 112 R 1
      Geologic Hazards Recitation
      Fall 2008-8 week

B. College of Social and Behavioral Sciences – all items approved with a change to item #10, “with advisor’s guidance” will be removed from the text.
   New Course
   1. PSY 255
      PSY 255 1
      Introduction to Cognitive & Behavioral
      Fall 2009
   2. PSY 260
      PSY 260
      Cognitive Psychology
      Fall 2009
   3. PSY 326
      PSY 326
      Fall 2009
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Effective Date/Revised Effective Date</th>
<th>Summary of Changes</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 344</td>
<td>PSY 344 Adult Development and Aging</td>
<td>Fall 2009</td>
<td></td>
</tr>
<tr>
<td>PSY 406</td>
<td>PSY 406 CLINICAL PSYCHOLOGY</td>
<td>Fall 2009</td>
<td></td>
</tr>
<tr>
<td>PSY 461</td>
<td>PSY 461 Language and Cognition</td>
<td>Fall 2009</td>
<td></td>
</tr>
</tbody>
</table>

**Change Plan**

<table>
<thead>
<tr>
<th>Plan Change</th>
<th>Effective Date/Revised Effective Date</th>
<th>Major Reqmts-Course(s) Added, Major Reqmts-Course(s) Deleted, Minor Reqmts-Course(s) Added, Minor Reqmts-Course(s) Deleted, Minor Reqmts-Unit Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Arts</td>
<td>Fall 2009</td>
<td>Major Reqmts-Course(s) Added, Major Reqmts-Course(s) Deleted, Minor Reqmts-Course(s) Added, Minor Reqmts-Course(s) Deleted, Minor Reqmts-Unit Change</td>
</tr>
<tr>
<td>Bachelor of Science</td>
<td>Fall 2009</td>
<td>Major Reqmts-Course(s) Added, Major Reqmts-Course(s) Deleted, Minor Reqmts-Course(s) Added, Minor Reqmts-Course(s) Deleted, Minor Reqmts-Unit Change</td>
</tr>
<tr>
<td>Minor</td>
<td>Fall 2009</td>
<td>Minor Reqmts-Course(s) Added, Minor Reqmts-Course(s) Deleted, Minor Reqmts-Course(s) Added, Minor Reqmts-Course(s) Deleted, Minor Reqmts-Unit Change</td>
</tr>
</tbody>
</table>

**IV. Discussion**

A. **Master Syllabi** – Committee Chair John Hagood would like to look at what we are asking units to submit to UCC as syllabi. The current syllabus format does not specify what the UCC is looking at and scrutinizing for the courses. A master syllabi would allow the units to give multi-sectioned courses enough information about the course to give guidance for those teaching it, but not dictate how it be taught.

Blase Scarnati offered to work with John Hagood on the format and bring it back to the committee in November for review.

B. **By Laws and Committee Composition** – The UCC does not have official guidelines as to what the composition of the committee is to be. The Senate does not believe they need to dictate the number of people on UCC but that it should be what UCC believes it should be. The UCC would like a statement for guidance from the Faculty Senate. Blase Scarnati will speak with the Senate President to discuss this item. Ron Pitt and John Hagood are going to look at the UCC Policies and Procedures and bring a draft back to the committee. Members of the UCC would also like to see the responsibilities of the members listed, as well as repercussions for non-attendance by
members. It was also suggest that Policies and Procedures be separate documents.
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 2009

3. College  CAL  
4. Academic Unit/Department  School of Music

5. Current course subject/catalog number  MUS 122

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

   **MUS 122 HARMONY II**  (2)  
   Structure and resolution of 7th chords (especially the dominant), secondary function, and diatonic common chord modulation. Note that MUS 122 is normally taken concurrently with MUS 132.  
   Prerequisite: MUS 121

<table>
<thead>
<tr>
<th>Show the proposed changes in this column. Please <strong>BOLD</strong> the changes, to differentiate from what is not changing.</th>
</tr>
</thead>
</table>
   | **MUS 122 HARMONY II**  (2)  
   Structure and resolution of 7th chords (especially the dominant), secondary function, and diatonic common chord modulation. Note that MUS 122 is normally taken concurrently with MUS 132.  
   Prerequisite: **Pass MUS 121 with a grade of C 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 ☐

Revised 9/06
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  yes ☐ no ☐</td>
<td>If subject or catalog number change Move ☐ or Delete ☐</td>
</tr>
<tr>
<td>Current Grading Option*</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Letter Grade ☐ Pass/Fail ☐ or Both ☐</td>
<td>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 x</td>
<td>Proposed Prerequisite</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.
The School of Music requires that students receive a grade of C or higher in any course in their major. Students have been registering for MUS 122, Harmony II, after receiving a D in MUS 121, Harmony I, then re-taking MUS 121 the following semester, in order to achieve the required C grade or higher. Harmony courses must be taken consecutively, and in order to be successful and understand the material presented in Harmony II, students must have received a grade of C or higher in Harmony I.

10. Approvals

[Signatures and dates]

Revised 9/06
LIBERAL STUDIES ONLY

Contact name: 
Dept. Chair name: 
College Contact name: 

Contact email: 
Dept. Chair email: 
College Contact email: 

1. This course is a □ Single section □ Multi-section
2. List names of faculty who may teach this course: 
3. Section enrollment cap: 

If this course is being submitted for approval as a new LIBERAL STUDIES course, please complete questions 4-6.

OR

If this course is being submitted for approval as a new JUNIOR LEVEL WRITING course, please complete questions 10-11.

OR

If this course is being submitted for approval as a new SENIOR CAPSTONE course, please complete questions 12-14.

NEW LIBERAL STUDIES COURSE

4. Distribution Block (check one): If a topics course, must apply to ALL sections.
   Aesthetic and Humanistic Inquiry □ Cultural Understanding □ Science □ Social and Political Worlds □

5. Skills (check two): If a topics course, must apply to ALL sections.
   Effective Oral Communication □ Effective Writing □ Critical Thinking □
   Quantitative Reasoning □ Scientific Inquiry □

6. Is this a topics course? Yes □ No □
   If YES, please complete questions 34-36. If NO, please go to question 42.

TOPICS COURSE ONLY

Revised 9/06
7. Identify the **Student Learning Outcomes** that will be found in **ALL** topic syllabi offered under this course number.

_____

8. Explain by what method(s) Student Learning Outcomes will be **assessed** in **ALL** topic syllabi offered under this course number.

_____

9. Please attach an example of a Topic Syllabus offered under this course number.

NEW JUNIOR LEVEL WRITING COURSE *(refer to question 19)*

10. To which degree programs offered by your department/academic unit does this proposal apply? ____

11. Do you intend to offer ABC 300 and ABC 300W? yes ☐ no ☐

*If no, please submit a course delete form for the ABC 300.*

NEW SENIOR CAPSTONE COURSE *(refer to question 19)*

12. To which degree programs offered by your department/academic unit does this proposal apply? ____

13. Does this proposal replace or modify an existing course or experience? yes ☐ no ☐

*If yes, which course(s)?? ____

Do you intend to offer ABC 400 and ABC 400C? yes ☐ no ☐

*If no, please submit a course delete form for the ABC 400.*

Revised 9/06
1. Is this course a Diversity or Liberal Studies Course? Liberal Studies □ Diversity □ Both □


3. College CAL

4. Academic Unit/Department School of Music

5. Current course subject/catalog number MUS 221

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

   MUS 221 HARMONY III (3)
   Studies chromatic and enharmonic modulations, borrowed chords, Neapolitan and augmented sixth chords. Note that MUS 221 is normally taken concurrently with MUS 231. Prerequisite: MUS 122

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

   MUS 221 HARMONY III (3)
   Studies chromatic and enharmonic modulations, borrowed chords, Neapolitan and augmented sixth chords. Note that MUS 221 is normally taken concurrently with MUS 231. Prerequisite: Pass MUS 122 with a grade of C 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 □

Revised 9/06
**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 yes ☐ no ☐</td>
<td>If subject or catalog number change</td>
</tr>
<tr>
<td>Current Grading Option*</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Letter Grade ☐ Pass/Fail ☐ or Both ☐</td>
<td>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 X</td>
<td>Proposed Prerequisite $x$ MUS 122 w/ a grade of C or higher.</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>
<tr>
<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>
<td></td>
</tr>
</tbody>
</table>

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

The School of Music requires that students receive a grade of C or higher in any course in their major. Students have been registering for MUS 221, Harmony III, after receiving a D in MUS 122, Harmony II, then re-taking MUS 122 the following semester. Harmony courses must be taken consecutively, and in order to be successful and understand the material presented in Harmony III, students must have received a grade of C or higher in Harmony II.

10. Approvals

   [Signature] 8/20/08
   Department Chair/Unit Head (if appropriate)/ Date

   [Signature] Oct 14, 2008
   Chair of college curriculum committee/Date

   [Signature] 10/14/08
   Dean of college/Date

For Committee use only

Revised 9/06
For University Curriculum Committee/Date

Action taken: approved as submitted approved as modified

Only utilize form if proposing course for LIBERAL STUDIES designation.

LIBERAL STUDIES ONLY

Contact name: ___
Dept. Chair name: ___
College Contact name: ___

Contact email: ___
Dept. Chair email: ___
College Contact email: ___

1. This course is a [ ] Single section [ ] Multi-section
2. List names of faculty who may teach this course: ___
3. Section enrollment cap: ___

If this course is being submitted for approval as a new LIBERAL STUDIES course, please complete questions 4-6.

OR

If this course is being submitted for approval as a new JUNIOR LEVEL WRITING course, please complete questions 10-11.

OR

If this course is being submitted for approval as a new SENIOR CAPSTONE course, please complete questions 12 - 14.

NEW LIBERAL STUDIES COURSE

4. Distribution Block (check one): **If a topics course, must apply to ALL sections.**
   - Aesthetic and Humanistic Inquiry [ ]
   - Cultural Understanding [ ]
   - Science [ ]
   - Social and Political Worlds [ ]

5. Skills (check two): **If a topics course, must apply to ALL sections.**
   - Effective Oral Communication [ ]
   - Effective Writing [ ]
   - Critical Thinking [ ]
   - Quantitative Reasoning [ ]
   - Scientific Inquiry [ ]

6. Is this a topics course? Yes [ ] No [ ]
   If YES, please complete questions 34-36. IF NO, please go to question 42.

TOPICS COURSE ONLY

7. Identify the Student Learning Outcomes that will be found in ALL topic syllabi offered under this course number.

___

Revised 9/06
8. Explain by what method(s) Student Learning Outcomes will be assessed in ALL topic syllabi offered under this course number.

9. Please attach an example of a Topic Syllabus offered under this course number.

NEW JUNIOR LEVEL WRITING COURSE (refer to question 19)

10. To which degree programs offered by your department/academic unit does this proposal apply? 

11. Do you intend to offer ABC 300 and ABC 300W?  yes □  no □
    If no, please submit a course delete form for the ABC 300.

NEW SENIOR CAPSTONE COURSE (refer to question 19)

12. To which degree programs offered by your department/academic unit does this proposal apply? 

13. Does this proposal replace or modify an existing course or experience?  yes □  no □
    If yes, which course(s)? 

14. Do you intend to offer ABC 400 and ABC 400C?  yes □  no □
    If no, please submit a course delete form for the ABC 400.
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?  
   Summer 2009

3. College  Art & Letters  4. Academic Unit/Department  School of Art

5. Current course subject/catalog number  Art 223

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

   **ART 223** **PAINTING**  
   **FOUNDATION**  (3)  
   Studio course. Development of skills needed to exploit the paint medium, and exploration of modes and methods to express individual concepts. Prerequisite: ART 222 or International Exchange Student Group

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

   **ART 223** **PAINTING II**  (3)  
   Introduction to abstract and no-objective painting in a studio setting. Development of skills needed to exploit the paint medium, and exploration of modes and methods to express individual concepts.

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.
   Studio Painting Emphasis in the School of Art.

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? Course should be listed as ART 223 Painting II rather than ART 223 Painting Foundations.

**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>ART 223</td>
<td>ART 223</td>
</tr>
<tr>
<td>Current number of units/credits</td>
<td>Proposed number of units/credits</td>
</tr>
<tr>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Current Course Fee</td>
<td>If subject or catalog number change</td>
</tr>
<tr>
<td>yes ☐ no ☐</td>
<td>Move ☐ or Delete ☐</td>
</tr>
<tr>
<td>Current Grading Option*</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Letter Grade x ☐ Pass/Fail ☐ or Both ☐</td>
<td>Letter Grade x ☐ Pass/Fail ☐ or Both ☐</td>
</tr>
<tr>
<td>Current Repeat for additional Units</td>
<td>Proposed Repeat for additional Units</td>
</tr>
<tr>
<td>None</td>
<td>None</td>
</tr>
<tr>
<td>Current Max number of units</td>
<td>Proposed Max number of units</td>
</tr>
<tr>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Current Prerequisite</td>
<td>Proposed Prerequisite</td>
</tr>
<tr>
<td>ART 222</td>
<td>None</td>
</tr>
<tr>
<td>Current Co-requisite</td>
<td>Proposed Co-requisite</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Current Co-Convene with</td>
<td>Proposed Co-Convene with</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Current Cross List with</td>
<td>Proposed Cross List with</td>
</tr>
<tr>
<td></td>
<td></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.

**Simplify listing of required courses for the Painting Program. Students confuse ART 222 Painting Fundamentals with ART 223 Painting Foundations.**

10. Approvals
Tom Potter 9/13/08

Department Chair / Unit Head (if appropriate) / Date

[Signature]  Oct 14, 2008

Chair of college curriculum committee / Date

[Signature]  10/14/08

Dean of college / Date

For Committee use only  

[Signature]  11/18/08

For University Curriculum Committee / Date

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

Liberal

Studies ☐ Diversity ☐ Both ☐


Summer 2009

3. College Art & Letters

4. Academic Unit/Department School of Art

5. Current course subject/catalog number Art 222

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

ART 222 PAINTING
FUNDAMENTALS (3)
Studio course. Basic painting materials and techniques. Emphasizes preparation of canvas and other surfaces; brush and knife techniques; and pigment properties and selection. Prerequisite: (ART 135 and ART 150) or International Exchange Student Group

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

ART 222 PAINTING I (3)
Introduction to still-life and representational painting in a studio setting. Basic painting materials and techniques. Emphasizes preparation of canvas and other surfaces; brush and knife techniques; and pigment properties and selection.

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.

Studio Painting Emphasis in the School of Art.
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 [x]

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

If revised, how should it be revised? Course should be listed as ART 222 Painting I rather than ART 222 Painting Fundamentals.

---

**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>ART 222</td>
<td>ART 222</td>
</tr>
<tr>
<td>Current number of units/credits</td>
<td>Proposed number of units/credits</td>
</tr>
<tr>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Current Course Fee</td>
<td>If subject or catalog number change</td>
</tr>
<tr>
<td>yes [x] no [ ]</td>
<td>Move [ ] or Delete [ ]</td>
</tr>
<tr>
<td>Current Grading Option*</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Letter Grade [x] Pass/Fail [ ] or Both [ ]</td>
<td>Letter Grade [x] Pass/Fail [ ] or Both [ ]</td>
</tr>
<tr>
<td>Current Repeat for additional Units</td>
<td>Proposed Repeat for additional Units</td>
</tr>
<tr>
<td>None</td>
<td>None</td>
</tr>
<tr>
<td>Current Max number of units</td>
<td>Proposed Max number of units</td>
</tr>
<tr>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Current Prerequisite</td>
<td>Proposed Prerequisite</td>
</tr>
<tr>
<td>ART 135 &amp; ART 150</td>
<td>None</td>
</tr>
<tr>
<td>Current Co-requisite</td>
<td>Proposed Co-requisite</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Current Co-Convene with</td>
<td>Proposed Co-Convene with</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Current Cross List with</td>
<td>Proposed Cross List with</td>
</tr>
<tr>
<td></td>
<td></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.

   Simplify listing of required courses for the Painting Program. Students confuse ART 222 Painting Fundamentals with ART 223 Painting Foundations.

10. Approvals

    Tom Peter 9/18/08
    Department Chair / Unit Head (if appropriate) / Date

    Oct 14, 2008
    Chair of college curriculum committee / Date

    Dean of college / Date

For Committee use only

    Ren Bell 11/18/08
    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 [☐]  
   - Spring 2009  
   - Summer 2008  

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

3. College  
   - Art & Letters

4. Academic Unit/Department  
   - School of Art

5. Current course subject/catalog number
   - Art 322

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

   **ART 322 PAINTING CONCEPTS I (3)**
   Studies color and creative processes through use of techniques with various media; development and visualization of painting concepts. Letter grade only. May be repeated for a maximum of 6 units. Prerequisite: ART 222 or International Exchange Student Group

   **ART 322 PAINTING III (3)**
   Studies color and creative processes through use of techniques with various media; development and visualization of painting concepts. Letter grade only. May be repeated for a maximum of 6 units. Prerequisite: ART 222 or ART 223.

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

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.
   - Studio Painting Emphasis in the School of Art

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 [x]

   If this course has been listed in the *Course Equivalency Guide*, should that listing be left as is [☐] or be revised [x]
If revised, how should it be revised? Course should be listed as ART 322 Painting III rather than ART 322 Painting Concepts I.

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>ART 322</td>
<td>ART 322</td>
</tr>
<tr>
<td>Current number of units/credits</td>
<td>Proposed number of units/credits</td>
</tr>
<tr>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td>Current Course Fee</td>
<td>If subject or catalog number change</td>
</tr>
<tr>
<td>yes □</td>
<td>Move □ or Delete □</td>
</tr>
<tr>
<td>Current Grading Option*</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Letter Grade x□ Pass/Fail □ or Both □</td>
<td>Letter Grade x□ Pass/Fail □ or Both □</td>
</tr>
<tr>
<td>Current Repeat for additional Units</td>
<td>Proposed Repeat for additional Units</td>
</tr>
<tr>
<td>yes</td>
<td>yes</td>
</tr>
<tr>
<td>Current Max number of units</td>
<td>Proposed Max number of units</td>
</tr>
<tr>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td>Current Prerequisite</td>
<td>Proposed Prerequisite</td>
</tr>
<tr>
<td>ART 222</td>
<td>ART222 or ART 223</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.

Simplify listing of required courses for the Painting Program. Change from Painting Concepts I to Painting III.

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 ☐

2. Course change effective beginning of what term and year? 
   - Spring 2009
   - Summer 2008

3. College
   - Art & Letters

4. Academic Unit/Department
   - School of Art

5. Current course subject/catalog number
   - Art 328

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

   **ART 328 ABSTRACT PAINTING IV (3)**
   Studio course. Abstract painting with medium and subject determined in consultation with the instructor. Emphasizes strengthening aesthetic awareness and technical skills. Letter grade only. May be repeated for a maximum of 6 units. Prerequisite: ART 223 or International Exchange Student Group

   **ART 328 ABSTRACT PAINTING IV (3)**
   Studio course. Abstract painting with medium and subject determined in consultation with the instructor. Emphasizes strengthening aesthetic awareness and technical skills. Letter grade only. May be repeated for a maximum of 6 units. Prerequisite: ART 222 or ART 223.

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

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.
   - Studio Painting Emphasis in the School of Art.

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?
IV rather than ART 328 Abstract Painting.

### 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>ART 328</td>
<td>ART 328</td>
</tr>
<tr>
<td>Current number of units/credits</td>
<td>Proposed number of units/credits</td>
</tr>
<tr>
<td>6</td>
<td>6</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*</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Letter Grade x ☑ Pass/Fail ☐ or Both ☐</td>
<td>Letter Grade x ☑ Pass/Fail ☐ or Both ☐</td>
</tr>
<tr>
<td>Current Repeat for additional Units yes</td>
<td>Proposed Repeat for additional Units yes</td>
</tr>
<tr>
<td>Current Max number of units</td>
<td>Proposed Max number of units</td>
</tr>
<tr>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td>Current Prerequisite</td>
<td>Proposed Prerequisite</td>
</tr>
<tr>
<td>ART 223</td>
<td>ART 222 or ART 223</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.

**Simplify listing of required courses for the Painting Program.**

10. Approvals
Tom Pattn
9/18/08
Department Chair/Unit Head (if appropriate)/ Date

Oct 14, 2008
Chair of college curriculum committee/Date

10/14/08
Dean of college/Date

For Committee use only
Ron Bial
11/18/08
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 ☐

   Spring 2009
   Summer 2008

3. College Art & Letters
4. Academic Unit/Department School of Art

5. Current course subject/catalog number
   Art 422

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

   ART 422 PAINTING CONCEPTS II 
   (3)
   Studio course. Advanced painting with a continuation of medium and subject idea determined in ART 328. Emphasizes refinement of a personal aesthetic direction. Letter grade only. May be repeated for a maximum of 6 units. Prerequisite: ART 328 or International Exchange Student Group

   ART 422 PAINTING V 
   (3)
   Studio course. Advanced painting with a continuation of medium and subject idea determined in ART 328. Emphasizes refinement of a personal aesthetic direction. Letter grade only. May be repeated for a maximum of 6 units. Prerequisite: ART 322 or ART 328.

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.
   Studio Painting Emphasis in the School of Art.

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? Course should be listed as ART 422 Painting V rather than ART 422 Painting Concepts II.

<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>ART 422</td>
<td>ART 422</td>
</tr>
<tr>
<td>Current number of units/credits</td>
<td>Proposed number of units/credits</td>
</tr>
<tr>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td>Current Course Fee  yes x☐ no ☐</td>
<td>If subject or catalog number change</td>
</tr>
<tr>
<td>Current Grading Option*</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Letter Grade x☐ Pass/Fail ☐ or Both ☐</td>
<td>Letter Grade x☐ Pass/Fail ☐ or Both ☐</td>
</tr>
<tr>
<td>Current Repeat for additional Units</td>
<td>Proposed Repeat for additional Units</td>
</tr>
<tr>
<td>yes</td>
<td>yes</td>
</tr>
<tr>
<td>Current Max number of units</td>
<td>Proposed Max number of units</td>
</tr>
<tr>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td>Current Prerequisite</td>
<td>Proposed Prerequisite</td>
</tr>
<tr>
<td>ART 328</td>
<td>ART 322 or ART 328</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.

Simplify listing of required courses for the Painting Program.

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 ☐

2. Course change effective beginning of what term and year?  
   Fall 2009

3. College  CAL  
4. Academic Unit/Department School of Music

5. Current course subject/catalog number  MUP 352/652

6. Current catalog title, course description and units. (Cut and paste from current on-line academic catalog /www4.nau.edu/aio/AcademicCatalog/academiccatalogs.htm).  
   MUP 352/652  BAND WIND SYMPHONY  (1)  
   Open to all qualified students; membership chosen by audition. Department consent required.

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

   MUP 352/652  WIND SYMPHONY  (1)  
   Open to all qualified students; membership chosen by audition. Department consent required.

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?  

---

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>
</tbody>
</table>

Revised 9/06
<table>
<thead>
<tr>
<th>Current number of units/credits</th>
<th>Proposed number of units/credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Current Course Fee</strong> yes □ no □</td>
<td>If subject or catalog number change Move □ or Delete □</td>
</tr>
<tr>
<td><strong>Current Grading Option</strong> Letter Grade □ Pass/Fail □ or Both □</td>
<td><strong>Proposed Grading Option</strong> Letter Grade □ Pass/Fail □ or Both □</td>
</tr>
<tr>
<td><strong>Current Repeat for additional Units</strong></td>
<td><strong>Proposed Repeat for additional Units</strong></td>
</tr>
<tr>
<td><strong>Current Max number of units</strong></td>
<td><strong>Proposed Max number of units</strong></td>
</tr>
<tr>
<td><strong>Current Prerequisite</strong></td>
<td><strong>Proposed Prerequisite</strong></td>
</tr>
<tr>
<td><strong>Current Co-requisite</strong></td>
<td><strong>Proposed Co-requisite</strong></td>
</tr>
<tr>
<td><strong>Current Co-Convene with</strong></td>
<td><strong>Proposed Co-Convene with</strong></td>
</tr>
<tr>
<td><strong>Current Cross List with</strong></td>
<td><strong>Proposed Cross List with</strong></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. The name of this course must be changed to "Symphonic Band" to be consistent with the other ensemble titles of the School of Music. It will also be easier for students to locate the course in the catalog.

10. Approvals

   **Wind Symphony**

   Department Chair/ Unit Head (if appropriate)/ Date

   **Symphonic Band**

   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

Only utilize form if proposing course for LIBERAL STUDIES designation.

**LIBERAL STUDIES ONLY**

Revised 9/06
Contact name: _____  
Dept. Chair name: _____  
College Contact name: _____  
Contact email: _____  
Dept. Chair email: _____  
College Contact email: _____

1. This course is a  [ ] Single section  [ ] Multi-section
2. List names of faculty who may teach this course: _____
3. Section enrollment cap: _____

If this course is being submitted for approval as a new **LIBERAL STUDIES** course, please complete questions 4-6. **OR**

If this course is being submitted for approval as a new **JUNIOR LEVEL WRITING** course, please complete questions 10-11. **OR**

If this course is being submitted for approval as a new **SENIOR CAPSTONE** course, please complete questions 12 - 14.

**NEW LIBERAL STUDIES COURSE**

4. Distribution Block (check one): **If a topics course, must apply to ALL sections.**
   - Aesthetic and Humanistic Inquiry [ ]
   - Cultural Understanding [ ]
   - Science [ ]
   - Social and Political Worlds [ ]

5. Skills (check two): **If a topics course, must apply to ALL sections.**
   - Effective Oral Communication [ ]
   - Effective Writing [ ]
   - Critical Thinking [ ]
   - Quantitative Reasoning [ ]
   - Scientific Inquiry [ ]

6. Is this a topics course?  Yes [ ]  No [ ]
   If YES, please complete questions 34-36.  If NO, please go to question 42.

**TOPICS COURSE ONLY**

7. Identify the **Student Learning Outcomes** that will be found in **ALL** topic syllabi offered under this course number.

   _____

8. Explain by what method(s) Student Learning Outcomes will be **assessed in ALL** topic syllabi offered under this course number.

   _____

9. Please attach an example of a **Topic Syllabus** offered under this course number.

**NEW JUNIOR LEVEL WRITING COURSE (refer to question 19)**

10. To which degree programs offered by your department/academic unit does this proposal apply? _____

Revised 9/06
11. Do you intend to offer ABC 300 and ABC 300W? yes □ no □
   If no, please submit a course delete form for the ABC 300.

NEW SENIOR CAPSTONE COURSE (refer to question 19)

12. To which degree programs offered by your department/academic unit does this proposal apply? _____

13. Does this proposal replace or modify an existing course or experience? yes □ no □
   If yes, which course(s)? _____

14. Do you intend to offer ABC 400 and ABC 400C? yes □ no □
   If no, please submit a course delete form for the ABC 400.

Revised 9/06
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 2009

3. College  CAL  
4. Academic Unit/Department  School of Music

5. Current course subject/catalog number  MUP 353

6. Current catalog title, course description and units. (Cut and paste from current on-line academic catalog)  
   MUP 353 BAND SYMPHONIC  (1)  
   Open to all qualified students; membership chosen by audition. Department consent required.

   Show the proposed changes in this column. Please BOLD the changes, to differentiate from what is not changing.
   MUP 353 SYMPHONIC BAND  (1)  
   Open to all qualified students; membership chosen by audition. Department consent required.

7. Is this course required or an elective in any other plan (major, minor, certificate)?  
   Yes [ ]  No [X]  
   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? ____________________________

---

**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>
</tbody>
</table>

Revised 9/06
<table>
<thead>
<tr>
<th>Current number of units/credits</th>
<th>Proposed number of units/credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Course Fee</td>
<td>If subject or catalog number change</td>
</tr>
<tr>
<td>yes □</td>
<td>Move □ or Delete □</td>
</tr>
<tr>
<td>no □</td>
<td></td>
</tr>
<tr>
<td>Current Grading Option*</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Letter Grade □ Pass/Fail □ or Both □</td>
<td>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</td>
<td>Proposed Prerequisite</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. The name of this course must be changed to "Symphonic Band" to be consistent with the other ensemble titles of the School of Music. It will also be easier for students to locate the course in the catalog.

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

Only utilize form if proposing course for LIBERAL STUDIES designation.

LIBERAL STUDIES ONLY

Revised 9/06
Contact name: _____  
Dept. Chair name: _____  
College Contact name: _____  
Contact email: _____  
Dept. Chair email: _____  
College Contact email: _____

1. This course is a  □ Single section  □ Multi-section
2. List names of faculty who may teach this course: _____
3. Section enrollment cap: _____

If this course is being submitted for approval as a new LIBERAL STUDIES course, please complete questions 4-6. 
OR
If this course is being submitted for approval as a new JUNIOR LEVEL WRITING course, please complete questions 10-11. 
OR
If this course is being submitted for approval as a new SENIOR CAPSTONE course, please complete questions 12-14.

NEW LIBERAL STUDIES COURSE
4. Distribution Block (check one): If a topics course, must apply to ALL sections.
   Aesthetic and Humanistic Inquiry □  Cultural Understanding □  Science □  Social and Political Worlds □
   Effective Oral Communication □  Effective Writing □  Critical Thinking □
   Quantitative Reasoning □  Scientific Inquiry □

5. Skills (check two): If a topics course, must apply to ALL sections.
   Effective Oral Communication □  Effective Writing □  Critical Thinking □
   Quantitative Reasoning □  Scientific Inquiry □

6. Is this a topics course? Yes □  No □
   If YES, please complete questions 34-36. If NO, please go to question 42.

TOPICS COURSE ONLY
7. Identify the Student Learning Outcomes that will be found in ALL topic syllabi offered under this course number.
  ______

8. Explain by what method(s) Student Learning Outcomes will be assessed in ALL topic syllabi offered under this course number.
  ______

9. Please attach an example of a Topic Syllabus offered under this course number.

NEW JUNIOR LEVEL WRITING COURSE (refer to question 19)
10. To which degree programs offered by your department/academic unit does this proposal apply? ______
Revised 9/06
11. Do you intend to offer ABC 300 and ABC 300W? yes ☐ no ☐
   If no, please submit a course delete form for the ABC 300.

NEW SENIOR CAPSTONE COURSE (refer to question 19)

12. To which degree programs offered by your department/academic unit does this proposal apply? _____

13. Does this proposal replace or modify an existing course or experience? yes ☐ no ☐
   If yes, which course(s)? _____

14. Do you intend to offer ABC 400 and ABC 400C? yes ☐ no ☐
   If no, please submit a course delete form for the ABC 400.

Revised 9/06
University Curriculum Committee
Proposal for Course Change

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


3. College:  CAL

4. Academic Unit/Department:  School of Music

5. Current course subject/catalog number:  MUP 354

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

MUP 354 BAND MARCHING  (1)
Open to all qualified students; membership chosen by consultation. Department consent required. Letter grade only. Course fee required.

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

MUP 354 MARCHING BAND  (1)
Open to all qualified students; membership chosen by consultation. Department consent required. Letter grade only. Course fee required.

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?  ☐

IN THE FOLLOWING SECTION, COMPLETE ONLY WHAT IS CHANGING

<table>
<thead>
<tr>
<th>CURRENT course subject/catalog number</th>
<th>PROPOSED course subject/catalog number</th>
</tr>
</thead>
</table>

Revised 9/06
Current number of units/credits | Proposed number of units/credits
---|---
Current Course Fee | yes ☐ no ☐ If subject or catalog number change
| Move ☐ or Delete ☐
Current Grading Option* | Proposed Grading Option*
Letter Grade ☐ Pass/Fail ☐ or Both ☐
Current Repeat for additional Units | Proposed Repeat for additional Units
Current Max number of units | Proposed Max number of units
Current Prerequisite | Proposed Prerequisite
Current Co-requisite | Proposed Co-requisite
Current Co-Convene with | Proposed Co-Convene with
Current Cross List with | Proposed Cross List with

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.
The name of this course must be changed to "Marching Band" to be consistent with the other ensemble titles of the School of Music. It will also be easier for students to locate the course in the catalog.

10. Approvals

Yodil S. Sulity ☑ 9/30/08

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

Only utilize form if proposing course for LIBERAL STUDIES designation.

LIBERAL STUDIES ONLY

Revised 9/06
Contact name: _____
Dept. Chair name: _____
College Contact name: _____
Contact email: _____
Dept. Chair email: _____
College Contact email: _____

1. This course is a □ Single section □ Multi-section
2. List names of faculty who may teach this course: _____
3. Section enrollment cap: _____

If this course is being submitted for approval as a new **LIBERAL STUDIES** course, please complete questions 4-6. **OR**
If this course is being submitted for approval as a new **JUNIOR LEVEL WRITING** course, please complete questions 10-11. **OR**
If this course is being submitted for approval as a new **SENIOR CAPSTONE** course, please complete questions 12 - 14.

**NEW LIBERAL STUDIES COURSE**
4. Distribution Block (check one): *If a topics course, must apply to ALL sections.*
   Aesthetic and Humanistic Inquiry □ Cultural Understanding □ Science □ Social and Political Worlds □
5. Skills (check two): *If a topics course, must apply to ALL sections.*
   Effective Oral Communication □ Effective Writing □ Critical Thinking □
   Quantitative Reasoning □ Scientific Inquiry □
6. Is this a topics course? Yes □ No □
   If YES, please complete questions 34-36. If NO, please go to question 42.

**TOPICS COURSE ONLY**
7. Identify the **Student Learning Outcomes** that will be found in **ALL** topic syllabi offered under this course number.
   _____
8. Explain by what method(s) Student Learning Outcomes will be assessed in **ALL** topic syllabi offered under this course number.
   _____
9. Please attach an example of a Topic Syllabus offered under this course number.

**NEW JUNIOR LEVEL WRITING COURSE (refer to question 19)**
10. To which degree programs offered by your department/academic unit does this proposal apply? _____
    Revised 9/06
11. Do you intend to offer ABC 300 and ABC 300W? yes ☐ no ☐
   If no, please submit a course delete form for the ABC 300.

NEW SENIOR CAPSTONE COURSE (refer to question 19)

12. To which degree programs offered by your department/academic unit does this proposal apply? _____

13. Does this proposal replace or modify an existing course or experience? yes ☐ no ☐
   If yes, which course(s)? _____

14. Do you intend to offer ABC 400 and ABC 400C? yes ☐ no ☐
   If no, please submit a course delete form for the ABC 400.
University Curriculum Committee
Proposal for Course Change

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


3. College CAL

4. Academic Unit/Department School of Music

5. Current course subject/catalog number MUP 355

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

   MUP 355 BAND PEP (1)
   Open to all qualified students; membership chosen by consultation. Department consent required.

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

   MUP 355 PEP BAND (1)
   Open to all qualified students; membership chosen by consultation. Department consent required.

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? 

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>
</tbody>
</table>

Revised 9/06
<table>
<thead>
<tr>
<th>Current number of units/credits</th>
<th>Proposed number of units/credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Course Fee</td>
<td></td>
</tr>
<tr>
<td>yes [ ] no [ ]</td>
<td>If subject or catalog number change Move [ ] or Delete [ ]</td>
</tr>
<tr>
<td>Current Grading Option*</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Letter Grade [ ] Pass/Fail [ ] or Both [ ]</td>
<td>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</td>
<td>Proposed Prerequisite</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>
<tr>
<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>
<td></td>
</tr>
</tbody>
</table>

9. Justification for course change. Please indicate how past assessments of student learning prompted proposed changes. The name of this course must be changed to "Pep Band" to be consistent with the other ensemble titles of the School of Music. It will also be easier for students to locate the course in the catalog.

10. Approvals

   [Signature] 9/20/05

Department Chair/Unit Head (if appropriate)/ Date

   [Signature] Oct 14, 2008

Chair of college curriculum committee/Date

   [Signature] 10/14/08

Dean of college/Date

For Committee use only

   [Signature] 11/18/08

For University Curriculum Committee/Date

Action taken: approved as submitted approved as modified

Only utilize form if proposing course for LIBERAL STUDIES designation.

LIBERAL STUDIES ONLY

Revised 9/06
Contact name: ______
Dept. Chair name: ______
College Contact name: ______
Contact email: ______
Dept. Chair email: ______
College Contact email: ______

1. This course is a [ ] Single section [ ] Multi-section
2. List names of faculty who may teach this course: ______
3. Section enrollment cap: ______

If this course is being submitted for approval as a new **LIBERAL STUDIES** course, please complete questions 4-6.  
**OR**

If this course is being submitted for approval as a new **JUNIOR LEVEL WRITING** course, please complete questions 10-11.  
**OR**

If this course is being submitted for approval as a new **SENIOR CAPSTONE** course, please complete questions 12-14.

**NEW LIBERAL STUDIES COURSE**

4. Distribution Block (check one): *If a topics course, must apply to ALL sections.*
   Aesthetic and Humanistic Inquiry [ ] Cultural Understanding [ ] Science [ ] Social and Political Worlds [ ]

5. Skills (check two): *If a topics course, must apply to ALL sections.*
   Effective Oral Communication [ ] Effective Writing [ ] Critical Thinking [ ]
   Quantitative Reasoning [ ] Scientific Inquiry [ ]

6. Is this a topics course? Yes [ ] No [ ]
   If YES, please complete questions 34-36. If NO, please go to question 42.

**TOPICS COURSE ONLY**

7. Identify the **Student Learning Outcomes** that will be found in **ALL** topic syllabi offered under this course number.

   ______

8. Explain by what method(s) Student Learning Outcomes will be **assessed** in **ALL** topic syllabi offered under this course number.

   ______

9. Please attach an example of a Topic Syllabus offered under this course number.

**NEW JUNIOR LEVEL WRITING COURSE (refer to question 19)**

10. To which degree programs offered by your department/academic unit does this proposal apply? ______
    Revised 9/06
11. Do you intend to offer ABC 300 and ABC 300W?  yes □  no □  
If no, please submit a course delete form for the ABC 300.

NEW SENIOR CAPSTONE COURSE (refer to question 19)

12. To which degree programs offered by your department/academic unit does this proposal apply? _____

13. Does this proposal replace or modify an existing course or experience? yes □  no □  
If yes, which course(s)? _____

14. Do you intend to offer ABC 400 and ABC 400C? yes □  no □  
If no, please submit a course delete form for the ABC 400.

Revised 9/06
University Curriculum Committee
Proposal for Course Change

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


3. College CAL

4. Academic Unit/Department School of Music

5. Current course subject/catalog number MUS 121

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

**MUS 121 HARMONY I (2)**
Review of fundamentals followed by study of diatonic melodies, chords, progression, inversion, voicing, voice leading, cadences, and non-chord tones. Note that MUS 121 is normally taken concurrently with MUS 131. Letter grade only. Course fee required.

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

**MUS 121 HARMONY I (2)**
Review of fundamentals followed by study of diatonic melodies, chords, progression, inversion, voicing, voice leading, cadences, and non-chord tones. Note that MUS 121 is normally taken concurrently with MUS 131. Letter grade only. Course fee required. **Prerequisite:** Pass placement exam or pass MUS 120 with a grade of C 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 □

Revised 9/06
**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>If subject or catalog number change Move ☐ or Delete ☐</td>
</tr>
<tr>
<td>☐ yes</td>
<td>☐ no</td>
</tr>
<tr>
<td>Current Grading Option*</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>☐ Letter Grade</td>
<td>☐ Letter Grade</td>
</tr>
<tr>
<td>☐ Pass/Fail</td>
<td>☐ Pass/Fail</td>
</tr>
<tr>
<td>☐ or Both</td>
<td>☐ 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>☐ X</td>
<td>☐ X</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. The School of Music requires that students receive a grade of C or higher in any course in their major. Because no prerequisite has been listed in the catalog for this course, MUS 121, Harmony I, students have been registering for this course without either completing a placement exam or completing MUS 120, Theory Preparation with a grade of C or higher. Therefore, they are registering for the course without being adequately prepared. This prerequisite addition will ensure their preparedness.

10. Approvals

Department Chair/Unit Head (if appropriate)/ Date

Chair of college curriculum committee/Date

Department Chair/Unit Head (if appropriate)/ Date

Chair of college/Date

Revised 9/06
LIBERAL STUDIES ONLY

Contact name: ______  Contact email: ______
Dept. Chair name: ______  Dept. Chair email: ______
College Contact name: ______  College Contact email: ______

1. This course is a  [ ] Single section  [ ] Multi-section
2. List names of faculty who may teach this course: ______
3. Section enrollment cap: ______

If this course is being submitted for approval as a new LIBERAL STUDIES course, please complete questions 4-6.

OR
If this course is being submitted for approval as a new JUNIOR LEVEL WRITING course, please complete questions 10-11.

OR
If this course is being submitted for approval as a new SENIOR CAPSTONE course, please complete questions 12-14.

NEW LIBERAL STUDIES COURSE
4. Distribution Block (check one): If a topics course, must apply to ALL sections.
   Aesthetic and Humanistic Inquiry  [ ]  Cultural Understanding  [ ]  Science  [ ]  Social and Political Worlds  [ ]
5. Skills (check two): If a topics course, must apply to ALL sections.
   Effective Oral Communication  [ ]  Effective Writing  [ ]  Critical Thinking  [ ]
   Quantitative Reasoning  [ ]  Scientific Inquiry  [ ]

6. Is this a topics course?  Yes  [ ]  No  [ ]
   If YES, please complete questions 34-36.  If NO, please go to question 42.

TOPICS COURSE ONLY

Revised 9/06
7. Identify the Student Learning Outcomes that will be found in ALL topic syllabi offered under this course number.

8. Explain by what method(s) Student Learning Outcomes will be assessed in ALL topic syllabi offered under this course number.

9. Please attach an example of a Topic Syllabus offered under this course number.

NEW JUNIOR LEVEL WRITING COURSE (refer to question 19)

10. To which degree programs offered by your department/academic unit does this proposal apply? _____

11. Do you intend to offer ABC 300 and ABC 300W? yes [ ] no [ ]
   
   *If no, please submit a course delete form for the ABC 300.*

NEW SENIOR CAPSTONE COURSE (refer to question 19)

12. To which degree programs offered by your department/academic unit does this proposal apply? _____

13. Does this proposal replace or modify an existing course or experience? yes [ ] no [ ]
   
   *If yes, which course(s)? _____*

14. Do you intend to offer ABC 400 and ABC 400C? yes [ ] no [ ]
   
   *If no, please submit a course delete form for the ABC 400.*
<table>
<thead>
<tr>
<th>1. Is this course a Diversity or Liberal Studies Course?</th>
<th>Liberal Studies □</th>
<th>Diversity □</th>
<th>Both □</th>
</tr>
</thead>
<tbody>
<tr>
<td>3. College</td>
<td>CAL</td>
<td>4. Academic Unit/Department</td>
<td>School of Music</td>
</tr>
<tr>
<td>5. Current course subject/catalog number</td>
<td>MUS 131</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Current catalog title, course description and units. (Cut and paste from current on-line academic catalog) [www4.nau.edu/aio/AcademicCatalog/academiccatalogs.htm)]</td>
<td>Show the proposed changes in this column. Please BOLD the changes, to differentiate from what is not changing.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>MUS 131 SIGHT SINGING AND DICTATION I (2)</strong></td>
<td><strong>MUS 131 EAR TRAINING I (2)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>How to conceptualize written diatonic melodies before hearing them (sight singing) and transcribe the same into notation after hearing (dictation). Note that MUS 131 is normally taken concurrently with MUS 121.</td>
<td>How to conceptualize written diatonic melodies before hearing them, transcribe the same into notation after hearing, and <strong>improvise with these materials</strong>. Note that MUS 131 is normally taken concurrently with MUS 121. <strong>Prerequisite:</strong> Pass placement exam or pass MUS 120 with a grade of C or higher.</td>
<td></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 ✗ 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 □

Revised 9/06
**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>If subject or catalog number change</td>
</tr>
<tr>
<td>yes □ no □</td>
<td>Move □ or Delete □</td>
</tr>
<tr>
<td>Current Grading Option*</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Letter Grade □ Pass/Fail □ or Both □</td>
<td>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</td>
<td>Proposed Prerequisite</td>
</tr>
<tr>
<td>X</td>
<td>Pass placement exam or MUS 120 w/ a grade of C or higher</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.

There are three changes proposed concerning this course: 1. **Name change from “Sight Singing and Dictation” to “Ear Training”:** The reason for this change is that “Ear Training” is a simpler title, more easily understood by students, and more adequately describes what is taught. This term is also used in most other music schools across the country. 2. **Improvisation addition:** The addition of improvisation in the course description makes clear that this is a component of MUS 131, Ear Training I. This is also in compliance with requirements by the National Association of Schools of Music (NASM). 3. **Addition of prerequisite:** Since there is currently no prerequisite listed for this course, MUS 131, Ear Training I, students have been registering for MUS 131 without either completing the placement exam or completing MUS 120, Theory Preparation, with a grade of C or higher. Therefore, they are registering for MUS 131 without being adequately prepared. Adding the prerequisite of either passing the placement exam or passing MUS 120 (Theory Preparation) with a grade of C or better, ensures that they will be prepared in this course.

10. **Approvals**

   [Signature]
   9/30/15

   Department Chair/ Unit Head (if appropriate)/ Date

Revised 9/06
LIBERAL STUDIES ONLY

Contact name:  
Contact email:  
Dept. Chair name:  
Dept. Chair email:  
College Contact name:  
College Contact email:  

1. This course is a  □ Single section  □ Multi-section
2. List names of faculty who may teach this course:  
3. Section enrollment cap:  

If this course is being submitted for approval as a new LIBERAL STUDIES course, please complete questions 4-6.  
OR  
If this course is being submitted for approval as a new JUNIOR LEVEL WRITING course, please complete questions 10-11.  
OR  
If this course is being submitted for approval as a new SENIOR CAPSTONE course, please complete questions 12-14.  

NEW LIBERAL STUDIES COURSE
4. Distribution Block (check one):  If a topics course, must apply to ALL sections.  
   Aesthetic and Humanistic Inquiry  □  Cultural Understanding  □  Science  □  Social and Political Worlds  □  
5. Skills (check two):  If a topics course, must apply to ALL sections.  
   Effective Oral Communication  □  Effective Writing  □  Critical Thinking  □  

Revised 9/06
Quantitative Reasoning ☐  Scientific Inquiry ☐

6. Is this a topics course?  Yes ☐  No ☐
   If YES, please complete questions 34-36.  If NO, please go to question 42.

TOPICS COURSE ONLY
7. Identify the Student Learning Outcomes that will be found in ALL topic syllabi offered under this course number.
   
8. Explain by what method(s) Student Learning Outcomes will be assessed in ALL topic syllabi offered under this course number.
   
9. Please attach an example of a Topic Syllabus offered under this course number.

NEW JUNIOR LEVEL WRITING COURSE (refer to question 19)

10. To which degree programs offered by your department/academic unit does this proposal apply?

11. Do you intend to offer ABC 300 and ABC 300W?  yes ☐  no ☐
    If no, please submit a course delete form for the ABC 300.

   V SENIOR CAPSTONE COURSE (refer to question 19)

12. To which degree programs offered by your department/academic unit does this proposal apply?

13. Does this proposal replace or modify an existing course or experience?  yes ☐  no ☐
    If yes, which course(s)?

14. Do you intend to offer ABC 400 and ABC 400C?  yes ☐  no ☐
    If no, please submit a course delete form for the ABC 400.

Revised 9/06
University Curriculum Committee
Proposal for Course Change

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


3. College CAL 4. Academic Unit/Department School of Music

5. Current course subject/catalog number MUS 132

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>MUS 132 SIGHT SINGING AND DICTATION II (2)</th>
</tr>
</thead>
<tbody>
<tr>
<td>How to conceptualize written diatonic melodies before hearing them (sight singing) and transcribe the same into notation after hearing (dictation). Note that MUS 132 is normally taken concurrently with MUS 122. Letter grade only. Course fee required. Prerequisite: MUS 131</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>MUS 132 EAR TRAINING II (2)</th>
</tr>
</thead>
<tbody>
<tr>
<td>How to conceptualize written diatonic melodies with some chromaticism before hearing them (sight singing), transcribe the same into notation after hearing (dictation), and improvise with these materials. Note that MUS 132 is normally taken concurrently with MUS 122. Letter grade only. Course fee required. Prerequisite: MUS 131 Pass MUS 131 with a grade of C or higher.</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 ☒ 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 9/06
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 yes [ ] no [ ]</td>
<td>If subject or catalog number change, move [ ] or delete [ ]</td>
</tr>
<tr>
<td>Current Grading Option*</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Letter Grade [ ] Pass/Fail [ ] or Both [ ]</td>
<td>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</td>
<td>Proposed Prerequisite</td>
</tr>
<tr>
<td>X MUS 131 with grade of C or higher</td>
<td></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. There are three changes proposed concerning this course: 1. **Name change from “Sight Singing and Dictation” to “Ear Training”:** The reason for this change is that “Ear Training” is a simpler title, more easily understood by students, and more adequately describes what is taught. This term is also used in most other music schools across the country. 2. The addition of “diatonic melodies with some chromaticism and improvisation with those materials” in the course description makes clear that both of these are components of the course. This is also in compliance with requirements by the National Association of Schools of Music (NASM). 3. **Addition of prerequisite:** Students have been registering for MUS 132, Ear Training II, after receiving a D in MUS 131, Ear Training I, then re-taking MUS 131 the following semester. Ear Training courses must be taken consecutively, and in order to be successful and understand the material presented in Ear Training II, students must have received a grade of C or higher in Ear Training I. Adding this clause to the prerequisite ensures that they will be prepared for this course.

10. **Approvals**

Department Chair/Unit Head (if appropriate)/Date

Chair of college curriculum committee/Date

Revised 9/06
LIBERAL STUDIES ONLY

Contact name: ____
Dept. Chair name: ____
College Contact name: ____
Contact email: ____
Dept. Chair email: ____
College Contact email: ____

1. This course is a ☐ Single section ☐ Multi-section
2. List names of faculty who may teach this course: _____
3. Section enrollment cap: _____

If this course is being submitted for approval as a new LIBERAL STUDIES course, please complete questions 4-6.
OR
If this course is being submitted for approval as a new JUNIOR LEVEL WRITING course, please complete questions 10-11.
OR
If this course is being submitted for approval as a new SENIOR CAPSTONE course, please complete questions 12-14.

NEW LIBERAL STUDIES COURSE
4. Distribution Block (check one): If a topics course, must apply to ALL sections.
   Aesthetic and Humanistic Inquiry ☐ Cultural Understanding ☐ Science ☐ Social and Political Worlds ☐

5. Skills (check two): If a topics course, must apply to ALL sections.
   Effective Oral Communication ☐ Effective Writing ☐ Critical Thinking ☐
   Quantitative Reasoning ☐ Scientific Inquiry ☐

6. Is this a topics course? Yes ☐ No ☐
Revised 9/06
If YES, please complete questions 34-36. If NO, please go to question 42.

TOPICS COURSE ONLY
7. Identify the Student Learning Outcomes that will be found in ALL topic syllabi offered under this course number.

8. Explain by what method(s) Student Learning Outcomes will be assessed in ALL topic syllabi offered under this course number.

9. Please attach an example of a Topic Syllabus offered under this course number.

NEW JUNIOR LEVEL WRITING COURSE (refer to question 19)
10. To which degree programs offered by your department/academic unit does this proposal apply? _____

11. Do you intend to offer ABC 300 and ABC 300W? yes ☐ no ☐
    If no, please submit a course delete form for the ABC 300.

NEW SENIOR CAPSTONE COURSE (refer to question 19)
12. To which degree programs offered by your department/academic unit does this proposal apply? _____

13. Does this proposal replace or modify an existing course or experience? yes ☐ no ☐
    If yes, which course(s)? _____

14. Do you intend to offer ABC 400 and ABC 400C? yes ☐ no ☐
    If no, please submit a course delete form for the ABC 400.
University Curriculum Committee
Proposal for Course Change

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


3. College CAL 4. Academic Unit/Department School of Music

5. Current course subject/catalog number MUS 222

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

MUS 222 HARMONY IV (3)
Studies late nineteenth century and twentieth century compositional processes. Note that MUS 222 is normally taken concurrently with MUS 232. Prerequisite: MUS 221

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

MUS 222 HARMONY IV (3)
Studies late nineteenth century and twentieth century compositional processes. Note that MUS 222 is normally taken concurrently with MUS 232. Prerequisite: Pass MUS 221 with a grade of C 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 ☐

Revised 9/06
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>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Letter Grade ☐ Pass/Fail ☐ or Both ☐</td>
<td>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 X</td>
<td>Proposed Prerequisite X</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.
The School of Music requires that students receive a grade of C or higher in any course in their major. Students have been registering for MUS 222, Harmony IV, after receiving a D in MUS 221, Harmony III, then re-taking MUS 221 the following semester. Harmony courses must be taken consecutively, and in order to be successful and understand the material presented in Harmony IV, students must have received a grade of C or higher in Harmony III.

10. Approvals

[Signatures]

Department Chair/Unit Head (if appropriate)/Date

Chair of college curriculum committee/Date

Dean of college/Date

Revised 9/06
LIBERAL STUDIES ONLY

Contact name: ____
Dept. Chair name: ____
College Contact name: ____

Contact email: ____
Dept. Chair email: ____
College Contact email: ____

1. This course is a ☐ Single section ☐ Multi-section
2. List names of faculty who may teach this course: ____
3. Section enrollment cap: ____

If this course is being submitted for approval as a new LIBERAL STUDIES course, please complete questions 4-6.

OR

If this course is being submitted for approval as a new JUNIOR LEVEL WRITING course, please complete questions 10-11.

OR

If this course is being submitted for approval as a new SENIOR CAPSTONE course, please complete questions 12-14.

NEW LIBERAL STUDIES COURSE

4. Distribution Block (check one): If a topics course, must apply to ALL sections.
   Aesthetic and Humanistic Inquiry ☐ Cultural Understanding ☐ Science ☐ Social and Political Worlds ☐

5. Skills (check two): If a topics course, must apply to ALL sections.
   Effective Oral Communication ☐ Effective Writing ☐ Critical Thinking ☐
   Quantitative Reasoning ☐ Scientific Inquiry ☐

6. Is this a topics course? Yes ☐ No ☐
   If YES, please complete questions 34-36. If NO, please go to question 42.

TOPICS COURSE ONLY

Revised 9/06
7. Identify the Student Learning Outcomes that will be found in ALL topic syllabi offered under this course number.

8. Explain by what method(s) Student Learning Outcomes will be assessed in ALL topic syllabi offered under this course number.

9. Please attach an example of a Topic Syllabus offered under this course number.

NEW JUNIOR LEVEL WRITING COURSE (refer to question 19)

10. To which degree programs offered by your department/academic unit does this proposal apply? _____

11. Do you intend to offer ABC 300 and ABC 300W?  yes □ no □

   *If no, please submit a course delete form for the ABC 300.

NEW SENIOR CAPSTONE COURSE (refer to question 19)

12. To which degree programs offered by your department/academic unit does this proposal apply? _____

13. Does this proposal replace or modify an existing course or experience? yes □ no □

   *If yes, which course(s)? _____

14. Do you intend to offer ABC 400 and ABC 400C? yes □ no □

   *If no, please submit a course delete form for the ABC 400.
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 2009

3. College  CAL

4. Academic Unit/Department  School of Music

5. Current course subject/catalog number  MUS 231


   MUS 231 SIGHT SINGING AND DICTATION III  (1)
   How to conceptualize modulating or harmonically altered tonal patterns before hearing them and transcribe the same into notation after hearing. Letter grade only. Course fee required. Prerequisite: MUS 132 and Prerequisite or Corequisite: MUS 221

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

   MUS 231 EAR TRAINING III  (1)
   How to conceptualize modulating or harmonically altered tonal patterns before hearing them, transcribe the same into notation after hearing, and improvise with these materials. Letter grade only. Course fee required. Prerequisite: Pass MUS 132 with a grade of C or higher, and Prerequisite or Corequisite: MUS 221

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 9/06
9. Justification for course change. Please indicate how past assessments of student learning prompted proposed changes.

There are three changes proposed concerning this course: 1. **Name change from “Sight Singing and Dictation” to “Ear Training”:** The reason for this change is that “Ear Training” is a simpler title, more easily understood by students, and more adequately describes what is taught. This term is also used in most other music schools across the country. 2. The addition of improvisation in the course description makes clear that improvisation is a component of MUS 231, Ear Training III. This is also in compliance with requirements by the National Association of Schools of Music (NASM). 3. **Requirement of passing MUS 132, Ear Training II, with a grade of C or higher.** Students have been registering for MUS 231, Ear Training III, after receiving a D in MUS 132, Ear Training II, then re-taking MUS 132, Ear Training II, the following semester. Ear Training course must be taken consecutively, and in order to be successful and understand the material presented in Ear Training III, students must have received a grade of C or higher in Ear Training II. Adding this clause to the prerequisite ensures that they will be prepared for this course.

10. **Approvals**

Department Chair/Unit Head (if appropriate)/Date

Chair of college curriculum committee/Date

Dean of college/Date

Revised 9/06
LIBERAL STUDIES ONLY

Contact name: _____ Contact email: _____
Dept. Chair name: _____ Dept. Chair email: _____
College Contact name: _____ College Contact email: _____

1. This course is a  □ Single section  □ Multi-section
2. List names of faculty who may teach this course: _____
3. Section enrollment cap: _____

If this course is being submitted for approval as a new LIBERAL STUDIES course, please complete questions 4-6. OR
If this course is being submitted for approval as a new JUNIOR LEVEL WRITING course, please complete questions 10-11. OR
If this course is being submitted for approval as a new SENIOR CAPSTONE course, please complete questions 12-14.

NEW LIBERAL STUDIES COURSE

4. Distribution Block (check one): If a topics course, must apply to ALL sections.
   Aesthetic and Humanistic Inquiry □ Cultural Understanding □ Science □ Social and Political Worlds □

5. Skills (check two): If a topics course, must apply to ALL sections.
   Effective Oral Communication □ Effective Writing □ Critical Thinking □
   Quantitative Reasoning □ Scientific Inquiry □

6. Is this a topics course? Yes □ No □
   If YES, please complete questions 34-36. If NO, please go to question 42.

TOPICS COURSE ONLY

Revised 9/06
7. Identify the Student Learning Outcomes that will be found in ALL topic syllabi offered under this course number.

8. Explain by what method(s) Student Learning Outcomes will be assessed in ALL topic syllabi offered under this course number.

9. Please attach an example of a Topic Syllabus offered under this course number.

NEW JUNIOR LEVEL WRITING COURSE (refer to question 19)

10. To which degree programs offered by your department/academic unit does this proposal apply? 

11. Do you intend to offer ABC 300 and ABC 300W? yes □ no □

   If no, please submit a course delete form for the ABC 300.

NEW SENIOR CAPSTONE COURSE (refer to question 19)

12. To which degree programs offered by your department/academic unit does this proposal apply? 

13. Does this proposal replace or modify an existing course or experience? yes □ no □

   If yes, which course(s)? 

14. Do you intend to offer ABC 400 and ABC 400C? yes □ no □

   If no, please submit a course delete form for the ABC 400.

Revised 9/06
University Curriculum Committee
Proposal for Course Change

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


3. College CAL

4. Academic Unit/Department School of Music

5. Current course subject/catalog number MUS 232

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

**MUS 232 SIGHT SINGING AND DICTATION IV (1)**
How to conceptualize complex tonal or atonal structures before hearing them and transcribe the same into notation after hearing. Letter grade only. Course fee required. Prerequisite: MUS 231 and prerequisite or Corequisite: MUS 222

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

**MUS 232 EAR TRAINING IV (1)**
How to conceptualize complex tonal or atonal structures before hearing them, transcribe the same into notation after hearing, and improvise with these materials. Letter grade only. Course fee required. Prerequisite: Pass MUS 231 with a grade of C or higher, and Prerequisite or Corequisite: MUS 222

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 9/06
### PROPOSED

<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 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 X</td>
<td>Proposed Prerequisite X</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 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 are three changes proposed concerning this course: 1. Name change from “Sight Singing and Dictation” to “Ear Training”. The reason for this change is that “Ear Training” is a simpler title, more easily understood by students, and more adequately describes what is taught. This term is also used in most other music schools across the country. 2. The addition of improvisation in the course description makes clear that improvisation is a component of the Ear Training IV course. This is also in compliance with requirements by the National Association of Schools of Music (NASM). 3. Requirement of passing MUS 231, Ear Training III, with a grade of C or higher: Students have been registering for MUS 232, Ear Training IV, after receiving a D in MUS 231, Ear Training III, then re-taking MUS 231, Ear Training III, the following semester. Ear Training courses must be taken consecutively, and in order to be successful and understand the material presented in Ear Training IV, students must have received a grade of C or higher in Ear Training III. Adding this clause to the prerequisite ensures that they will be prepared for this course.

10. Approvals

Department Chair/Unit Head (if appropriate)/ Date

Chair of college curriculum committee/Date

Jean of college/Date

Revised 9/06
LIBERAL STUDIES ONLY

Contact name: _____
Dept. Chair name: _____
College Contact name: _____

Contact email: _____
Dept. Chair email: _____
College Contact email: _____

1. This course is a □ Single section □ Multi-section
2. List names of faculty who may teach this course: _____
3. Section enrollment cap: _____

If this course is being submitted for approval as a new LIBERAL STUDIES course, please complete questions 4-6.

OR

If this course is being submitted for approval as a new JUNIOR LEVEL WRITING course, please complete questions 10-11.

OR

If this course is being submitted for approval as a new SENIOR CAPSTONE course, please complete questions 12-14.

NEW LIBERAL STUDIES COURSE
4. Distribution Block (check one): If a topics course, must apply to ALL sections.
   Aesthetic and Humanistic Inquiry □ Cultural Understanding □ Science □ Social and Political Worlds □
   Effective Oral Communication □ Effective Writing □ Critical Thinking □
   Quantitative Reasoning □ Scientific Inquiry □

5. Skills (check two): If a topics course, must apply to ALL sections.
   Effective Oral Communication □ Effective Writing □ Critical Thinking □
   Quantitative Reasoning □ Scientific Inquiry □

6. Is this a topics course? Yes □ No □
   If YES, please complete questions 34-36. If NO, please go to question 42.

TOPICS COURSE ONLY

Revised 9/06
7. Identify the Student Learning Outcomes that will be found in ALL topic syllabi offered under this course number.

8. Explain by what method(s) Student Learning Outcomes will be assessed in ALL topic syllabi offered under this course number.

9. Please attach an example of a Topic Syllabus offered under this course number.

NEW JUNIOR LEVEL WRITING COURSE (refer to question 19)

10. To which degree programs offered by your department/academic unit does this proposal apply? _____

11. Do you intend to offer ABC 300 and ABC 300W? yes □ no □
   If no, please submit a course delete form for the ABC 300.

NEW SENIOR CAPSTONE COURSE (refer to question 19)

12. To which degree programs offered by your department/academic unit does this proposal apply? _____

13. Does this proposal replace or modify an existing course or experience? yes □ no □
   If yes, which course(s)? _____

14. Do you intend to offer ABC 400 and ABC 400C? yes □ no □
    If no, please submit a course delete form for the ABC 400.

Revised 9/06
University Curriculum Committee
Proposal for Course Deletion

   Fall 2008

2. College  
   College of Arts and Letters

3. Academic Unit/Department  
   Art

4. Current course subject and catalog number  ART 200

5. Current catalog title  
   Visual Aesthetics for Contemporary Culture

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 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 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.  
    ART 200 has never been taught and there is no plan for the course to be taught in the future.

12. Approvals
   
   Department Chair/Unit Head (if appropriate)/Date  
   [Signature]  9/22/08

   Chair of college curriculum committee/ Date  
   [Signature]  10/14/08

   Dean of college/Date  
   [Signature]  

Revised 9/06
   Fall 2008

2. College        College of Arts and Letters
3. Academic Unit/Department     Art

4. Current course subject and catalog number     ART 231

5. Current catalog title   Painting I

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 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 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.
   ART 231 was replaced with ART 222 eight years ago. ART 231 is an unused course and number that has continually been posted in the catalog.

12. Approvals
   
   [Signatures and dates]
   
   Department Chair/Unit Head (if appropriate)/ Date
   [Signature] 10/15/08

   Chair of college curriculum committee/ Date
   [Signature]

   Dean of college/Date
   [Signature]
For Committee use only

Action taken: ______ approved as submitted ______ approved as modified

Note: Submit original to associate provost's office

Revised 9/06
University Curriculum Committee
Proposal for Course Deletion

1. Course deletion effective at the end of what term and year?  
(ex. Spring 2008, Summer 2008)  
Fall 2008

2. College  
   College of Arts and Letters

3. Academic Unit/Department  
   Art

4. Current course subject and catalog number  
   ART 331

5. Current catalog title  
   Painting II

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 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 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.
    ART 331 was replaced with ART 322 eight years ago. ART 331 is an unused course and number that has continually been posted in the catalog.

12. Approvals
    Tom Peter  
    10/15/08
    Department Chair/Unit Head (if appropriate)/ Date
    Dean of college/Date

   Jane Brown  
   Chair of college curriculum committee/ Date

Revised 9/06
University Curriculum Committee
Proposal for Course Deletion

   Fall 2008

2. College  College of Arts and Letters

3. Academic Unit/Department  Art

4. Current course subject and catalog number  ART 432

5. Current catalog title  Painting IV

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 how in the justification and provide supporting documentation from the affected institutions.

11. Justification for course deletion.
    ART 432 was replaced with ART 422 Painting Concepts II eight years ago. ART 432 is an unused course and number that has continually been posted in the catalog.

12. Approvals
    Tom Peter  10/15/08
    Department Chair/Unit Head (if appropriate)/ Date
    Jan Brown  1/9/10
    Chair of college curriculum committee/ Date
    Dean of college/ Date

Revised 9/06
For Committee use only

or University Curriculum Committee/Date

Action taken: ______ approved as submitted ______ approved as modified

Note: Submit original to associate provost's office

Revised 9/06
Is this course a Diversity or Liberal Studies Course? Liberal Studies □ Diversity □ Both □


3. College CEFNS
4. Academic Unit/Department Chemistry & Biochemistry

5. Current course subject/catalog number

<table>
<thead>
<tr>
<th>Current catalog title, course description and units.</th>
<th>Show the proposed changes in this column. Please <strong>BOLD</strong> the changes, to differentiate from what is not changing.</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 462 BIOCHEMISTRY II (3) Continuation of CHM 461. Spring. Prerequisite: CHM 461</td>
<td>&lt;no change in catalog copy text&gt;</td>
</tr>
</tbody>
</table>

7. Is this course required or an elective in any other plan (major, minor, certificate)? Yes □ No X
   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>
<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 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</td>
<td>Proposed Prerequisite</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.

Course grading options of BOTH Pass/Fail and Letter Grade was mistakenly entered into system about 2 years ago. This lecture course should have been ONLY Letter Grading.

10. Approvals

Brandy Northard
Department Chair/ Unit Head (if appropriate)/ Date

Chair of college curriculum committee/Date

Dean of college/Date

For Committee use only 11/18/08

For University Curriculum Committee/Date
University Curriculum Committee  
Proposal for Course Change

<table>
<thead>
<tr>
<th>2. Course change effective beginning of what term and year?</th>
<th>Fall 2009</th>
</tr>
</thead>
</table>

5. Current course subject/catalog number | CM 124 |

<table>
<thead>
<tr>
<th>6. Current catalog title, course description and units. (Cut and paste from current on-line academic catalog. See catalog at www4.nau.edu/aio/AcademicCatalog/academiccatalogs.htm).</th>
</tr>
</thead>
<tbody>
<tr>
<td>CM 124 CONSTRUCTION METHODS II (3)</td>
</tr>
<tr>
<td>Continuation of the development of construction logic for residential and light commercial construction. 2 hrs. lecture, 2 hrs. lab. Letter grade only. Course fee required. Prerequisite: (CM 120 or CM 120H) and CM 123</td>
</tr>
</tbody>
</table>

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

8. Does this change affect community college articulation? \( \square \) Yes \( \square \) No \( \times \)
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? \( \square \) Yes \( \square \) No \( \times \)
If yes, has the change been approved by the Articulation Task Force? \( \square \) Yes \( \square \) No \( \square \)

If this course has been listed in the Course Equivalency Guide, should that listing be left as is \( \square \) or be revised? \( \square \)
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>2 hrs lecture 2 hrs lab</td>
<td>3 hrs lecture</td>
</tr>
<tr>
<td>Current Course Fee yes ☐ no ☐</td>
<td>If subject or catalog number change</td>
</tr>
<tr>
<td>Current Grading Option*</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Letter Grade ☐ Pass/Fail ☐ or Both ☐</td>
<td>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</td>
<td>Proposed Prerequisite</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.
   This change aligns the syllabus with the actuality of this course. The lab is unnecessary for the present pedagogical method for this work. This also works towards curriculum efficiency.

10. Approvals

   9/15/2008

   Department Chair/ Unit Head (if appropriate)/ Date
   [Signature] 10/20/08

   Chair of college curriculum committee/Date
   [Signature] 10/20/08

   Dean of college/Date
   [Signature] 11/18/08

   For Committee use only
   [Signature] 11/18/08

   For University Curriculum Committee/Date
   [Signature] 11/18/08

   Action
   Taken: approved as submitted approved as modified

Revised 8/08
CM 124: CONSTRUCTION METHODS II

College of Engineering Forestry & Natural Sciences
Construction Management Department
Fall Semester, 2008. Section 1 #5848
3 Credit Hours

Course Syllabus

Time: Tuesday/Thursday
Location: Building #69 – Engineering
Instructor: Susan J. Thomas
Office Address: Engineering, Rm. 322E
Office Hours: Wednesday and Friday

2:20 P.M.—3:35 P.M.
Rm. 321
susan.thomas@nau.edu
Office Phone: 523-5013
8:30-11:00 or by appointment

Course Prerequisite: CM 123 with a grade greater than or equal to a “C”.

Course Description: This class builds on the material and methods concepts for residential construction introduced in CM 123. It begins with a review of fundamentals of performance of materials and assemblies, introduces students to an overview of how commercial construction projects are conceived, constructed, and managed. Students are introduced to the functions and dynamics of the Project Team; and based on a systems approach, introduced to the materials and methods common to commercial construction projects. The course provides the introduction and base knowledge of the main building construction systems that are explored in detail in further classes in construction management program including: CM 220 – Introduction to Structures, CM 224 – Concrete Systems, CM 225 - Masonry, CM 321 – Structural Steel Systems, and CM 360 Soil Mechanics.

Student Learning Expectations/Outcomes:
By the end of the course, you should be able to:

1. Identify the major and minor components of a commercial building (acronyms/definitions/vocabulary intensive).
2. Identify and classify different commercial construction systems including: foundation system options, concrete and steel frame systems, curtain wall systems, roofing systems, thermal and moisture protection systems, finish systems, and environmental and energy systems. (knowledge of commercial construction materials, methods and details).
3. Describe how commercial construction projects are organized and managed. (foundation for construction management theory).

Course Approach: Lecture/discussion/exercises/films/field trips


Additional Readings: As posted in Vista or provided in handouts.

Assessment of Student Learning Objectives:
Exams (Mid-term and Final); tests; quizzes; assignments; class participation, final project.
CM 124: CONSTRUCTION METHODS II

Required Materials: Text; handouts/weblinks for readings will be distributed or posted in Vista during the course of the semester. Students will be responsible for the content of the handouts on the mid-term and final exams.

VISTA SHELL:
A course shell is available on the University’s Vista System. The shell will be used to post reading assignments/articles/excerpts periodically. Additionally the Vista shell will be used to distribute information, and to provide access to course materials and resources. Accordingly, it is the student’s responsibility to check the Vista shell on a regular basis (at least weekly, preferably Mondays and Fridays) for mail, assignments and announcements. All grades will be posted in Vista. Please review your Vista website for special instructions involving hotmail accounts.

Course Outline: See class/assignment schedule posted in Vista. THIS IS SUBJECT TO CHANGE!

Attendance: Attendance in the class is highly encouraged. You will be responsible for all lecture material including films and handouts. Attendance will be taken with points allocated as identified below.

Assignments: Over the course of the semester you will be required to complete various homework assignments, projects and quizzes. These assignments will be due on the date/time announced. Late assignments may be submitted within three days of the due date, but will have 10% deducted prior to allocating the earned grade.

Quizzes: Quizzes may be given periodically on the assigned reading material and handouts.

Projects: A final paper/project is required for this class. It will be worth 15% of your total grade.

Exams/Tests: There will be two exams this semester as noted on the course schedule. Each exam will be comprehensive and you will be responsible for all work covered prior to the exam. There will be two tests for this class

Retests/Makeup Tests: If you miss a test and have a certified medical excuse and/or prior instructor approval you may take a makeup test. If you miss the final exam without a valid excuse, a zero will be averaged into your grade.

Professionalism: This program is designed to develop not only your technical skills but also your professional skills. Professionalism starts with coming to class on time, paying attention to the material presented, and treating your fellow students and instructor with respect.

Consulting with Faculty: You are strongly encouraged to discuss any academic or personal questions with the course instructor or other faculty during their office hours or via e-mail.

Calculation of Course Grade: Your grade will be calculated as follows:

<table>
<thead>
<tr>
<th>Component</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Examinations</td>
<td>250</td>
</tr>
<tr>
<td>Tests</td>
<td>150</td>
</tr>
<tr>
<td>Paper/Project</td>
<td>150</td>
</tr>
<tr>
<td>Assignments/Quizzes</td>
<td>350</td>
</tr>
<tr>
<td>Class Participation and Attendance</td>
<td>100</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1000</strong></td>
</tr>
</tbody>
</table>

900 and above = A, 800 and above = B, 700 and above = C, 600 and above = D.
CM 124: CONSTRUCTION METHODS II

**Note:** Grades are **not** curved in this course. A grade of "C" or better is required to proceed on to the classes that require this course as a pre-requisite.

**University Policies:**

- Academic Dishonesty Policy and Student Disciplinary Procedures: [http://www4.nau.edu/stulife/handbookdishonesty.htm](http://www4.nau.edu/stulife/handbookdishonesty.htm)
- Class Management Statement [http://www4.nau.edu/stulife/handbookmanagement.htm](http://www4.nau.edu/stulife/handbookmanagement.htm)
- CM Professional Ethics and Code of Conduct (See Vista Shell)

**Course Outline: CM124 Construction Methods II**

<table>
<thead>
<tr>
<th>Date</th>
<th>CM 124</th>
<th>Readings:</th>
<th>Assignment:</th>
</tr>
</thead>
<tbody>
<tr>
<td>26-Aug</td>
<td>Introduction and Syllabus</td>
<td></td>
<td></td>
</tr>
<tr>
<td>28-Aug</td>
<td>Commercial Difference - the Project Team</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2-Sep</td>
<td>Review - Design/Construction Phases/Codes/Standards</td>
<td>Chap 1 &amp; 2 pgs 1-50</td>
<td>Review questions 1, 3, 4 &amp; 6 p. 23; Questions 1-5 p. 50</td>
</tr>
<tr>
<td>4-Sep</td>
<td>Live and Dead Loads, principles of load resistance</td>
<td>Chap 3 &amp; 4 pgs 50-100</td>
<td>Review questions 1, 3, 4, 8 &amp; 9 p. 75; Questions 2, 7, 8 &amp; 9 pg 69</td>
</tr>
<tr>
<td>9-Sep</td>
<td>Thermal Properties</td>
<td>Chap 5 pgs 100-131</td>
<td>Review Questions 1, 2, 3, 5, 6 &amp; 7 pg 130</td>
</tr>
<tr>
<td>11-Sep</td>
<td>Air Leakage and Water Vapor Control</td>
<td>Chap 6 pgs 133-149</td>
<td>Review Questions 1, &amp; 2</td>
</tr>
<tr>
<td>16-Sep</td>
<td>Fire Resistive/Acoustical Properties of Materials</td>
<td>Chap 7-8 pgs 151-175</td>
<td>Review questions 1, 2, &amp; 4 p. 165; Quiz</td>
</tr>
<tr>
<td>23-Sep</td>
<td>Test #1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>25-Sep</td>
<td>Site and Soils</td>
<td>Chap 21 pgs 503-510</td>
<td></td>
</tr>
<tr>
<td>30-Sep</td>
<td>Excavation and Excavation Equipment/cycle times</td>
<td>Handout/Exercise</td>
<td>Soils report assignment due</td>
</tr>
<tr>
<td>2-Oct</td>
<td>Earthmovers Film</td>
<td></td>
<td>In class Quiz</td>
</tr>
<tr>
<td>7-Oct</td>
<td>Foundation Systems/Value Engineering</td>
<td>Chap 21 pgs 503-539</td>
<td>Review question #4 p. 539</td>
</tr>
<tr>
<td>9-Oct</td>
<td>Mid-Term</td>
<td></td>
<td>Project Summary due</td>
</tr>
<tr>
<td>14-Oct</td>
<td>Floor Systems</td>
<td>Chap 16 pgs 341-360</td>
<td>Review questions 2 &amp; 3 p. 477</td>
</tr>
<tr>
<td>18-Oct</td>
<td>Presentations</td>
<td>Chap 19 pgs 445-477</td>
<td>Acroynms Due</td>
</tr>
<tr>
<td>23-Oct</td>
<td>Water Infiltration in the Exterior Shell</td>
<td>Chap 9 pgs 177-195</td>
<td></td>
</tr>
<tr>
<td>28-Oct</td>
<td>Presentations</td>
<td>Chap 20 pgs 479-501</td>
<td>Bid Assignment Due</td>
</tr>
<tr>
<td>30-Oct</td>
<td>Exterior Cladding Systems</td>
<td>Chap 18 pgs 177-195</td>
<td></td>
</tr>
<tr>
<td>4-Nov</td>
<td>Roof Systems</td>
<td>Chap 20 pgs 445-573</td>
<td></td>
</tr>
<tr>
<td>6-Nov</td>
<td>Finish Systems/Conveyance Systems</td>
<td>Chap 31 pgs 817-849</td>
<td>Review Question #1 p. 848</td>
</tr>
<tr>
<td></td>
<td><strong>Test #2</strong></td>
<td>Chap 32/3 pgs 903-947</td>
<td>Handout</td>
</tr>
<tr>
<td>11-Nov</td>
<td>VETERENS DAY - UNIVERSITY CLOSED</td>
<td></td>
<td>Review Question #5 p. 931; #1 p. 947</td>
</tr>
<tr>
<td>13-Nov</td>
<td>MPEF Systems</td>
<td></td>
<td>Definitions due</td>
</tr>
<tr>
<td>18-Nov</td>
<td>South Plant Field Trip</td>
<td></td>
<td></td>
</tr>
<tr>
<td>20-Nov</td>
<td>Managing the Project</td>
<td></td>
<td></td>
</tr>
<tr>
<td>25-Nov</td>
<td>Skyscrapers-Film</td>
<td></td>
<td>In class quiz; Term Projects Due</td>
</tr>
<tr>
<td>27-Nov</td>
<td>THANKSGIVING - UNIVERSITY CLOSED</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2-Dec</td>
<td>Presentations</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4-Dec</td>
<td>Final Exam Review</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11-Dec</td>
<td>Final Exam Thursday, Dec 11th, 12:30 P.M.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
University Curriculum Committee
Proposal for Course Change

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


3. College CEFNS

4. Academic Unit/Department Construction Management

5. Current course subject/catalog number CM 222

6. Current catalog title, course description and units. (Cut and paste from current on-line academic catalog)

   CM 222 CONSTRUCTION GRAPHICS (3)
   Sketching fundamentals, multi-view projection, pictorial drawings, architectural drawings, work drawings, and introduction to computer graphics. 2 hrs. lecture, 3 hrs. lab. Letter grade only. Course fee required. Prerequisite: CM 123 and CM 124 with grades greater than or equal to C

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

   CM 222 CONSTRUCTION GRAPHICS (3)
   Sketching fundamentals, multi-view projection, pictorial drawings, architectural drawings, work drawings, and introduction to computer graphics. 3 lecture, Letter grade only. Course fee required. Prerequisite: CM 123 and CM 124 with grades greater than or equal to C

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

   Is 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 [x]

   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? ________

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>2 hrs lecture 3 hrs lab</td>
<td>3 hrs lecture</td>
</tr>
<tr>
<td>Current Course Fee</td>
<td>If subject or catalog number change</td>
</tr>
<tr>
<td>yes ☐ no ☐</td>
<td>Move ☐ or Delete ☐</td>
</tr>
<tr>
<td>Current Grading Option*</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Letter Grade ☐ Pass/Fail ☐ or Both ☐</td>
<td>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</td>
<td>Proposed Prerequisite</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.
This change aligns the syllabus with the actuality of this course. The lab is unnecessary for the present pedagogical method for this work. This also works towards curriculum efficiency.

10. Approvals

[Signature] 9/15/2008
Department Chair/ Unit Head (if appropriate)/ Date

[Signature] 10/20/08
Chair of college curriculum committee/Date

[Signature] 10/20/08
Dean of college/Date

For Committee use only

[Signature] 11/18/08
For University Curriculum Committee/Date

Action taken: approved as submitted ☑ approved as modified
CM 222 - Construction Graphics

College of Engineering, Forestry and Natural Sciences
Department of Construction Management
Section 1 #5850 Fall Semester
3 Credit Hours

SYLLABUS

Time T - TH 11:10-12:25 A.M.
Location Building 69 Room 120
Instructor Susan Jay Thomas
Office Address Engineering #322E Office Phone: 523-5013
Office Hours W/F 8:30 A.M.-11:00 A.M.

Preferred Method of Contact when a Rapid Response is desired: susan.thomas@nau.edu (NAU Email- NOT Vista)

Course Prerequisite: CM 123 and CM 124 with grades greater than or equal to a “C”.

Course Description: Overview, use and understanding of the organization of varying construction documents with specific emphasis on the components, organization and interrelationship between the plans and specifications. Introduction to blueprint reading. Use of 3-D and scale modeling applications. This class provides foundation information and exercises to prepare students for the further detailed information in CM 481 Construction Operations and CM 489 Construction Administration.

Learning Expectations/Outcomes: Upon completion of this course the student should be able to:

Foundational Knowledge:
- Understand the “what” and “why” of the various construction and contract documents; understand and identify the relationship between the various elements of a Contract Document package based on differing project delivery systems; identify the proper assembly of a Bid set of documents; identify typical materials and symbols shown on a plan set.

Application:
- Draw basic construction details and sections
- Analyze specifications for construction materials and methods requirements
- Perform basic quantity surveys and materials estimates
- Create an electronic three dimensional model of a small home; build a physical scale model of a small home
- Create a Project Presentation Manual including a Program Report, site plan, code analysis, MP & E plans, door, window and finish schedules.

Course Structure: Lecture, exercises, project work.

Available at: CMO Book Swap 08-26-08 Room 101; NAU Bookstore, UT&T or www.Dealoz.com
CM 222 - Construction Graphics

Required Materials:
- Set of Architect and Engineer scales
- Student’s materials of choice to build a model (a glue gun is helpful)
- Coursepack available from: The Print Raven
  1300 S. Milton Rd Ste 125 (Opposite Carl’s Jr. Drive-In access)
  Flagstaff, Arizona 86001 (928) 773-1105

VISTA SHELL:
A course shell will be constructed on the University’s Vista System. The shell will be used to post reading assignments/articles/excerpts periodically. Additionally, the Vista shell will be used to distribute information, and to provide access to course materials and resources. Accordingly, it is the student’s responsibility to check the Vista shell on a regular basis for mail, assignments and announcements. All grades will be posted in Vista. Please review your Vista website for special instructions involving hotmail accounts.

Class/Assignment Schedule: Refer to schedule included in the Course Pack and posted in Vista.
NOTE: THE SCHEDULE IS SUBJECT TO CHANGE!

Attendance: Attendance in the class is highly encouraged. You will be responsible for all lecture material including films and handouts. Attendance will be taken with points allocated as identified below.

Assignments: Over the course of the semester you will be required to complete various homework assignments, projects and quizzes. These assignments will be due on the date/time announced. Late assignments may be submitted within three days of the due date, but will have 10% deducted prior to allocating the earned grade.

Quizzes: Quizzes may be given regularly. This is subject to results of class participation and quality of assignments turned in.

Projects:
- One 3-D model project is required. A presentation of the model project will also be required.
- The final project consists of a Project Presentation Manual

Exams: There will be two exams during the semester, and they are noted on the course schedule. Each exam will be comprehensive and you will be responsible for all work covered prior to the exam.

Retests/Makeup Tests: If you miss a test and have a certified medical excuse and/or prior instructor approval you may take a makeup test. If you miss the final exam without a valid excuse, a zero will be averaged into your grade.

Professionalism: This program is designed to develop not only your technical skills but also your professional skills. Professionalism starts with coming to class on time, paying attention to the material presented, and treating your fellow students and instructor with respect.

Consulting with Faculty: You are strongly encouraged to discuss any academic or personal questions with the course instructor or other faculty members during their office hours or via e-mail.
CM 222 - Construction Graphics

Calculation of Course Grade: Your grade will be calculated as follows:

- Examinations: 300 points
- Quizzes (or assignments): 50 points
- Projects: 300 points
- Assignments: 250 points
- Class Participation and Attendance: 100 points
- Total: 1000 Points

900 and above = A, 800 and above = B, 700 and above = C, 600 and above = D.
Note: Grades are not curved in this course. A grade of “C” or better is required to proceed on to the classes that require this course as a pre-requisite.

University Policies:
- Academic Dishonesty Policy and Student Disciplinary Procedures: http://www4.nau.edu/stulife/handbookdishonesty.htm
- Class Management Statement http://www4.nau.edu/stulife/handbookmanagement.htm
- CEFNS Professional Ethics and Code of Conduct (See Vista Shell)
Is this course a Diversity or Liberal Studies Course?  
Liberal Studies □  Diversity □  Both □

2. Course change effective beginning of what term and year?  
Fall 2009

3. College  CEFNS  4. Academic Unit/Department  Construction Management

5. Current course subject/catalog number  CM 224

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

| CM 224 Concrete and Concrete Form Systems (3) |
| Selection and evaluation of materials and forming methods used in concrete installation in residential and commercial construction. 2 hrs. lecture, 3 hrs. lab.  
Letter grade only. Course fee required. Prerequisite: CM 124 and Prerequisite or Corequisite: CM 220 |

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

| CM 224 Concrete and Concrete Form Systems (3) |
| Selection and evaluation of materials and forming methods used in concrete installation in residential and commercial construction. 2 hrs. lecture, 3 hrs. lab.  
Letter grade only. Course fee required.  
Prerequisite: CM 124 |

7. Is this course required or an elective in any other plan (major, minor, certificate)?  Yes □  No x  
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>
<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 yes [ ] no [ ]</td>
<td>If subject or catalog number change Move [ ] or Delete [ ]</td>
</tr>
<tr>
<td>Current Grading Option*</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Letter Grade [ ] Pass/Fail [ ] or Both [ ]</td>
<td>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</td>
<td>Proposed Prerequisite</td>
</tr>
<tr>
<td>CM 124 and CM 220</td>
<td>CM 124</td>
</tr>
<tr>
<td>Current Co-requisite</td>
<td>Proposed Co-requisite</td>
</tr>
<tr>
<td>CM 220</td>
<td>None</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.
This change aligns the curriculum with the assessment plan and eliminates a redundancy. This also works towards helping students complete the plan more effectively.

We also cannot justify any logical reason for this prerequisite, as this course needs only pre-knowledge of certain terminology found in CM 124.

10. Approvals

9/15/2008
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

Revised 8/08
University Curriculum Committee
Proposal for Course Change

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


3. College CEFNS 4. Academic Unit/Department CM

5. Current course subject/catalog number CM 326

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

**CM 326 MECHANICAL SYSTEMS (3)**

Mechanical principles and techniques as they relate to heating, cooling, and plumbing systems in residential and commercial construction. 2 hrs. lecture, 3 hrs. lab. Letter grade only. Course fee required. Prerequisite: PHY 112 and 112L with grades greater than or equal to C

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

**CM 326 MECHANICAL SYSTEMS (3)**

Mechanical principles and techniques as they relate to heating, cooling, and plumbing systems in residential and commercial construction. 2 hrs. lecture, 3 hrs. lab. Letter grade only. Course fee required. Prerequisite: PHY 112 and 112L or PHY 262 with grades greater than or equal to C

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

---

**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>
</tbody>
</table>

Revised 8/08
<table>
<thead>
<tr>
<th>Current number of units/credits</th>
<th>Proposed number of units/credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Course Fee</td>
<td>If subject or catalog number change Move □ or Delete □</td>
</tr>
<tr>
<td>yes □ no □</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Current Grading Option*</td>
<td>Letter Grade □ Pass/Fail □ or Both □</td>
</tr>
<tr>
<td>Letter Grade □ Pass/Fail □ or Both □</td>
<td>Proposed Repeat for additional Units</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 PHY 112 and 112L with grades greater than or equal to C</td>
<td>Proposed Prerequisite PHY 112 and 112L or PHY 262 with grades greater than or equal to C</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 cover internal engineering major who changes to CM thus reducing override paperwork.

Engineering students take the calculus physics sequence, CM students take the non-calculus based physics sequence.

10. Approvals

9/8/2008

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

Is this course a Diversity or Liberal Studies Course? Liberal Studies Θ Diversity Θ Both Θ


3. College CEFNS 4. Academic Unit/Department Construction Management

5. Current course subject/catalog number CM 481

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

CM 481 Construction Operations (3)
Concepts and skills required for overall construction project operations, including planning, supervision, and execution of a constructed project. Letter grade only. Course fee required. Prerequisite: CM 329 with a grade greater than or equal to C or Corequisite: CM 329

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

CM 481 Construction Operations (3)
Concepts and skills required for overall construction project operations, including planning, supervision, and execution of a constructed project. Letter grade only. Course fee required. Prerequisite: Senior Status or Instructors Consent.

Is this course required or an elective in any other plan (major, minor, certificate)? Yes ☐ No x
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 x 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 yes [ ] no [ ]</td>
<td>If subject or catalog number change Move [ ] or Delete [ ]</td>
</tr>
<tr>
<td>Current Grading Option*</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Letter Grade [ ] Pass/Fail [ ] or Both [ ]</td>
<td>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</td>
<td>Proposed Prerequisite</td>
</tr>
<tr>
<td>CM 329 with a grade greater than or equal to C</td>
<td>Senior Status or Instructors Consent</td>
</tr>
<tr>
<td>Current Co-requisite or Corequisite: CM 329</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>
<tr>
<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>
<td></td>
</tr>
</tbody>
</table>

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

The change aligns the curriculum with the assessment plan and eliminates a redundancy.

The change also works towards helping students complete the plan more effectively.

This course is a non-mathematical course with learners acquiring new terminology and cognitive knowledge. Students need to have basic knowledge from the early construction management courses but no specific pre-requisite knowledge or skills are required.

We recognize that there will be rare instances when a student shows up with senior status without being ready for this course and we believe it makes more sense to handle the exception than to pre-requisite the course.

10. Approvals

9/15/2008
Department Chair/ Unit Head (if appropriate)/ Date

10/20/08
Chair of college curriculum committee/Date

Revised 8/08
Dean of college/Date

For Committee use only

for University Curriculum Committee/Date 1/18/08

Action taken: approved as submitted ☑ approved as modified

Revised 8/08
University Curriculum Committee
Proposal for Course Change

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


3. College CEFNS 4. Academic Unit/Department Construction Management

5. Current course subject/catalog number CM 489

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

CM 489 Construction Project Administration
Contract documents, laws and regulations, labor relations, principles of total quality management and partnering, and project oversight. Prerequisite: CM 388 and CM 481 with grades greater than or equal to C

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

CM 489 Construction Project Administration
Contract documents, laws and regulations, labor relations, principles of total quality management and partnering, and project oversight. Prerequisite: Senior Status or Instructor's Consent.

Is this course required or an elective in any other plan (major, minor, certificate)? Yes □ No x
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 x or be revised □

If revised, how should it be revised? _____

Revised 8/08
<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 [ ] 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 CM 388 and CM 481 with grades greater than or equal to C</td>
<td>Proposed Prerequisite Senior Status 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>
<tr>
<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>
<td>Justification for course change. Please indicate how past assessments of student learning prompted proposed changes.</td>
</tr>
</tbody>
</table>

The change aligns the curriculum with the assessment plan and eliminates a redundancy.

The change also works towards helping students complete the plan more effectively.

This course is a non-mathematical course with learners acquiring new terminology and cognitive knowledge. Students need to have basic knowledge from the early construction management courses but no specific pre-requisite knowledge or skills are required.

We recognize that there will be rare instances when a student shows up with senior status without being ready for this course and we believe it makes more sense to handle the exception than to pre-requisite the course.

10. Approvals

9/15/2008
Department Chair/ Unit Head (if appropriate)/ Date
Chair of college curriculum committee/Date
Dean of college/Date

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


College SBS Academic Unit/Department COMM

Current course subject/catalog number MER 430

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

MER 430 CULTURAL, PSYCHOLOGICAL AND SOCIAL ASPECTS OF DRESS (3)
Emphasizes the cultural, psychological, and social aspects of dress. CU

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

MER 330 CULTURAL, PSYCHOLOGICAL AND SOCIAL ASPECTS OF DRESS (3)
Emphasizes the cultural, psychological, and social aspects of dress. CU

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.

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? _____

IN THE FOLLOWING SECTION, COMPLETE ONLY WHAT IS CHANGING

Revised 9/06
<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>MER 430</td>
<td>MER 330</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*</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Letter Grade ☐ Pass/Fail ☐ or Both ☐</td>
<td>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</td>
<td>Proposed Prerequisite</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.

This course has been a liberal studies course for many years. Liberal studies has changed its policies and now does not allow 400-level courses. This change is requested to keep the course as a liberal studies course.

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:

Approved as submitted
Approved as modified

Only utilize form if proposing course for LIBERAL STUDIES designation.

Revised 9/06
**University Curriculum Committee**  
**Proposal for Course Change**

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is this course a Diversity or Liberal Studies Course?</td>
<td>Liberal Studies</td>
</tr>
<tr>
<td>3. College</td>
<td>SBS</td>
</tr>
<tr>
<td>5. Current course subject/catalog number</td>
<td>PHO 181</td>
</tr>
<tr>
<td></td>
<td>Show the proposed changes in this column. Please <strong>BOLD</strong> the changes, to differentiate from what is not changing.</td>
</tr>
<tr>
<td>7. Is this course required or an elective in any other plan (major, minor, certificate)?</td>
<td>Yes</td>
</tr>
<tr>
<td>If yes, explain and provide supporting documentation from the affected departments.</td>
<td></td>
</tr>
<tr>
<td>8. Does this change affect community college articulation? Yes No X</td>
<td>If <strong>yes</strong>, explain how in the justification and provide supporting documentation from the affected institutions.</td>
</tr>
<tr>
<td>Is the course a Common Course as defined by your Articulation Task Force? Yes X No</td>
<td>If <strong>yes</strong>, has the change been approved by the Articulation Task Force? Yes X No</td>
</tr>
<tr>
<td>If this course has been listed in the <strong>Course Equivalency Guide</strong>, should that listing be left as is Yes or be revised</td>
<td></td>
</tr>
<tr>
<td>If revised, how should it be revised?</td>
<td>____</td>
</tr>
</tbody>
</table>

Revised 9/06
### Current Course Change Request Form

**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  yes ☐ no ☐</td>
<td>If subject or catalog number change Move ☐ or Delete ☐</td>
</tr>
<tr>
<td>Current Grading Option*</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Letter Grade ☐ Pass/Fail ☐ or Both ☐</td>
<td>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</td>
<td>Proposed Prerequisite</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. **Updating the course description to match new digital technology.**

10. Approvals

   *Signature* 10-1-08  
   Department Chair/Unit Head (if appropriate)/Date  
   Chair of college curriculum committee/Date 10-8-08  
   Dean of college/Date  

For Committee use only  
   *Signature* 11-18-08  
   For University Curriculum Committee/Date

Action  
   .ken: approved as submitted approved as modified

Only utilize form if proposing course for **LIBERAL STUDIES** designation.

Revised 9/06
University Curriculum Committee
Proposal for Course Change

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


Fall 2009

3. College SBS

4. Academic Unit/Department Communication

5. Current course subject/catalog number PHO 285

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

PHO 285 INTERMEDIATE PHOTOGRAPHY (3)
Advanced small- and medium-format camera and darkroom techniques; emphasis on composition and technical control of the negative and print using the zone system. Adjustable camera required. 3 hrs. lecture, studio-lab arranged. Prerequisite: PHO 181

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

PHO 285 INTERMEDIATE PHOTOGRAPHY (3)
Advanced small- and medium-format camera and darkroom techniques; Intermediate digital photography and computer image adjustments and workflow; emphasis on composition and technical control of the negative and print using the zone system photographic files. Adjustable camera required Digital-SLR with dedicated flash required. Strongly recommended to be taken prior to or concurrently with PHO 282. 3 hrs. lecture and lab. Prerequisite: PHO 181 or PHO 281

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 □

Revised 9/06
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>If subject or catalog number change</td>
</tr>
<tr>
<td>yes □ no □</td>
<td>Move □ or Delete □</td>
</tr>
<tr>
<td>Current Grading Option*</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Letter Grade □ Pass/Fail □ or Both □</td>
<td>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</td>
<td>Proposed Prerequisite</td>
</tr>
<tr>
<td>PHO 281</td>
<td>PHO 181 or PHO 281</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>
<tr>
<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>
<td></td>
</tr>
</tbody>
</table>

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

With new photographic technology and equipment this class has evolved and the class needs to be updated to into an all digital format.

10. Approvals

[Signature] 10-1-08

Department Chair/Unit Head (if appropriate)/Date

[Signature] 10-8-08

Chair of college curriculum committee/Date

Dean of college/Date

For Committee use only

Revised 9/06
Is this course a Diversity or Liberal Studies Course? Liberal Studies ☐ Diversity ☐ Both ☐


3. College SBS

4. Academic Unit/Department School of Communication

5. Current course subject/catalog number PHO 381

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

PHO 381 PUBLICATIONS PHOTOGRAPHY (3)
Photography for newspapers, advertising, public relations, and the wire services. Creative camera techniques, digital imaging process, and portfolio development. Adjustable camera required. 2 hrs. lecture, 2 hrs. lab. Prerequisite: PHO 285 and VC 251

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

PHO 381 PUBLICATIONS PHOTOGRAPHY (3)
Photography for newspapers, advertising, public relations, and the wire services. Creative camera techniques, digital imaging process, and portfolio development. Adjustable camera required. 2 hrs. lecture, 2 hrs. lab. Prerequisite: PHO 285 and VC 251

PHO 381 INTERMEDIATE PHOTOJOURNALISM (3)
Photojournalism and documentary photography for newspaper, magazine and multimedia outlets. Comprehensive project photography and advanced photo editing. Digital-SLR with dedicated flash required. 3 hrs lecture and lab. Prerequisite: PHO 181 PHO 282 and PHO 283

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

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

Revised 9/06
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>PHO 381 Publications Photography</td>
<td>PHO 381 Intermediate Photojournalism</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>If subject or catalog number change</td>
</tr>
<tr>
<td>yes [ ]</td>
<td>Move [ ] or Delete [ ]</td>
</tr>
<tr>
<td>Current Grading Option*</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Letter Grade [ ]</td>
<td>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</td>
<td>Proposed Prerequisite</td>
</tr>
<tr>
<td>PHO 285 and VC 251</td>
<td>PHO 181 PHO 282 and PHO 283</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.
**Updating the course description to match new digital technology.**

10. Approvals

Mark [Signature] 10-1-08

Department Chair/Unit Head (if appropriate)/Date

Chair of college curriculum committee/Date

Dean of college/Date

For Committee use only

Revised 9/06
Only utilize form if proposing course for LIBERAL STUDIES designation.

LIBERAL STUDIES ONLY

Contact name: ______
Dept. Chair name: ______
College Contact name: ______
Contact email: ______
Dept. Chair email: ______
College Contact email: ______

1. This course is a ☐ Single section ☐ Multi-section
2. List names of faculty who may teach this course: ______
3. Section enrollment cap: ______

If this course is being submitted for approval as a new LIBERAL STUDIES course, please complete questions 4-6.

OR

If this course is being submitted for approval as a new JUNIOR LEVEL WRITING course, please complete questions 10-11.

OR

If this course is being submitted for approval as a new SENIOR CAPSTONE course, please complete questions 12-14.

NEW LIBERAL STUDIES COURSE

4. Distribution Block (check one): If a topics course, must apply to ALL sections.
   Aesthetic and Humanistic Inquiry ☐ Cultural Understanding ☐ Science ☐ Social and Political Worlds ☐

5. Skills (check two): If a topics course, must apply to ALL sections.
   Effective Oral Communication ☐ Effective Writing ☐ Critical Thinking ☐
   Quantitative Reasoning ☐ Scientific Inquiry ☐

6. Is this a topics course? Yes ☐ No ☐
   If YES, please complete questions 34-36. If NO, please go to question 42.

TOPICS COURSE ONLY

7. Identify the Student Learning Outcomes that will be found in ALL topic syllabi offered under this course number.

_______

Revised 9/06
# University Curriculum Committee
## Proposal for Course Change

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is this course a Diversity or Liberal Studies Course?</td>
<td>Liberal Studies: No, Diversity: No, Both: No</td>
</tr>
<tr>
<td>2. Course change effective beginning of what term and year?</td>
<td>Fall 2009</td>
</tr>
<tr>
<td>(ex. Spring 2008, Summer 2006)</td>
<td></td>
</tr>
<tr>
<td>3. College</td>
<td>SBS</td>
</tr>
<tr>
<td>4. Academic Unit/Department</td>
<td>Communication</td>
</tr>
<tr>
<td>5. Current course subject/catalog number</td>
<td>PHO 382</td>
</tr>
<tr>
<td>6. Current catalog title, course description and units</td>
<td>Show the proposed changes in this column. Please <strong>BOLD</strong> the changes, to differentiate from what is not changing.</td>
</tr>
<tr>
<td>PHO 382 REPRODUCTION PROCESSES FOR PUBLICATION (3)</td>
<td>PHO 382 REPRODUCTION PROCESSES FOR PUBLICATION (3) Electronic and photolithographic techniques used in photographic reproduction. Studies halftone photography, color separations, digital imaging, and computer manipulation. Prerequisite: PHO 281</td>
</tr>
<tr>
<td>Electronic and photolithographic techniques used in photographic reproduction. Studies halftone photography, color separations, digital imaging, and computer manipulation. Prerequisite: PHO 281</td>
<td></td>
</tr>
<tr>
<td>PHO 382 ADV DIGITAL PHOTOGRAPHY WORKFLOW (3) Advanced digital photography workflow. Working with raw images utilizing advanced computer editing techniques. 3 hours lecture and lab. Prerequisite: PHO 181 or PHO 281, PHO 282 and PHO 285</td>
<td></td>
</tr>
<tr>
<td>7. Is this course required or an elective in any other plan (major, minor, certificate)?</td>
<td>Yes: No, x:</td>
</tr>
<tr>
<td>If yes, explain and provide supporting documentation from the affected departments.</td>
<td></td>
</tr>
<tr>
<td>8. Does this change affect community college articulation?</td>
<td>Yes: No, x:</td>
</tr>
<tr>
<td>If yes, explain how in the justification and provide supporting documentation from the affected institutions.</td>
<td></td>
</tr>
<tr>
<td>Is the course a Common Course as defined by your Articulation Task Force?</td>
<td>Yes: No, x:</td>
</tr>
<tr>
<td>If yes, has the change been approved by the Articulation Task Force?</td>
<td>Yes: No, x:</td>
</tr>
<tr>
<td>If this course has been listed in the <strong>Course Equivalency Guide</strong>, should that listing be left as is, or be revised?</td>
<td>x:</td>
</tr>
<tr>
<td>If revised, how should it be revised?</td>
<td></td>
</tr>
</tbody>
</table>

Revised 9/06
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>PHO 382 REPRODUCTION PROCESSES FOR PUBLICATION</td>
<td>PHO 382 ADVANCED DIGITAL WORKFLOW</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>If subject or catalog number change</td>
</tr>
<tr>
<td>yes ☐ no ☐</td>
<td>Move ☐ or Delete ☐</td>
</tr>
<tr>
<td>Current Grading Option*</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Letter Grade ☐ Pass/Fail ☐ or Both ☐</td>
<td>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</td>
<td>Proposed Prerequisite</td>
</tr>
<tr>
<td>PHO 281</td>
<td>PHO 181 or PHO 281, PHO 282 and PHO 285</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.

**Updating the course description to match new digital technology.**

10. Approvals

[Signature] 10-1-08

Department Chair/Unit Head (if appropriate)/Date

Chair of college curriculum committee/Date 10-7-08

Dean of college/Date

*For Committee use only*

Revised 9/06
Only utilize form if proposing course for **LIBERAL STUDIES** designation.

**LIBERAL STUDIES ONLY**

Contact name: ____
Dept. Chair name: ____
College Contact name: ____

Contact email: ____
Dept. Chair email: ____
College Contact email: ____

1. This course is a □ Single section □ Multi-section
2. List names of faculty who may teach this course: ____
3. Section enrollment cap: ____

If this course is being submitted for approval as a new **LIBERAL STUDIES** course, please complete questions 4-6. 

**OR**

If this course is being submitted for approval as a new **JUNIOR LEVEL WRITING** course, please complete questions 10-11. 

**OR**

If this course is being submitted for approval as a new **SENIOR CAPSTONE** course, please complete questions 12 - 14.

**NEW LIBERAL STUDIES COURSE**

4. Distribution Block (check one): **If a topics course, must apply to ALL sections.**
   
   □ Aesthetic and Humanistic Inquiry □ Cultural Understanding □ Science □ Social and Political Worlds □

5. Skills (check two): **If a topics course, must apply to ALL sections.**
   
   □ Effective Oral Communication □ Effective Writing □ Critical Thinking □
   □ Quantitative Reasoning □ Scientific Inquiry □

6. Is this a topics course? Yes □ No □
   If YES, please complete questions 34-36. If NO, please go to question 42.

**TOPICS COURSE ONLY**

7. Identify the Student Learning Outcomes that will be found in **ALL** topic syllabi offered under this course number.

Revised 9/06
Is this course a Diversity or Liberal Studies Course? Liberal Studies □ Diversity □ Both □


3. College SBS
4. Academic Unit/Department School of Communication

5. Current course subject/catalog number PHO 383

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

PHO 383 COLOR PHOTOGRAPHY (3) Principles of color photography techniques; shooting, processing, and printing color slides and negatives; use of color filters and special procedures. 2 hrs. lecture, 3 hrs. lab.

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

PHO 383 COLOR PORTRAIT PHOTOGRAPHY Principles of color photography techniques; shooting, processing, and printing color slides and negatives; use of color filters and special procedures. 2 hrs. lecture, 3 hrs. lab.

Advanced digital portrait photography and workflow; emphasis on color studio portraiture and natural lighting techniques. Color management with appropriate computer programs. Digital-SLR with dedicated flash required. Strongly recommended to be taken prior to or concurrently with PHO 382. 3 hours lecture and lab. Prerequisites: PHO 181 or 281, PHO 282, PHO 285

7. Is this course required or an elective in any other plan (major, minor, certificate)? Yes □ No x 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 9/06
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><strong>PHO 383 COLOR PHOTOGRAPHY</strong></td>
<td><strong>PHO 383 PORTRAIT PHOTOGRAPHY</strong></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>If subject or catalog number change</td>
</tr>
<tr>
<td>yes □</td>
<td>Move □ or Delete □</td>
</tr>
<tr>
<td>no □</td>
<td></td>
</tr>
<tr>
<td>Current Grading Option*</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Letter Grade □</td>
<td>Letter Grade □</td>
</tr>
<tr>
<td>Pass/Fail □ or Both □</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><strong>PHO 181 or 281, PHO 282, PHO 285</strong></td>
<td></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.
Updating the course description to fully match new digital technology. This class will also have prerequisites to prepare the student for digital workflow software used in the class.

10. Approvals

[Signature] 10-4-08

Department Chair/ Unit Head (if appropriate)/ Date

[Signature] 10-8-08

Chair of college curriculum committee/Date

Dean of college/Date

or Committee use only
Only utilize form if proposing course for LIBERAL STUDIES designation.

LIBERAL STUDIES ONLY

Contact name: ______
Dept. Chair name: ______
College Contact name: ______

Contact email: ______
Dept. Chair email: ______
College Contact email: ______

1. This course is a    □ Single section    □ Multi-section
2. List names of faculty who may teach this course: ______
3. Section enrollment cap: ______

If this course is being submitted for approval as a new LIBERAL STUDIES course, please complete questions 4-6.

OR

If this course is being submitted for approval as a new JUNIOR LEVEL WRITING course, please complete questions 10-11.

OR

If this course is being submitted for approval as a new SENIOR CAPSTONE course, please complete questions 12-14.

NEW LIBERAL STUDIES COURSE

4. Distribution Block (check one): If a topics course, must apply to ALL sections.
   Aesthetic and Humanistic Inquiry □    Cultural Understanding □    Science □    Social and Political Worlds □

5. Skills (check two): If a topics course, must apply to ALL sections.
   Effective Oral Communication □    Effective Writing □    Critical Thinking □
   Quantitative Reasoning □    Scientific Inquiry □

6. Is this a topics course?    Yes □    No □
   If YES, please complete questions 34-36.    If NO, please go to question 42.

TOPICS COURSE ONLY

7. Identify the Student Learning Outcomes that will be found in ALL topic syllabi offered under this course number.

Revised 9/06
Is this course a Diversity or Liberal Studies Course? Liberal Studies ☐  Diversity ☐  Both ☐


3. College  SBS  4. Academic Unit/Department  Communication

5. Current course subject/catalog number  PHO 384

6. Current catalog title, course description and units. (Cut and paste from current on-line academic catalog  www4.nau.edu/aio/AcademicCatalog/academiccatalogs.htm).  
   PHO 384 STUDIO PHOTOGRAPHY (3)  Studio still commercial photography with emphasis on still life and tabletop subjects, composition, and lighting, using large-format cameras. 1 hr. lecture, 4 hrs. studio.  Prerequisite: PHO 285  
   Show the proposed changes in this column. Please BOLD the changes, to differentiate from what is not changing.  
   PHO 384 STUDIO PHOTOGRAPHY (3)  Studio still commercial photography with emphasis on still life and tabletop subjects, composition, and lighting, using large-format cameras provided. Digital-SLR with dedicated flash required. Strongly recommended to be taken prior to or concurrently with PHO 382. 3 hours lecture and lab. Prerequisite: PHO 181 or PHO 281, PHO 282, PHO 285

7. Is this course required or an elective in any other plan (major, minor, certificate)?  Yes ☐  No x  
   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 x  or be revised ☐  
If revised, how should it be revised?  

Revised 9/06
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  yes ☐  no ☐</td>
<td>If subject or catalog number change Move ☐  or Delete ☐</td>
</tr>
<tr>
<td>Current Grading Option*</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Letter Grade ☐  Pass/Fail ☐ or Both ☐</td>
<td>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 PHO 285</td>
<td>Proposed Prerequisite PHO 181 or PHO 281, PHO 282, PHO 285</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.
Updating the course description to fully match new digital technology. It will now be fully digital and require prerequisites to prepare the student for the digital workflow software that will be used in the class.

10. Approvals

[Signature] 10-1-08

Department Chair/ Unit Head (if appropriate)/ Date

[Signature] 10-8-08

Chair of college curriculum committee/Date

Dean of college/Date

or Committee use only

Revised 9/06
LIBERAL STUDIES ONLY

Contact name: ____  Contact email: ____
Dept. Chair name: ____  Dept. Chair email: ____
College Contact name: ____  College Contact email: ____

1. This course is a □ Single section  □ Multi-section
2. List names of faculty who may teach this course: ____
3. Section enrollment cap: ____

If this course is being submitted for approval as a new LIBERAL STUDIES course, please complete questions 4-6.

OR
If this course is being submitted for approval as a new JUNIOR LEVEL WRITING course, please complete questions 10-11.

OR
If this course is being submitted for approval as a new SENIOR CAPSTONE course, please complete questions 12-14.

NEW LIBERAL STUDIES COURSE
4. Distribution Block (check one): If a topics course, must apply to ALL sections.
   Aesthetic and Humanistic Inquiry □   Cultural Understanding □   Science □   Social and Political Worlds □

5. Skills (check two): If a topics course, must apply to ALL sections.
   Effective Oral Communication □   Effective Writing □   Critical Thinking □
   Quantitative Reasoning □   Scientific Inquiry □

6. Is this a topics course? Yes □   No □
   If YES, please complete questions 34-36. If NO, please go to question 42.

TOPICS COURSE ONLY
7. Identify the Student Learning Outcomes that will be found in ALL topic syllabi offered under this course number.

Revised 9/06
### University Curriculum Committee
#### Proposal for Course Change

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

2. **Course change effective beginning of what term and year?**
   - **Fall 2009**

3. **College**
   - SBS

4. **Academic Unit/Department**
   - Communication

5. **Current course subject/catalog number**
   - PHO 481

6. **Current catalog title, course description and units.**
   - (Cut and paste from current on-line academic catalog [www4.nau.edu/aic/AcademicCatalog/academiccatalogs.htm].)
   - PHO 481 PHOTOJOURNALISM (3)
     - Practical application of news and feature photography for mass media. In-depth photographic reporting and illustration in color; picture editing; digital imaging techniques; layout and design. Prerequisite: PHO 381
   - PHO 481 ADV PHOTJOURNALISM & DOCUMENTARY (3)
     - Practical application of news and feature photography for mass media. In-depth photographic reporting and illustration in color; picture editing; digital imaging techniques; layout and design. Advanced photo story, project and long-term documentary techniques. Includes multimedia production. Digital-SLR with dedicated flash required. 3 hours lecture and lab. Prerequisite: PHO 181 or 281, PHO 282, PHO 284, PHO 381

7. **Is this course required or an elective in any other plan (major, minor, certificate)?**
   - Yes □
   - No x
   - 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 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>
</tr>
</thead>
</table>

Revised 9/06
<table>
<thead>
<tr>
<th>Current course subject/catalog number</th>
<th>Proposed course subject/catalog number</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHO 481 PHOTOJOURNALISM</td>
<td>PHO 481 ADVANCED PHOTOJOURNALISM AND DOCUMENTARY PHOTOGRAPHY</td>
</tr>
<tr>
<td>Current number of units/credits</td>
<td>Proposed number of units/credits</td>
</tr>
<tr>
<td>--------------------------------------</td>
<td>----------------------------------------</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*</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Letter Grade ☐ Pass/Fail ☐ or Both ☐</td>
<td>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 PHO 381</td>
<td>Proposed Prerequisite PHO 181 or 281, PHO 282, PHO 283, PHO 381</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>
<tr>
<td>Parents want to remove this course from either the Liberal Studies Course list and or the Diversity Course list? Lib. Studies ☐ Diversity ☐</td>
<td></td>
</tr>
</tbody>
</table>

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

Updation the course description to match new digital technology and add a long-term documentary component.

10. Approvals

Mark Name 10-1-08

Department Chair/ Unit Head (if appropriate)/ Date

Chair of college curriculum committee/Date 10-8-08

Dean of college/Date

For Committee use only 11/18/08

For University Curriculum Committee/Date

Action taken: approved as submitted approved as modified

Only utilize form if proposing course for LIBERAL STUDIES designation.

Revised 9/06
Proposed 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 2009

3. College SBS
4. Academic Unit/Department Communication

5. Current course subject/catalog number PHO 483

6. Current catalog title, course description and units. (Cut and paste from current on-line academic catalog /www4.nau.edu/aio/AcademicCatalog/academiccatalogs.htm).
   PHO 483 LOCATION PHOTOGRAPHY (3)
   Photography on location using natural light and lighting systems. Emphasizes architecture, transportation, and landscapes; medium- or large-format camera recommended. 1 hr. lecture, 4 hrs. on location. Prerequisite: PHO 384

   Show the proposed changes in this column. Please BOLD the changes, to differentiate from what is not changing.
   PHO 483 LOCATION PHOTOGRAPHY (3)
   Photography on location using natural light and lighting systems. Emphasizes architecture, transportation, and landscapes; medium- or large-format camera recommended. 1 hr. lecture, 4 hrs. on location. Digital-SLR with dedicated flash required. 3 hours lecture and lab. Prerequisite: PHO 181 or PHO 281, PHO 282, PHO 285 and PHO 384

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

   If revised, how should it be revised? _____

IN THE FOLLOWING SECTION, COMPLETE ONLY WHAT IS CHANGING

CURRENT | PROPOSED

Revised 9/06
<table>
<thead>
<tr>
<th>Current course subject/catalog number</th>
<th>Proposed course subject/catalog number</th>
</tr>
</thead>
<tbody>
<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</td>
</tr>
<tr>
<td></td>
<td>Move ☐ or Delete ☐</td>
</tr>
<tr>
<td>Current Grading Option*</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Letter Grade ☐ Pass/Fail ☐ or Both ☐</td>
<td>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 PHO 384</td>
<td>Proposed Prerequisite</td>
</tr>
<tr>
<td></td>
<td>PHO 181 or PHO 281, PHO 282, PHO 285 and PHO 384</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. **Updating the course description to match new digital technology.**

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

Approved as submitted

Approved as modified

Only utilize form if proposing course for **LIBERAL STUDIES** designation.

Revised 9/06
University Curriculum Committee
Proposal for Course Change

   
   Fall 2009

3. College    SBS
4. Academic Unit/Department    Communication

5. Current course subject/catalog number    PHO 484

6. Current catalog **title**, course **description** and **units**. (Cut and paste from current on-line academic catalog)
   
   PHO 484 CORPORATE AND INDUSTRIAL PHOTOGRAPHY (3)
   Commercial photography used in catalogs, brochures, and annual reports. Emphasizes shooting color in the studio and on location. 3 hrs. lecture, studio-lab arranged. Prerequisite: PHO 383

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

   PHO 484 CORPORATE AND INDUSTRIAL PHOTOGRAPHY (3)
   Commercial photography used in catalogs, brochures, **web sites** and annual reports. Emphasizes shooting color in the studio and on location. 3 hrs. lecture, studio-lab arranged. **Digital-SLR with dedicated flash required.** 3 hours lecture and lab.
   Prerequisite: PHO 181 or PHO 281, PHO 282, PHO 285, PHO-383

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

**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>
</tbody>
</table>

Revised 9/06
Current Course Fee  yes ☐  no ☐  If subject or catalog number change  Move ☐ or Delete ☐

Current Grading Option*  Proposed Grading Option*
Letter Grade ☐  Pass/Fail ☐  or Both ☐  Letter Grade ☐  Pass/Fail ☐  or Both ☐

Current Repeat for additional Units  Proposed Repeat for additional Units

Current Max number of units  Proposed Max number of units

Current Prerequisite  Proposed Prerequisite
PHO 383  PHO 181 or PHO 281, PHO 282, PHO 285

Current Co-requisite  Proposed Co-requisite

Current Co-Convene with  Proposed Co-Convene with

Current Cross List with  Proposed Cross List with

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.

Updating the course description to match new digital technology.

10. Approvals

[Signature]  10-1-08

Department Chair/ Unit Head (if appropriate)/ Date

Chair of college curriculum committee/Date  10-8-08

Dean of college/Date

For Committee use only  11/18/08

For University Curriculum Committee/Date

Action taken:  approved as submitted  approved as modified

Only utilize form if proposing course for LIBERAL STUDIES designation.

LIBERAL STUDIES ONLY

Revised 9/06
Is this course a Diversity or Liberal Studies Course? Liberal Studies ☐ Diversity ☐ Both ☐


3. College SBS

4. Academic Unit/Department School of Communication

5. Current course subject/catalog number PHO 488C

6. Current catalog title, course description and units. (Cut and paste from current on-line academic catalog /www4.nsu.edu/alo/AcademicCatalog/academiccatalogs.htm). Show the proposed changes in this column. Please BOLD the changes, to differentiate from what is not changing.

PHO 488C PORTFOLIO DEVELOPMENT SEMINAR (3)
Individual work on portfolios; emphasis on lighting special techniques in commercial photography or Photojournalism. Medium- or large-format camera recommended. 1 hr. lecture, 4 hrs. studio-lab. Fee required. Fall, Spring. Prerequisite: Admission to Photography (PHO) or Journalism Major (BSJOUR) and Senior Status or higher CAP

Individual portfolio work in commercial photography and photojournalism for entry into the professional field. Fee required. Fall, Spring. Prerequisite: Photography (BS) or Journalism (BSJOUR) majors with Photojournalism emphasis. Senior Status required. 3 hours lecture and lab.

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

Revised 9/06
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>
</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 yes □ no □</td>
<td>If subject or catalog number change Move □ or Delete □</td>
</tr>
<tr>
<td>Current Grading Option*</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Letter Grade □ Pass/Fail □ or Both □</td>
<td>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</td>
<td>Proposed Prerequisite</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. **Updating the course description to match new digital technology and to better prepare the students for employment in today's photography market.**

10. Approvals

   [Signature] 10-1-08

   Department Chair/ Unit Head (if appropriate)/ Date

   Chair of college curriculum committee/Date 10-3-08

   Dean of college/Date

Revised 9/06
LIBERAL STUDIES ONLY

Contact name: ____
Dept. Chair name: ____
College Contact name: ____
Contact email: ____
Dept. Chair email: ____
College Contact email: ____

1. This course is a □ Single section □ Multi-section
2. List names of faculty who may teach this course: ____
3. Section enrollment cap: ____

If this course is being submitted for approval as a new LIBERAL STUDIES course, please complete questions 4-6. OR
If this course is being submitted for approval as a new JUNIOR LEVEL WRITING course, please complete questions 10-11. OR
If this course is being submitted for approval as a new SENIOR CAPSTONE course, please complete questions 12-14.

NEW LIBERAL STUDIES COURSE
4. Distribution Block (check one): If a topics course, must apply to ALL sections.
   Aesthetic and Humanistic Inquiry □ Cultural Understanding □ Science □ Social and Political Worlds □

5. Skills (check two): If a topics course, must apply to ALL sections.
   Effective Oral Communication □ Effective Writing □ Critical Thinking □
   Quantitative Reasoning □ Scientific Inquiry □

6. Is this a topics course? Yes □ No □
   If YES, please complete questions 34-36. If NO, please go to question 42.

TOPICS COURSE ONLY

Revised 9/06

2. College SBS 3. Academic Unit/Department Geography, Planning & Recreation

4. Current course subject and catalog number GGR 300

5. Current catalog title Ecotourism

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 PRM 300

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 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 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.
   It has not been taught since it is cross listed with a course in the same department. We are trying to clean up our curriculum.

12. Approvals

   [Signature]
   Department Chair/Unit Head (if appropriate) Date 10/03/08

   [Signature]
   Chair of college curriculum committee/ Date 10-08-08

   [Signature]
   Dean of college/Date

Revised 9/07
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

Revised 9/07
University Curriculum Committee
Proposal for Course Deletion

   Fall 2009

2. College  
   Social and Behavioral Sciences

3. Academic Unit/Department  
   School of Communication

4. Current course subject and catalog number  
   PHO 370 GRAPHIC COMMUNICATION I (3)

5. Current catalog title  
   PHO 370 GRAPHIC COMMUNICATION I (3)

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 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 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.  
    Course has not been offered in over 10 years. The course is no longer needed for the photography major or minor.

12. Approvals
   
   Mark W  10-1-08
   Department Chair/Unit Head (if appropriate)/ Date

   Chair of college curriculum committee/ Date  10-8-08

Revised 9/06

2. College SBS 3. Academic Unit/Department Geography, Planning & Recreation

4. Current course subject and catalog number PRM 376

5. Current catalog title
   Regional Geography of Tourism and Recreation

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 GGR 376

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 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 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.
    It has not been taught since it is cross listed with a course in the same department. We are trying to clean up our curriculum.

12. Approvals

   [Signatures and dates]
   Department Chair/Unit Head (if appropriate)/ Date
   Chair of college curriculum committee/ Date
   Dean of college/Date

Revised 9/07
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

Revised 9/07
University Curriculum Committee
Proposal for Course Deletion


2. College SBS
3. Academic Unit/Department Geography, Planning & Recreation

4. Current course subject and catalog number PRM 378

5. Current catalog title
   Planning for Sustainable Tourism

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 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 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.
    It has not been taught since it is cross listed with a course in the same department. We are trying to clean up our curriculum.

12. Approvals

   Signature
   Department Chair/Unit Head (if appropriate)/ Date

   Signature
   Chair of college curriculum committee/ Date

   Signature
   Dean of college/Date

Revised 9/07
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

Revised 9/07
The Liberal Studies Committee approves the deletion of ANT 270 Physical Anthropology 1: Human Origins as a Liberal Studies course.

Thanks!

Blase Scarnati
Chair, Liberal Studies Committee

Blase S. Scarnati, Ph.D.
Director, First Year Seminar Program

First Year Seminar Program
Office of the Vice Provost for Undergraduate Studies
Northern Arizona University
NAU Box 5802
Flagstaff, AZ 86011-5802 USA
928-523-2876, office
Email Blase.Scarnati@nau.edu
https://home.nau.edu/FYSeminar
University Curriculum Committee
Proposal for Course Change

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


3. College Health & Human Services

4. Academic Unit/Department Health Sciences

5. Current course subject/catalog number PES 100

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

Variety of activity courses to select from, including aerobic dance, badminton, basketball, bowling, cross-country skiing, fencing, figure control, racquet sports, rock climbing, scuba diving, downhill skiing, softball, squash, swimming, tennis, tumbling, volleyball, water polo, weight training and yoga. Note: You cannot count PES 100 toward any major or program in physical education. Pass/Fail only.

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

For a description about this specific PES class, please visit our website at www.nau.edu/pes. PES classes are pass fail only and count as general elective credits.

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? _____

IN THE FOLLOWING SECTION, COMPLETE ONLY WHAT IS CHANGING

Revised 8/08
<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 □ yes □ no □</td>
<td>If subject or catalog number change</td>
</tr>
<tr>
<td></td>
<td>Move □ or Delete □</td>
</tr>
<tr>
<td>Current Grading Option*</td>
<td>Proposed Grading Option*</td>
</tr>
<tr>
<td>Letter Grade □ Pass/Fail □ or Both □</td>
<td>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</td>
<td>Proposed Prerequisite</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.

The current course description is outdated and does not reflect our current course offerings for PES. If we refer students to our website, then this new course description will always remain current for students.

10. Approvals

   Department Chair/Unit Head (if appropriate)/ Date 10/23/08

   Chair of college curriculum committee/Date 10/23/08

   Dean of college/Date 10/23/08

For Committee use only

For University Curriculum Committee/Date

Action taken: approved as submitted approved as modified

Revised 8/08
<table>
<thead>
<tr>
<th>1. College</th>
<th>Social &amp; Behavioral Science</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Academic Unit/Department</td>
<td>School of Communication</td>
</tr>
<tr>
<td>3. Academic Plan Name</td>
<td>News-editorial and Environmental Communication emphases</td>
</tr>
<tr>
<td>Journalism major</td>
<td></td>
</tr>
<tr>
<td>4. Subplan (if applicable)?</td>
<td></td>
</tr>
<tr>
<td>5. Effective Date</td>
<td>FALL 2009</td>
</tr>
<tr>
<td>6. Is this proposal for a:</td>
<td>□ New Plan</td>
</tr>
<tr>
<td></td>
<td>□ Plan Change</td>
</tr>
<tr>
<td></td>
<td>□ Plan Deletion</td>
</tr>
<tr>
<td></td>
<td>□ New Subplan</td>
</tr>
<tr>
<td></td>
<td>x□ Subplan Change</td>
</tr>
<tr>
<td></td>
<td>□ Subplan Deletion</td>
</tr>
</tbody>
</table>

7.

Revised 09/07
**MAJOR REQUIREMENTS**

For this major, take at least 39 units, from one of the three emphases described in this section.

All majors must earn the grade of "C" or better in COM 101, COM 200, their freshman composition required course and their foundation mathematics course.

Please be aware that you must earn a grade of C or better in all courses required for the journalism major to satisfy prerequisites and to graduate.

Environmental Communication Emphasis

Take the following 39 units:

- COM 101, 150, 200, 250, and 400 (15 units)
- JLS 130, 131, 231, 232 and 340W (15 units)
- JLS 331W, which meets NAU’s junior writing requirement (3 units)
- PHO 281 (3 units)
- JLS 440C, which meets NAU’s senior capstone requirement (3 units)

News Editorial Emphasis

Take the following 39 units:

- COM 101, 200, and 400 (9 units)
- JLS 130, 131, 231, 232 (12 units)
- JLS 330 or 332 (12 units)
- JLS 331W, which meets NAU’s junior writing requirement (3 units)
- JLS 330 or 332 (12 units)
- JLS 331W, which meets NAU’s junior writing requirement (3 units)
- PHO 281 (3 units)
- JLS 431C, which meets NAU’s senior capstone requirement (3 units)
- 6 additional units from School of Communication courses chosen in consultation with your advisor

- PHO 281 181 (3 units)
- JLS 431C, which meets NAU’s senior capstone requirement (3 units)
- 6 additional units from School of Communication courses chosen in consultation with your advisor

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.


This does not change the journalism assessment plan.

11. Justification for proposal. Please indicate how past assessments of student learning prompted proposed changes.
PHO 281 is being phased out. PHO 181 will replace PHO 281.

12. If this academic plan/subplan will require additional faculty, space, or equipment, how will these requirements be satisfied?
not applicable

Revised 09/07
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

[Signature]

Department Chair/ Unit Head (if appropriate)

Date: 10-22-08

Chair of college curriculum committee

Date

Dean of college

Date: 10-27-08

For committee use only

[Signature]

For University Curriculum Committee

Date: 11/18/08

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
# Bachelor of Science
## JOURNALISM: NEWS EDITORIAL
### School of Communication
#### 2009-2010 Undergraduate Catalog

## Degree Progression Plan

| Freshman Year | | | | |
|---------------|---------------|---------------|---------------|
| 1st term      | 2nd term      |               |               |
| COM 101       | Communication Analysis | 3 | JLS 131 | Writing for Mass Media | 3 |
| JLS 130       | Writing for Communication Channels | 3 | COM 200 | Basic Communication Theory | 3 |
| ENG 105       | Critical Reading and Writing | 4 | MAT xxx | Mathematics requirement | 3 |
| LS            | Liberal Studies | 3 | LS | Liberal Studies | 3 |
| FY Seminar    | Liberal Studies | 3 | GE | General Elective | 2 |
| **Total units** | 16 | | **Total units** | 14 |

| Sophomore Year | | | | |
|----------------|---------------|---------------|---------------|
| 3rd term       | 4th term      |               |               |
| JLS 231        | Advanced Reporting | 3 | JLS 232 | Basic Editing | 3 |
| PHO 181        | Communication Photography | 3 | Minor Course | See Catalog or Advisor | 3 |
| Minor Course   | See Catalog or Advisor | 3 | LS | Liberal Studies | 3 |
| LS             | SCL/LAB | 4 | LS | Liberal Studies | 3 |
| GE             | General Elective | 2 | GE | General Elective | 3 |
| **Total units** | 15 | | **Total units** | 15 |

| Junior Year | | | | |
|-------------|---------------|---------------|---------------|
| 5th term    | 6th term      |               |               |
| JLS 330 or  | Feature Writing | 3 | JLS 331W or | Public Affairs Reporting or | 3 |
| JLS 332     | Publication Design | 3 | JLS 340W | Science Writing | 3 |
| ME           | School of Communication course | 3 | ME | School of Communication course | 3 |
| Minor Course | See Catalog or Advisor | 3 | Minor Course | See Catalog or Advisor | 3 |
| LS           | Liberal Studies | 3 | LS | Liberal Studies | 3 |
| LS           | Liberal Studies | 3 | GE | General Elective | 3 |
| **Total units** | 15 | | **Total units** | 15 |

| Senior Year | | | | |
|-------------|---------------|---------------|---------------|
| 7th term    | 8th term      |               |               |
| COM 400     | Mass Communication Regulation & Responsibility | 3 | JLS 431C | Critical and Analytical Reporting | 3 |
| Minor Course | See Catalog or Advisor | 3 | Minor or GE | See Catalog or Advisor | 3 |
| Minor Course | See Catalog or Advisor | 3 | Minor or GE | See Catalog or Advisor | 3 |
| GE           | General Elective | 3 | GE | General Elective | 3 |
| GE           | General Elective | 3 | GE | General Elective | 3 |
| **Total units** | 15 | | **Total units** | 15 |

- This degree progression plan is to be used in conjunction with the academic catalog and degree progress report.
- Students should see an academic advisor regularly to confirm their academic progress.
- Students must see an academic advisor before enrollment for the 7th term in preparation for graduation.
- Many courses have pre-requisites. Please check the academic catalog for pre-requisite and placement information.
- Submit graduation application during 7th term.

**Liberal Studies Distribution blocks**

<table>
<thead>
<tr>
<th>AHI (6 units)</th>
<th>SPW (6 units)</th>
<th>CU (6 units)</th>
<th>Science (7 units)</th>
<th>Additional 3 units to reach 35 total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

PAGE 1 OF 2
PROGRAM INFORMATION
As a Journalism major, you benefit from an integrated approach to communication that develops your professional skills and focuses on ethics and freedom of expression. Our academic plan reflects the latest developments in the profession, and you have the opportunity to attain valuable hands-on experience with university media and through professional internships.
Be aware that courses in your major may have prerequisites that you must complete before taking those courses. Courses for your major are offered in specific sequence and you must complete the communication core and required prerequisite courses in sequence and when they are offered to avoid being unable to enroll in a required course for which you have not completed the prerequisites. Failure to take courses in sequence may delay completion of your plan.
Our Journalism plan is affiliated with the Southwest Education Council for Journalism and Mass Communication. Your professors are associated with such organizations as the Society of Professional Journalists, the Society of News Design, the Arizona Newspaper Association, the National Newspaper Association, the First Amendment Congress, and the International Association of Weekly Newspaper Editors.
All majors must earn the grade of "C" or better in COM 101, COM 200, their freshman composition required course and their foundation mathematics course.
You must earn a grade of "C" or better in all courses required for the Bachelor of Science in Journalism major to complete this degree.

BE AWARE THAT THE FINAL RESPONSIBILITY OF SELECTING COURSES RESTS WITH YOU. IT IS YOUR FULL RESPONSIBILITY TO MEET THE REQUIREMENTS OF YOUR COURSE OF STUDY, IN THEIR PROPER ORDER, SO YOU DON'T FIND YOURSELF IN YOUR SENIOR YEAR INELIGIBLE FOR GRADUATION.

GENERAL INFORMATION
- This 8-term plan is to be used in conjunction with the academic catalog and degree progress report.
- Honors students complete different requirements to meet NAU's Liberal Studies program. Students should consult an Honors Program advisor for complete information on fulfilling Honors Liberal Studies requirements.
- Students should see an academic advisor regularly to confirm their academic progress.
- Students must see an academic advisor before enrollment for the 7th term in preparation for graduation.
- All students are required to complete at least 120 total units which includes:
  - 35 units of liberal studies courses: http://www4.nau.edu/aio/Articulation/LScourseList.htm
  - 6 units of diversity courses: http://www4.nau.edu/aio/Articulation/DiversityCourseList.htm
  - 30 units of upper division courses (300-400 level), 18 of these units must be taken at NAU
- English placement: http://www.nau.edu/comp/placement.html

CONTACT INFORMATION
Academic Services and Advising Center
School of Communication Building #16, Room 370
PHONE: 928-523-8055
EMAIL: sbs.advisor@nau.edu
UNIVERSITY CURRICULUM COMMITTEE

PROPOSAL FOR NEW ACADEMIC PLAN, PLAN CHANGE, OR PLAN DELETION

1. College SBS

2. Academic Unit SSW

3. Academic Plan Name Social Work (BSW)

4. Subplan (if applicable)?

5. Effective Date FALL 2009

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

7.

REVISED
OCT 1 0 2009

BY: ____________

Revised 08/06
Admission Requirements

All students admitted to NAU may enroll in SW 220, 401, and 450, whether or not you have been admitted to the social work program.

If you wish to enter the professional plan, you must formally apply by completing the required application form and submitting it with copies of your official transcripts, a personal statement, and two letters of recommendation.

You may request an application for admission to the Bachelor of Social Work degree program from the Office of Admissions. We accept applications each term; please contact us for application deadlines.

To be eligible to apply to the social work program, you must have:

---

Revised 08/06
at least 24 units, including SW 220, with a grade of C or better and a minimum grade point average of 2.25 or permission of the admission committee

Whether you are an NAU student or a transfer student wishing to apply to the B.S.W. plan, we encourage you to contact a social work advisor as early in your college career as possible.

Click here for more information about Social Work undergraduate courses, graduate courses, and faculty.

<table>
<thead>
<tr>
<th>Behavioral Science Cognates</th>
</tr>
</thead>
<tbody>
<tr>
<td>For these 15 units, you take one course each in the following areas: (You may choose other cognate courses with social work advisor approval.)</td>
</tr>
<tr>
<td>* ethnicity: SOC 215 or 360 (3 units)</td>
</tr>
<tr>
<td>* gender: one of HIS 295, POS 355, SOC 204, CJ 360, PSY 491, or any WGS course (3 units)</td>
</tr>
</tbody>
</table>

at least 24 units, including SW 220 with a grade of C or better and a minimum grade point average of 2.25 or permission of the admission committee

Whether you are an NAU student or a transfer student wishing to apply to the B.S.W. BSW degree plan, we encourage you to contact a social work advisor as early in your college career as possible.

Click here for more information about Social Work undergraduate courses, graduate courses, and faculty.
355, SOC 204, CJ 360, PSY 491, or any WGS course (3 units)

* human biology: one of BIO 310 and 372 and HP 300 (3 units)

* indigenous populations of the Southwest: one of SOC 315, ANT 306, ES 160, and HIS 396 (3 units)

* social and economic justice: ECO 285 or SOC 353 (3 units)
Please note that your advisor’s approval is necessary for any courses not listed above.

To complete this minor, you must take the following 18 units:

* SW 220 (3 units)

* 15 units from SW 320W, 321, 401, 420, and 450 (which may be repeated for up to 6 units of credit with different content) (SW 418 may be taken as a substitution for one SW 450 topics course.)

Be aware that some of the courses required for your minor may have prerequisites

human biology: one of BIO 310, BIO 372, and or HP 300 (3 units)

* Indigenous populations of the Southwest: one of SOC 315, ANT 306, ES 160, and or HIS 396 (3 units)

* social and economic justice: ECO 285 or SOC 353 (3 units)
Please note that your social work advisor’s approval is necessary for any courses not listed above.

To complete a social work minor, you must take the following 18 units:

* SW 220 (3 units)

* 15 units from SW 320W, 321, 401, 420, and 450 (which may be repeated for up to 6 units of credit with different content) (SW 418 may be taken as a substitution for one SW 450 topics course.)

Be aware that some of the courses required for your minor may have prerequisites that you must also take. Check the
that you must also take. Check the courses in the appropriate subject.

courses in the appropriate subject.

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.

   • Grade of "B" or better in SW 220 reinforces the importance of this foundation course for successful progression through the social work major curriculum.

   • Social work students from both the Mountain and Yuma Campuses have found ES 300 or its equivalent to be a valuable course for their development of global/international as well as cross-cultural competency. We would like to recognize the value of the course for our students by adding it to the list of approved courses to meet the Social Work Ethnicity Behavioral Science Cognate requirement. (Permission granted by Dr. Sara Aleman, Director, Ethnic Studies to add ES 300 as an option for Social Work Ethnicity Behavioral Science Cognate requirement. 10/10/08)

   • The first sentence was corrected by listing all of the social work courses that are available to non-majors. The remaining changes are editorial.

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

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.

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

Certifications

Department Chair/Unit Head (if appropriate)  Date  10/10/08

Chair of college curriculum committee  Date  10/20/08

Dean of college  Date  10/20/08

Revised 08/06
Permission by Dr. Sara Aleman, Director, Ethnic Studies to add ES 300 as an option for Social Work Ethnicity Behavioral Science Cognate requirement.

Re: Adding ES 300 as option for SW Ethnicity Behavioral Science Cognate

Sara Aleman [sara.aleman@nau.edu]
Sent: Tuesday, October 07, 2008 2:26 PM
To: Rebecca J Garrison

Hi Becky,
This is a great addition to their course work so Yes, this is a great idea.

I am not sure when it will be offered again since the faculty person who taught it is very busy this year and will probably be on sabbatical next year.

However, I am looking for someone to teach it for us.

Sara

Rebecca J Garrison wrote:
> Hi Sara,
> > The Social Work Program is seeking your permission as Director of the Ethnic Studies Program to add ES 300 as a course option for our students to fulfill our Behavioral Science Cognate Ethnicity category requirement. Currently, the approved courses from which students may select to meet the Ethnicity category requirement are SOC 215 or SOC 360. Adding the ES 300 as an option would enable our students to better prepare for working with diverse populations from a global perspective. This is particularly critical to our program mission and goals to prepare competent social workers to work with populations of our region and internationally.
> > An email response indicating your approval of adding ES 300 as an option for our students will be sufficient to submit with our program Plan Change documents in the curriculum process.
> >
> > Thank you Sara.
> >
> > Becky
> --

Sara Aleman, MSW, Ph.D.
Professor, Sociology and Social Work
Director, Ethnic Studies
P.O. Box 15320
Flagstaff, AZ 86011
| 1. College | SBS |
| 2. Academic Unit/Department | Communication |
| 3. Academic Plan Name | BS in Merchandising |
| 4. Subplan (if applicable)? |
| 5. Effective Date | Spring 2009 |
| 6. Is this proposal for a: | □ New Plan | X Plan Change | □ Plan Deletion |
| | □ New Subplan | □ Subplan Change | □ Subplan Deletion |
| 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: [link](http://www4.nau.edu/sio/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.) |
| For New Plans, leave this column blank. 9 units from MER 243, 244, 333, 389, 401, 408, 430, and 434 |
| 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. |
| 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. |
| 10. Please list the Learning Outcomes of the Plan/Subplan (see degree major assessment webpage - [link](http://www4.nau.edu/assessment/main/degree/degree.htm)). |
| □ Demonstrate effective written communication |
| • Demonstrate effective oral communication |
| • Demonstrate effective visual communication |
| • Know how merchandising personnel conduct research |

Revised 09/07
• Understand the processes necessary for the creation, production, and distribution apparel, textile, and retailing products
• Be able to evaluate consumer responses and apply this understanding to future planning

11. Justification for proposal. Please indicate how past assessments of student learning prompted proposed changes.
   To maintain liberal studies status of the course

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

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.
   Moving the course to a 300-level would allow the course to remain as a liberal studies course.

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

Certifications

[Signatures and dates]
Department Chair/Unit Head (if appropriate) 9-17-08
Chair of college curriculum committee
Dean of college 10-1-08

For committee use only

[Signature]
For University Curriculum Committee 11/18/08

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

1. College
   Social & Behavioral Science
2. Academic Unit/Department
   School of Communication
3. Academic Plan Name
   News-editorial minor
4. Subplan (if applicable)?
5. Effective Date
   FALL 2009
6. Is this proposal for a:
   □ New Plan
   □ New Subplan
   x□ Plan Change
   □ Plan Deletion
   □ Subplan Change
   □ Subplan Deletion

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.

To complete this minor, you take the following 24 units:
   • JLS 130, 131, 231, 232, 330, 331W, and 431C (21 units)
   • PHO 281 (3 units)

Be aware that some of the courses required for your minor may have prerequisites that you must also take. Check the courses in the appropriate subject.

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 minor, you take the following 24 units:
   • JLS 130, 131, 231, 232, 330, 331W, and 431C (21 units)
   • PHO 281 181 (3 units)

Be aware that some of the courses required for your minor may have prerequisites that you must also take. Check the courses in the appropriate subject.

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 non-course 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.

10. Please list the Learning Outcomes of the Plan/Subplan (see degree major assessment webpage - http://www4.nau.edu/assessment/main/degree/degree.htm). This does not change the journalism assessment plan.

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

PHO 281 is being phased out. PHO 181 will replace it.

12. If this academic plan/subplan will require additional faculty, space, or equipment, how will these requirements be satisfied?
   Not applicable

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

[Signatures]

Department Chair/ Unit Head (if appropriate) Date

Chair of college curriculum committee Date

Dean of college Date

For committee use only

[Signature]

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>Social &amp; Behavioral Science</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Academic Unit/Department</td>
<td>School of Communication</td>
</tr>
<tr>
<td>3. Academic Plan Name</td>
<td>Environmental Communication minor</td>
</tr>
<tr>
<td>4. Subplan (if applicable)?</td>
<td></td>
</tr>
<tr>
<td>5. Effective Date</td>
<td>FALL 2009</td>
</tr>
<tr>
<td>6. Is this proposal for a:</td>
<td></td>
</tr>
<tr>
<td>□ New Plan</td>
<td>□ Plan Change</td>
</tr>
<tr>
<td>□ New Subplan</td>
<td>□ Plan Deletion</td>
</tr>
<tr>
<td>□ Subplan Change</td>
<td>□ Subplan Deletion</td>
</tr>
</tbody>
</table>

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](http://www4.nau.edu/aio/AcademicCatalog/academiccatalogs.htm)

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

To complete this minor, you take the following 27 units:

- COM 150 and 250 (6 units)
- JLS 130, 131, 231, 232, 331W, and 440C (18 units)
- PHO 281 (3 units)

Be aware that some of the courses required for your minor may have prerequisites that you must also take. Check the courses in the appropriate subject.

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.
X c. will not be used.

Revised 09/07
**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.

This does not change the journalism assessment plan.

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

PHO 281 is being phased out. PHO 181 will replace PHO 281

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

Not applicable

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

\[\text{\underline{Name}}\] 10-22-08

\[\text{\underline{Department Chair/Unit Head (if appropriate)}}\] \[\underline{Date}\]

\[\text{\underline{Chair of college curriculum committee}}\] \[\underline{Date}\] 10-27-08

\[\text{\underline{Dean of college}}\] \[\underline{Date}\]

For committee use only

\[\text{\underline{Date}}\]

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**
   - Education

2. **Academic Unit/Department**
   - Teaching & Learning

3. **Academic Plan Name**
   - Early Childhood Certificate

4. **Subplan (if applicable)?**

5. **Effective Date**
   - FALL 2009

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

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/aio/AcademicCatalog/academiccatalog.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.

If you are majoring in elementary education, you can count this content emphasis toward your degree requirements. Click here for more information on the B.S. Ed. in Elementary Education.

To complete this emphasis, take the following 19 units:
ECI 305 and 320 (6 units)
ESE 436 (3 units)
ECI 408 or ESE 408 (3 units)
9 units chosen from one of the following:
Infancy and Preschool
ECI 302, 311, and 526;
ESE 424; SOC 417; and
SST 350
Elementary Education
ECI 302, 311, and 526;
BME 420 and 480; ARE 231 and 432; and TH 315 and 345
Special Education
ECI 311 and 526; ESE

If you are majoring in elementary education, you can count this content emphasis toward your degree requirements. Click here for more information on the B.S. Ed. in Elementary Education.

To complete this emphasis, take the following 19 units:
ECI 305 (3 units)
ECI 312 (3 units)
ECI 308 (1 unit)
ECI 313 (3 units)
ECI 314 (3 units)
ECI 315 (3 units)
ESE 436 (3 units)

3 units chosen from one of the following:
ECI 316 (3 units)
ECI 311 (3 units)

You must also student teach in pre-K and K-3 settings.

Revised 09/07
423, 424, and 450; and EPS 426

Be aware that some courses required for your certificate may have pre-requisites that you must also take. Check the courses in the appropriate subject.

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.
   X 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.


   Students will understand early childhood development and be able to apply this to developmentally appropriate curricular and teaching decisions.
   Students will understand the importance of intervention in cognitive, motor, and social problems and will be able to use general assessments, including observations to identify needs and provide appropriate interventions.
   Students will have a thorough understanding of the NAEYC guidelines for early childhood education
   Students will gain best practice teaching strategies specific to early childhood settings.

11. Justification for proposal. Please indicate how past assessments of student learning prompted proposed changes.
   The Early Childhood Certificate was created to help students meet the requirements of the Arizona Department of Education’s early childhood endorsement. Now that ADE is approving student coursework for the State Early Childhood Endorsement, we are finding the need to make changes for better alignment. There have also been some decisions made to remove courses that are on the current Early Childhood Certificate. (1) We are no longer offering ECI 320 (Early Childhood Curriculum) and are offering ECI 312 (Early Childhood Curriculum & Assessment) and ECI 313 (Classroom Management in Early Childhood Education) in its place. These classes better meet the state requirements for curriculum, assessment, and classroom management. (2) The State requires coursework in various subject areas, so ECI 314 (Early Childhood Mathematics) and ECI 315 (Early

Revised 09/07
Children Science & Social Studies) have been added for this purpose. (FYI...Early Literacy is covered in the Elementary Education Program. (3) ECI 408 is being replaced with ECI 308 because ECI 308 is attached to ECI 312. (4) The special education requirement in the State endorsement is met through a course in the Elementary Education degree (ESE 380) and does not need to be repeated in the certificate. (5) Many of the class choices have been removed to ensure that students take classes that directly align with the State's endorsement in early childhood.

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

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.
   NA

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

Certifications

Sandra J. Stone 8-27-08
Department Chair/ Unit Head (if applicable) 10-2-08

Chair of college curriculum committee 10-3-08

Dean of college

For committee use only 11-18-08

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 Course Change

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

2. **Course change effective beginning of what term and year?**
   
   
   Fall, 2009

3. **College**
   - Arts and Letters

4. **Academic Unit/Department**
   - English

5. **Current course subject/catalog number**
   - ENG 251

6. **Current catalog title, course description and units.** *(Cut and paste from current on-line academic catalog)*
   
   **ENG 251 ANCIENT LITERATURE (3)**
   
   Representative forms of ancient literature with special attention to epic and tragedy. Prerequisite: ENG 105 or HON 190 or HON 191 or International Exchange Student Group AHI.

   **ENG 358 ANCIENT LITERATURE (3)**
   
   Representative forms of ancient literature with special attention to epic and tragedy. Prerequisite: ENG 105 or HON 190 or HON 191 or International Exchange Student Group AHI and 3 hours of ENG-English coursework AHI.

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.

   ENG 251 is an elective available for the interdisciplinary minor in Classics. In an attached printout of an email, Cynthia Kosso, program coordinator of this minor, reports "no problem at all" with the proposed change.

8. **Does this change affect community college articulation?**
   - Yes X
   - No □

   If yes, explain how in the justification and provide supporting documentation from the affected institutions.

   There will be only minor changes to the Course Equivalency Guide that would have no impact on CC students transferring coursework into English or Liberal Studies programs. NAU ENG 251 would no longer be available as a listed equivalent for certain CC courses at Yavapai CC or Eastern Arizona CC. As is the case for similar "World Literature" courses at other community colleges, these YCC and EACC courses could henceforth transfer as ENG 252 or as 200-level ENG electives (as well as meeting the LS AHI requirement).

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 X in addition to minor changes to CC equivalency listings, a deletion is needed to a listed ASU equivalency. The listed UA equivalent is apparently already a dead letter.

If revised, how should it be revised?

Exact equivalencies should be deleted in the cases of Yavapai and Eastern Arizona Community Colleges. When similar world literature courses at other community colleges are now listed as ENG 251 or ENG 252, the mention of ENG 251 should be eliminated. Equivalencies to ASU and UA courses should be removed. Again, ENG 251 has been a strictly elective course in all these cases, suitable for use toward an NAU English major or minor or toward LS requirements. NAU will continue to accept CC world literature courses in the English major and minor and for LS purposes as AHI credits.

---

**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 ENG 251</td>
<td>Proposed course subject/catalog number 350S</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 Prequisite: ENG 105 or HON 190 or HON 191 or International Exchange Student Group</td>
<td>Proposed Prerequisite Prequisite: ENG 105 or HON 190 or HON 191 or International Exchange Student Group and 3 hours of ENG-English coursework</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
9. Justification for course change. Please indicate how past assessments of student learning prompted proposed changes.

1. Enrollments in this 200-level course have been constrained by the English Department’s increasing emphasis on other lower-division literature courses that aim at beginning students (ENG 130, ENG 230) or that target students meeting BS in ENG ED requirements (ENG 231, ENG 232, ENG 242, ENG 243, ENG 245, ENG 247). Moving this course to the 300-level will help alleviate course congestion at the 200-level, where the BA in English requires only one literature course. ENG 252, European Literature, and ENG 253, World Literature, will continue to be available as electives to lower-division students.

2. ENG 251 regularly enrolls a large proportion of upper-division English majors and minors who, as the semester progresses and as a result of the class’s discussion format, tend to overwhelm their freshman and sophomore classmates. These enrollment patterns and the greater success of more advanced students in the course seem to argue for the proposed change. That is, the 300-level designation will be a truer advertisement of what students enrolling in the course will be likely to encounter. The course syllabus for a 300-level version of “Ancient Literature” will strengthen reading and writing expectations: students will read and write more and be evaluated according to standards that prevail in our 300-level elective literature courses.

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

Revised 8/08
1. Is this course being proposed for Liberal Studies designation? Yes ☐ No ☑
   If yes, route completed form to Liberal Studies.

   Fall 2009

3. College CEFNS
   Academic Unit /Department Center for Sustainable Environments

4. Course subject/catalog number GCS 352
   Units/Credit Hours 3

5. Long course title Grand Canyon Aesthetics: Studies in Painting, Photography, Architecture, and Literature
   (max 100 characters including spaces)

6. Short course title Grand Canyon Aesthetics
   (max. 30 characters including spaces)

7. Catalog course description (max. 30 words, excluding requisites).

This course will examine and discuss the works of visual artists and writers and their role in shaping our understanding of Grand Canyon and the larger Colorado Plateau region.

8. Grading option:
   Letter grade ☑ Pass/Fail ☐ or Both ☐
   (If both, the course may only be offered one way for each respective section.)

9. Co-convened with
11a. Date approved by UGC
   (Must be approved by UGC prior to bringing to UCC. Both course syllabi must be presented)

10. Cross-listed with
   (Please submit a single cross-listed syllabus that will be used for all cross-listed courses.)

11. May course be repeated for additional units? yes ☐ no ☑
   a. If yes, maximum units allowed?
   b. If yes, may course be repeated for additional units in the same term? yes ☐ no ☐
   (ex. PES 100)

12. Prerequisites (must be completed before proposed course)

13. Corequisites (must be completed with proposed course)

Enrollment in Grand Canyon Semester

14. Is the course needed for a new or existing plan of study (major, minor, certificate)?
   Name of plan?
   yes ☐ no ☑

revised 8/08
Note: If required, a new plan or plan change form must be submitted with this request.

17. Is a potential equivalent course offered at a community college (lower division only) yes ☐ no ☒
   If yes, does it require listing in the Course Equivalency Guide? yes ☐ no ☐
   Please list, if known, the institution and subject/catalog number of the course ____________________________

18. Names of current faculty qualified to teach this course: Alan Peterson, Kit Hinsley

19. Justification for new course, including unique features if applicable. (Attach proposed syllabus in the approved university format).

This course has been previously offered under a topics line in GCS. It will be one of the courses taught on occasion as part of the revised Grand Canyon Semester curriculum. We are formalizing the curriculum for Grand Canyon Semester, and bringing the core courses under the GCS course line.

For Official AIO Use Only:
Component Type
Consent
Topics Course

Approvals

Department Chair (if appropriate) ____________________________ Date 9/30/08
Chair of college curriculum committee ____________________________ Date 10/6/08
Dean of college ____________________________ Date 10/6/08

For Committees use only

For University Curriculum Committee ____________________________ Date 11/18/08

Action taken:
Approved as submitted
Approved as modified

revised 8/08
Please attach Syllabus here.

College of Forestry, Engineering, and Natural Sciences
Center for Sustainable Environments
Grand Canyon Semester

GCS 399 Grand Canyon Aesthetics: Studies in Painting, Photography, Architecture, and Literature

Fall 2009
3 Credit Hours

Instructor: Alan Petersen
Phone: 226-4322    E-mail: alan.petersen@coconino.edu
My office hours are 8 – 11am Monday and other times by appointment.

Course Co-Requisite: Enrollment in Grand Canyon Semester

Course Description
In this course we will examine and discuss the works of visual artists and writers and their role in shaping our understanding of Grand Canyon and the larger Colorado Plateau region. Beginning our study in the early nineteenth century we will consider the ways that art and literature have reflected changing cultural values and the variety of roles that the Canyon has played in popular media. Visiting artists and writers will discuss their work and relationship with this remarkable region.

Course Outcomes
In the course of the semester you will develop the knowledge and skills to:
1. Analyze and discuss the historical, cultural and philosophical context for landscape aesthetics as they pertain to the American West and Grand Canyon in particular.
2. Analyze and discuss the history of art, literature, and architecture created at, and inspired by, Grand Canyon.
3. Analyze and discuss the image of Grand Canyon in popular culture and cultural values it represents.
4. Analyze and discuss the significant relationship that American corporations have entered into with artists and their role in establishing Grand Canyon as a tourist destination.

Required Texts

3. Numerous handouts and course reserves as indicated in the course schedule. Course reserves may be found in Vista.

**Coursework**
Please come with all reading finished. There are occasional special lectures in the evenings and one day-long trip to Sedona. All are required.

**Grading:**
- Midterm Exam: 30%
- Final Exam: 30%
- Research paper: 30%
- Participation: 10%

**Reading and Discussion Schedule**

**September 5**

Reading Assignments:
- Edmund Burke (1757)
  *Of the Efficient Cause of the Sublime and Beautiful*

- Immanuel Kant (1764/1790)
  *Analytic of the Sublime* in Immanuel Kant Philosophical Writings

- Thomas Jefferson (1784)
  From *Notes on the State of Virginia*


- Alain De Botton, *On the Sublime* in *The Art of Travel*

**September 12**
From Hudson River Valley to the Grand Canyon of the Colorado: Imagining and Imaging America in the Nineteenth Century

Reading Assignments:
- Pyne, *How the Canyon Became Grand*, 1-114


revised 8/08

**September 19**  
Nineteenth Century Views of the Canyon  
Reading Assignments:  
Kinsey and Skolnick, 1-37; 82-89

Rebecca Bedell, “Chapter 6, Thomas Moran and the Western Surveys,” in The Anatomy of Nature: Geology and American Landscape Painting, 1825-1875.

**October 17**  
The Kolb Brothers, early photography and film at the Canyon  
Reading Assignments:  

Selections from William C. Suran, The Kolb Brothers of Grand Canyon

**October 24**  
Exam 1

The Santa Fe Railroad, the Harvey Company, and Art at the Canyon in the Early Twentieth Century  
Reading Assignments:  
Leah Dilworth. Discovering Indians in Fred Harvey’s Southwest. In Babcock and Weigle, ed. The Great Southwest of the Fred Harvey Company and the Santa Fe Railway.

Phoebe S. Kropp. There is a little Sermon in That: Constructing the Native Southwest at the San Diego Panama-California Exposition of 1915. In Babcock and Weigle, ed., The Great Southwest of the Fred Harvey Company and the Santa Fe Railway.

Alfred Runte, Return to Grand Canyon in Trains of Discovery, (pp. 69-77)

Kathleen Howard and Diana Pardue, ed., Inventing the Southwest: The Fred Harvey Company and Native American Art, chapters 6-8 (pp. 79-120)

Visit to Cline Library Special Collections and Archives to see G. C. advertising and tourist memorabilia.

**October 31**  
Art of the Early Twentieth Century  
Reading Assignments:  
William Robinson Leigh in Out West

**November 7**  
Early Writing about the Canyon: The Style and Legacy of John Wesley Powell  
Reading Assignments:
Martin Padget, “From Manifest Destiny to Historical Romance: The Southwest in Narratives of Exploration and Travel between the 1840s and 1880s”; and “John Wesley Powell’s Mapping of the Colorado Plateau Region.” Chapters 1 and 2 (pp. 13-77), Indian Country: Travels in the American Southwest, 1840-1935 (Albuquerque: University of New Mexico Press, 2004)


**November 14**
The Canyon and the Plateau Country in Twentieth-Century Writing
Reading Assignments: Excerpts from:

Boston:

John Van Dyke
Joseph Wood Krutch
Edward Abbey
Guest Speaker TBA

**November 21**
Women Writing the River/Canyon, Yesterday and Today
Reading Assignments:
Excerpts from Mary Sojourner
Donna Ashworth,
Ann Walka;

**December 3 (Friday)**
Mary Jane Colter Tour Day
This will be a full-day tour of Colter buildings in G. C. National Park, including Hopi House, Hermit’s Rest, and the Watchtower at Desert View. Time permitting we will also travel over to La Posada Hotel/Train Station in Winslow. In preparation we will view the video: “Mary Jane Colter: House Made of Dawn.”
Reading Assignments:
Excerpts from Virginia L. Grattan, Mary Colter: Builder Upon the Red Earth
(Grand Canyon: Grand Canyon Natural History Association, 1992)


Anne Hyde, An American Vision, chapter 6: “American Log Palaces: Far Western Resorts at the Turn of the Century” (244-95)
December 5
Research Paper Due
Contemporary Art

Bibliography

Photography:
Douglas Waitley. William Henry Jackson: Framing the Frontier


Ellsworth L. Kolb. Through the Grand Canyon from Wyoming to Mexico


Eleanor Inskip. The Colorado River through Glen Canyon Before Lake Powell: Historic Photo Journal, 1872 to 1964

Images of Arizona. Video (KAET: Arizona Collection [discussions and travels with three contemporary photographers: David Muench, LeRoy DeJolie, and Jack Dykinga])

Painting:
Rebecca Bedell. The Anatomy of Nature: Geology and American Landscape Painting, 1825-1875

Thurman Wilkins. Thomas Moran: Artist of the Mountains

Joni Kinsey. Thomas Moran and the Surveying of the American West

Anne Farrar Hyde. An American Vision: Far Western Landscape and National Culture, 1820-1920

Joan Carpenter Troccoli. Painters and the American West: the Anschutz Collection

Tourism arts:
Marta Weigle and Barbara Babcock, ed. The Great Southwest of the Fred Harvey Company and the Santa Fe Railway [especially Part I]

Kathleen Howard and Diana Pardue, ed. Inventing the Southwest: The Fred Harvey Company and Native American Art. [especially chapters 7 and 8]
Alfred Runte. *Trains of Discovery: Western Railroads and the National Parks*  
(particularly good on logos, paintings, and artwork related to commercial and touristic purposes)


Dean MacCannell. *The Tourist: A New Theory of the Leisure Class*

**Literature/poetry:**
John Wesley Powell. *The Exploration of the Colorado River*

Joseph Wood Krutch. *Grand Canyon: Today and All Its Yesterdays*


James Bishop. *Epitaph for a Desert Anarchist: The Life and Legacy of Edward Abbey*

Donna Ashworth. *Arizona Triptych: A Story of Northern Arizona Artists*

Mary Sojourner. *Bonelight: Ruin and Grace in the New Southwest (Essays)*  
and *Delicate: Stories of Light and Desire*

Ann Weiler Walka. *Waterlines: Journeys on a Desert River and Walking the Unknown River And Other Travels in Escalante Country*

**COURSE POLICIES**

Attendance: Attendance at class sessions on the Rim and River is mandatory. You will be graded not just on attendance, but on active participation.

Make-ups: No make-ups will be given, and no late papers will be accepted, except in the case of a documented medical or family emergency.

Cheating: One simple rule. If you are caught cheating in this class, you will be failed. Cheating includes plagiarism; in your essays, you must cite each reference and give proper credit for ideas and findings, as well as direct quotes.

[Add standard University Policy Sheet here]
University Curriculum Committee
Proposal for New Course

1. Is this course being proposed for Liberal Studies designation? Yes □ No X
   If yes, route completed form to Liberal Studies.

   Fall 2009

3. College College of Engineering, Forestry, and Natural Science
   Academic Unit/Department Mathematics and Statistics

5. Course subject/catalog number MAT 185
6. Units/Credit Hours 3

7. Long course title Functions, Applications, and Explorations
   (max 100 characters including spaces)

8. Short course title (max. 30 characters including spaces) Functions, Apps, and Explorations

9. Catalog course description (max. 30 words, excluding requisites).

   This course is an in-depth study of topics in secondary school mathematics. Emphasis is on modeling with linear, exponential, trigonometric, and logistic functions: curve fitting; discrete and continuous models. Other topics include parametric and polar equations, linear and matrix algebra, regression aspects of statistics, and growth and decay exponential models.

10. Grading option:
    Grade X Pass/Fail □ or Both □
    (If both, the course may only be offered one way for each respective section.)

11. Co-convened with
    11a. Date approved by UGC
    (Must be approved by UGC prior to bringing to UCC. Both course syllabi must be presented)

12. Cross-listed with
    (Please submit a single cross-listed syllabus that will be used for all cross-listed courses.)

13. May course be repeated for additional units? yes □ no X
    a. If yes, maximum units allowed?
    b. If yes, may course be repeated for additional units in the same term? yes □ no □
    (ex. PES 100)

14. Prerequisites (must be completed before proposed course) TSM 101, TSM 102, and MAT 136 all with a grade of C or better

15. Corequisites (must be completed with proposed course)

revised 9/07
16. Is the course needed for a new or existing plan of study (major, minor, certificate)?
   Yes [X] No [ ]
   Name of plan:
   BS ED Mathematics Secondary Education
   BS ED Physics: Secondary Education
   Note: If required, a new plan or plan change form must be submitted with this request.

17. Is a potential equivalent course offered at a community college (lower division only)?
   If yes, does it require listing in the Course Equivalency Guide?
   Yes [ ] No [X]
   Please list, if known, the institution and subject/catalog number of the course

18. Names of current faculty qualified to teach this course:
   Molly Beauchman
   Terence Blows
   Terry Crites
   Shannon Guerrero
   John Hagood
   Janet McShane
   John Neuberger

19. Justification for new course, including unique features if applicable. (Attach proposed syllabus in the approved university format).

According to the Department of Education, Arizona will need an additional 389 mathematics teachers and 239 science teachers each year just to meet the increased Arizona graduation requirements. This number is in addition to science and mathematics teacher shortages that already exist.

NAU is replicating a highly successful mathematics and science teacher certification program developed at the University of Texas at Austin. This course is one of eight courses in the new NAUTeach program sequence. NAUTeach is a science and mathematics-specific education program that will replace the existing general methods and most content-specific methods courses in the following B.S.Ed. degrees: Biology, Chemistry, Earth Science, General Science, Mathematics, and Physics.

Functions, Applications, and Explorations is a mathematics course designed to address the unique needs of future teachers of mathematics. It is required of NAUTeach mathematics majors and also counts toward their mathematics degree.
35. Approvals

Janet McShane, Chair, Department of mathematics and Statistics

Date

Chair of college curriculum committee

Date

Dean of college

Date

For Committees use only

Ron C

11/18/08

For University Curriculum Committee

Date

Approved as submitted

Approved as modified

MAT 185: Functions, Applications, and Explorations
Semester
3 credit hours

General Information:
- Instructor's Name:
- Office address:
- Office Hours:
- Email:
- Phone:

Course Prerequisites:
- Completion of TSM 101, "Step 1: Inquiry-Based Approaches to Teaching" with a grade of C or better
- Completion of TSM 102, "Step 2: Inquiry-Based Lesson Design" with a grade of C or better
- Completion of MAT 136, "Calculus I" or equivalent with a grade of C or better
- Or consent of instructor

Course Description: This course is an in-depth study of topics in secondary school mathematics. Emphasis is on modeling with linear, exponential, trigonometric, and logistic functions: curve fitting; discrete and continuous models. Other topics include parametric and polar equations, linear and matrix algebra, regression aspects of statistics, and growth and decay exponential models.
Student Learning Expectations/Outcomes for this Course:
Students will be able to:
1. Demonstrate a depth of knowledge of functions ranging from algebra through calculus.
2. Demonstrate a depth of content knowledge with regard to important secondary mathematics topics such as parametric relations, polar relations, matrices, exponential and logarithmic functions, vectors, and complex numbers.
3. Work with relevant data and use regression, matrices, function patterns, and systems methods to model the data.
4. Present mathematical ideas and topics in a knowledgeable and effective manner.
5. Demonstrate proficiency in the use of technology in the mathematics classroom.
6. Identify mathematics content connections between the various levels of secondary mathematics curriculum and between secondary and university level curriculum.

Standards addressed in this course:

- National Council of Teachers of Mathematics Standards addressed in this course:
  - 1.1 – 1.4, 2.2, 3.1 – 3.3, 4.1 – 4.3, 5.1 – 5.3, 9.8, 9.9, 10.1, 10.4, 10.5

- Arizona Professional Teaching Standards addressed in this course:
  - 1.10 – 1.12, 7.1 – 7.5

Course Structure/Approach: The course consists of four units: 1) Functions, 2) Modeling, 3) Overlooked Topics and Explorations, and 4) Geometry of Complex Numbers. In this course, students engage in explorations and lab activities designed to strengthen and expand their knowledge of the topics that are traditionally glossed over by secondary teachers but essential for preparing students for university mathematics courses. The course is designed to include and promote methods of discovery, problem-solving, collaboration, and presentation of results.

Textbook and Required Materials: None. Materials will be provided by the NAUTeach Program.


Course Outline:

<table>
<thead>
<tr>
<th>Unit 1: Functions:</th>
<th>Topics include types of functions and their characteristics; using derivatives to identify features of functions such as relative extrema, zeros, concavity; applications of functions; connections between functions and other mathematics topics.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unit 2: Modeling:</td>
<td>Topics include modeling data with functions; regression and residuals; and modeling functions with matrices.</td>
</tr>
<tr>
<td>Unit 3: Overlooked Topics and Explorations:</td>
<td>Topics include parametric models; derivatives of parametric models; polar coordinates; exponential and logistic models as differential equations; vectors; and applications of these</td>
</tr>
<tr>
<td>Unit 4: Geometry of Complex Numbers:</td>
<td>Topics include the geometry of complex numbers; polar complex numbers; Euler's formula and Taylor series; and applications of complex numbers.</td>
</tr>
</tbody>
</table>

Assessment of Student Learning Outcomes:

<table>
<thead>
<tr>
<th>Assessments:</th>
<th>Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tests. There will be three in-class exams to test your knowledge of the concepts we are currently discussing in class.</td>
<td>45%</td>
</tr>
<tr>
<td>In-Class Assignments, Labs, Homework. There will be frequent in-class and take-home explorations and labs, as well as homework assignments.</td>
<td>20-25%</td>
</tr>
<tr>
<td>Project. You will explore the beauty of mathematics and communicate your results in writing, as well as giving an oral presentation.</td>
<td>10%</td>
</tr>
<tr>
<td>Final Exam. There will be a comprehensive final that will include questions taken from in-class activities, previous tests, labs, written assignments, and homework.</td>
<td>20-25%</td>
</tr>
</tbody>
</table>

Percentage Possible: 100%
Grading System:

<table>
<thead>
<tr>
<th>% of Points</th>
<th>Grade</th>
<th>Quality of Work</th>
</tr>
</thead>
<tbody>
<tr>
<td>90 - 100</td>
<td>A</td>
<td>Exemplary: All aspects of the work are complete and well above the minimum level specified. Well written and free of typographical and grammatical errors. Application of concepts presented in class. Evidence of careful thought and reflection. Reflective application of assignment to future teaching and learning.</td>
</tr>
<tr>
<td>80 – 89</td>
<td>B</td>
<td>Well done: Two or more of the above elements missing or of lesser quality.</td>
</tr>
<tr>
<td>70 – 79</td>
<td>C</td>
<td>Acceptable: The task was completed at the minimum level specified. Most aspects of the assignment indicated a focus on task completion as opposed to careful reflection, analysis, and/or application.</td>
</tr>
<tr>
<td>60 – 69</td>
<td>D</td>
<td>Not acceptable: Several aspects of the assignment are missing or completed at a sub-standard level.</td>
</tr>
<tr>
<td>Below 60</td>
<td>F</td>
<td>Failing: Assignment not completed.</td>
</tr>
</tbody>
</table>

Course Policies:

- **Attendance and Participation:** Regular attendance and active participation at all class sessions is required and will greatly enhance the student's ability to be successful. Regular attendance is expected with no more than 2 unexcused absences from class for the semester. Preparation includes, but is not limited to, coming to class prepared with the required assignments completed and engaging in thoughtful and reflective class discussion and activities. Violation of the attendance and participation policy can result in a grade reduction or failing the course.

- **Written Assignments and Homework:** You must attempt all assigned problems and show all work in order to receive full credit. Writing errors, such as spelling, punctuation, grammatical errors, etc., will be taken into consideration and may lower the grade. All assignments that involve writing reflections, explanations, and analysis should be professional in appearance. Students are permitted and encouraged to proofread each other’s assignments.

- **Late Assignments:** Assignments must be submitted on the due dates. In general, late work will not be accepted.

- **Statement on plagiarism and cheating:** Plagiarism is considered as a willful act when a person knowingly uses the work of others and attempts to present it as his/her own. This academic dishonesty will not be permitted. Appropriate measures, as stated in the NAU Student Handbook, will be applied.

NORTHERN ARIZONA UNIVERSITY POLICY STATEMENTS
http://ian.ucc.nau.edu/academicadmin/plystmt.html

revised 9/07
1. Is this course a Diversity or Liberal Studies Course?  No.


3. College  CEFNS

4. Academic Unit/Department  CSE

5. Current course subject/catalog number  PRM 398

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

   PRM 398 MODULAR LEARNING EXPERIENCE  (1-3)

   In-depth study of an aspect, concept, or problem within a program of study. May be repeated for up to 6 hours of credit.

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

   GCS 350 Managing the Grand Canyon (3)

   This course will focus on the management of Grand Canyon National Park and its role in the development of the West; we will investigate the image and reality of the role the park and the National Park Service have played in this process.

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.

   Concurrent with this request, we are putting in a plan change to include Grand Canyon Semester courses as electives in two focus areas of the Environmental Studies major.  As GCS

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 ☐ 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><strong>CURRENT course subject/catalog number</strong></td>
<td><strong>Proposed course subject/catalog number</strong></td>
</tr>
<tr>
<td>PRM 398</td>
<td><strong>GCS 350</strong></td>
</tr>
<tr>
<td><strong>Current number of units/credits</strong></td>
<td><strong>Proposed number of units/credits</strong></td>
</tr>
<tr>
<td>1-3</td>
<td>3</td>
</tr>
<tr>
<td><strong>Current Course Fee</strong> yes ☒ no ☐</td>
<td>If subject or catalog number change</td>
</tr>
<tr>
<td></td>
<td>Move ☒ or Delete ☐</td>
</tr>
<tr>
<td><strong>Current Grading Option</strong></td>
<td><strong>Proposed Grading Option</strong></td>
</tr>
<tr>
<td>Letter Grade ☐ Pass/Fail ☐ or Both ☐</td>
<td>Letter Grade ☒ Pass/Fail ☐ or Both ☐</td>
</tr>
<tr>
<td><strong>Current Repeat for additional Units</strong></td>
<td><strong>Proposed Repeat for additional Units</strong></td>
</tr>
<tr>
<td>Yes, up to 6 units.</td>
<td>No</td>
</tr>
<tr>
<td><strong>Current Max number of units</strong></td>
<td><strong>Proposed Max number of units</strong></td>
</tr>
<tr>
<td>6</td>
<td>3</td>
</tr>
<tr>
<td><strong>Current Prerequisite</strong> None</td>
<td><strong>Proposed Prerequisite</strong> None</td>
</tr>
<tr>
<td><strong>Current Co-requisite</strong> None</td>
<td><strong>Proposed Co-requisite</strong> Enrollment in Grand Canyon Semester</td>
</tr>
<tr>
<td><strong>Current Co-Convene with</strong> None</td>
<td><strong>Proposed Co-Convene with</strong> None</td>
</tr>
<tr>
<td><strong>Current Cross List with</strong> None</td>
<td><strong>Proposed Cross List with</strong> None</td>
</tr>
<tr>
<td>o you want to remove this course from either the Liberal Studies Course list and or the Diversity Course list? Liberal Studies ☐ Diversity ☐</td>
<td></td>
</tr>
</tbody>
</table>

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

This course has been taught numerous as PRM 398; it is one of the central courses in the Grand Canyon Semester, and the one course taught in partnership with our colleagues at the Grand Canyon National Park. We are formalizing the curriculum for Grand Canyon Semester, bringing the core courses under the GCS course line, and making the courses count for the Environmental Studies major. The change (as opposed to a new course proposal) is also necessary to move the previously approved course fee for PRM 398 to the GCS prefix.

10. Approvals

Department Chair/Unit Head (if appropriate)/Date

Chair of college curriculum committee/Date

Chair of college/Date

Revised 8/08
For University Curriculum Committee/Date

Action taken: approved as submitted approved as modified

Course syllabus, FYI:

College of Engineering, Forestry, and Natural Sciences
Center for Sustainable Environments

GCS 350: Managing Grand Canyon National Park
Grand Canyon Semester: Fall 2009
3 Credit Hours

Staff Instructors from Grand Canyon National Park
Jacob Fillion, Branch Chief for Environmental Education
phone: 928.638.7762; e-mail: jacob.fillion@nps.gov

Course Co-requisite: Enrollment in Grand Canyon Semester

Course Description
This course will focus on the management of Grand Canyon National Park and its role in the development of the West; we will investigate the image and reality of the role the park and the National Park Service have played in this process. We will look at the history and mission of the National Park Service and the specific management objectives and challenges of Grand Canyon National Park. Through the assigned readings and presentations by various park staff and others, we will look at park planning and management as well as how we manage the park’s natural and cultural resources. Through an activity called “Park as Text” we will explore in small groups the entire park community, including the gateway community of Tusayan, to discover non-Park Service perspectives of the park. The time at the canyon will include a hike into the canyon as well as along the rim.

To continue our learning experience we will go on a river trip down the Colorado River through Grand Canyon; the trip will be multiple days. We will have "class sessions" on the beaches and up the side canyons of the river corridor as well as participate on a park research project as a service component of our program. Our boatmen/guides will be both National Park Service staff and professionals with many years of experience, each with their own area of expertise.

Revised 8/08
Course Outcomes
At the end of the semester, students are expected to be able to:
1. Understand the history and development of Grand Canyon National Park.
2. Analyze and discuss the relationship between the image of GCNP and the realities managers face.
3. Critically engage, from a variety of disciplinary perspectives, issues and management objectives at GCNP.
4. Analyze and discuss issues related to the management of the Colorado River through GCNP.
5. Creatively reflect on the personal experience of GCNP and the Colorado River.

Grading and Assessment
There will be five assignments that will make up your grade:
- Park Scavenger Hunt (5%)
- Park as Text, small group activity with presentation (15%)
- On River Presentation (15%)
- Summary of River Trip experience, creative presentation (25%)
- Final essay (40%)

Written Assignments
On River Presentation
This is a short 10 to 15 minute presentation to be given on the river at a relevant spot related to your topic. We will provide a list of topics from which you will select the topic of your presentation. We will need to know your selection by the end of your stay at the rim so that we can plan accordingly on the river. By the end of your stay at the park, September 27th, you will be required to turn in a one-page summary and outline of your presentation. We will take a notebook along on the river with all of the outlines so that you will have access to it.

River Trip Experience
This is to be a personal piece, a reflection of your experience on the Colorado River through Grand Canyon. It is an opportunity to express your personal connection, or non-connection, to the river, whether spiritual, emotional, aesthetical or whatever. It is to be a creative piece that can take any form you choose, e.g., artwork (painting, drawing, collection of drawings, etc.), an essay, poetry, photo journal, written journal, musical, ... whatever you choose. If you chose to do a creative piece such as art work, you will need to include a short written explanation of the piece and its relevance to your experience. Your grade for this assignment will be based 90% on content and 10% on the quality of your presentation.

Revised 8/08
Final Essay “Grand Canyon National Park: Image vs. Reality”
This too is a reflective, personal piece contrasting your image of Grand Canyon National Park and the National Park Service prior to your visit, and what has become a reality for you. In the essay you will clearly state the image(s) you had of the Park Service and of Grand Canyon National Park; you will then state the reality and clearly explain what it was that either supported your original image or changed it. Your final essay should be a minimum of 1200 words and a maximum of 2400 words.

Texts
Grand Canyon National Park staff, Grand Canyon National Park General Management Plan, August 1995
Albright, Horace M. with R Cahn, The Birth of the NPS: The Founding Years 1913-33, 1985
(available through Amazon.com)

Schedule of Classes
Time at Grand Canyon National Park will be divided into two parts, one on the rim and one on the Colorado River. The stay on the rim will be September 22 - 27. Later in the semester you will present your river projects to the group in Flagstaff. The river trip is September 30 - October 12. Although you arrive at the park on September 22nd, classroom activities will begin Sunday afternoon September 23rd; this will allow you a couple of days prior to classes to explore the park and complete the Park Scavenger Hunt activity. During your stays at the park you will be camping at Mather Campground in the group site. Be prepared for long days of classes and activities.

COURSE POLICIES
Attendance: Attendance at class sessions on the Rim and River is mandatory. You will be graded not just on attendance, but on active participation.

Make-ups: No make-ups will be given, and no late papers will be accepted, except in the case of a documented medical or family emergency.

Cheating: One simple rule. If you are caught cheating in this class, you will be failed. Cheating includes plagiarism; in your essays, you must cite each reference and give proper credit for ideas and findings, as well as direct quotes.

[Add standard University Policy Sheet here]
Date: November 5, 2008
To: NAU University Curriculum Committee
From: Pam Foti
Re: Course Change: PRM 398 to GCS 350

Greetings:

Please accept this as verification that the Department of Geography, Planning, and Recreation is in support of the course change: PRM 398 to GCS 350. With the relocation of the Grand Canyon Semester to the Center for Sustainable Environments, under the direction of the Director of Environmental Studies, this change is completely justified.

Thank you for the opportunity to comment. Please let me know if you need additional information.

cc: Dr. Rod Parnell, Director, Center of Sustainable Environments
    Dr. David Schlosberg, Director of Environmental Studies and Grand Canyon Semester
1. Is this course being proposed for Liberal Studies designation? Yes ☐ No X
   If yes, route completed form to Liberal Studies.


3. College Social and Behavioral Sciences 4. Academic Unit /Department School of Communication

5. Course subject/catalog number PHO 282 6. Units/Credit Hours 3

7. Long course title Introduction to Digital Photography Workflow
   (max 100 characters including spaces)

8. Short course title (max. 30 characters including spaces) Intro Digital Photo Workflow

9. Catalog course description (max. 30 words, excluding requisites).
   Fundamentals of digital photography; advanced camera handling, studio and natural light assignments with an introduction to digital photographic workflow and digital asset management. 3 hours lecture and lab.

10. Grading option:
    Letter grade X Pass/Fail ☐ or Both ☐
    (If both, the course may only be offered one way for each respective section.)

11. Co-convened with 11a. Date approved by UGC
    (Must be approved by UGC prior to bringing to UCC. Both course syllabi must be presented)

12. Cross-listed with
    (Please submit a single cross-listed syllabus that will be used for all cross-listed courses.)

13. May course be repeated for additional units? yes ☐ no X
    a. if yes, maximum units allowed? ☐
    b. If yes, may course be repeated for additional units in the same term? yes ☐ no ☐
    (ex. PES 100)

14. Prerequisites (must be completed before proposed course) PHO 181 or 281

15. Corequisites (must be completed with proposed course)

16. Is the course needed for a new or existing plan of study (major, minor, certificate)? yes ☒ no

revised 8/08
Name of plan? B. S. in Photography, B.S.J. in photojournalism and photography minor

Note: If required, a new plan or plan change form must be submitted with this request.

Is a potential equivalent course offered at a community college (lower division only)?
Yes [ ] No [X] Yes [ ] No [ ]
If yes, does it require listing in the Course Equivalency Guide?
Yes [ ] No [ ]
Please list, if known, the institution and subject/catalog number of the course

18. Names of current faculty qualified to teach this course: Peter Schwepker, Laura Camden

19. Justification for new course, including unique features if applicable. (Attach proposed syllabus in the approved university format).

This class will act as an introduction to digital workflow technology and provide the student with a foundation in digital photography computer software and editing to continue on and be prepared for the advanced classes in this skill area.

NOTE: This class is currently being offered as an 199 Fall 2008 and will be offered as a 199 in the Spring 2009.

For Official AIO Use Only:
Component Type
Consent
Topics Course

35. Approvals

[Signature] 10-1-08
Department Chair (if appropriate) Date

[Signature] 10-8-08
Chair of college curriculum committee Date

Dean of college

For Committees use only

[Signature] 11/2/08
For University Curriculum Committee Date

Action taken:

[ ] Approved as submitted
[ ] Approved as modified

revised 8/08
PHO 282 INTRODUCTION TO DIGITAL PHOTOGRAPHY WORKFLOW – FALL 2009
OFFERED AS A 199 FALL 2008 AND SPRING 2009

General Information
- School of Communication, Photography Program
- PHO 282, Introduction to Digital Photography Workflow
- Fall 2009
- 2.5 clock hours, 3 credit hours
- Instructor TBA
- Office Location: Building 16, room 205
- Office Hours: MWF 9am-10am

Course prerequisites
PHO 181 or PHO 281

Course description
Fundamentals of digital photography; camera handling, studio and natural light assignments with an introduction to digital photographic workflow and digital asset management.

Student Learning Expectations/Outcomes For This Course
Use basic technical language and procedures used in pre-press publication, digital imaging and the photographic industries. Including digital asset management utilizing Adobe Bridge, Adobe Camera Raw and Adobe Photoshop.
Gain experience and use skills in outputting digital media for publication, print and the web.

Course structure/approach
The course will consist of lectures, assignments, exams and open computer lab time.

Textbook and required materials
Digital SLR Camera and removable media

Recommended optional materials/references
“The DAM Book” author Peter Krough

Course outline
Week 1: Instructor introduction, course overview

Week 2: Setting up the DSLR
- File Format (jpeg, raw)
- Resolution
- Color Profile (SRGB, Adobe RGB 1998)
- White Balance
- Introduction to Adobe Bridge CS3
- File Browsing Application
- Instructor Demonstration

Week 3: Adobe Bridge

revised 8/08
Creating and saving custom workspace
Setting preferences
Industry naming convention
Batch renaming
Key wording
Rating
Labeling
Discuss shooting assignment 1 (architectural photography)

Week 4: Adobe Camera RAW
Instructor demonstration
Setting Preferences
Converting to DNG (digital negatives)
Workflow output options
Tabs: Basic, Sharpening

Assign 2nd part of Assignment 1 (architecture)

Week 5: Quiz (camera settings, Adobe Bridge CS3 workflow)
Digital SLR camera components
Resolution
Bit Depth
Dynamic Range
Optics
Electronics

Assignment 1 (architecture) due at beginning of class
Critique assignment 1 (architecture)

Week 6: Adobe Photoshop CS3 overview
Instructor demonstration
Setting Preferences
Creating and Saving Custom workspace
Discuss shooting assignment 2 (studio portrait)
Portrait lighting demonstration (portrait studio)

Week 7: Adobe Photoshop CS3 global adjustments
levels, curves, color balance and saturation
layer masks
resizing (up sampling, down sampling)
sharpening for output (web, print)
Assign 2nd part of assignment 2 (studio portrait)

Week 8: Adobe Photoshop CS3 selection tools and techniques
Tools
marque
lasso
magic wand
quick masks
color range

revised 8/08
Techniques
select all
deselect
contract
expand
smooth
feather

Assignment 2 (studio portrait) due at beginning of class
Critique assignment 2 (studio portrait)

Week 9: Create and explain folder structure for digital assets
master files
derivate master files
print files
web files

Review for midterm exam

Week 10: Midterm Exam

Week 11: Return and review midterm exam
Adobe Photoshop CS3 acute selections and adjustments
setting up images for output and delivery (web, print)
unsharp mask
icc color profiles
bit depth
stroke
boarder
Discuss Shooting Assignment 3 (product studio shot)
Demonstrate product studio lighting (commercial studio)

Week 12: Output options for Printing
Wet lab printers
Fuji Frontier
Chromera
Lightjet
Inkjet printers
Epson
Inksets (dye, pigment)

Week 13: Automating workflow within Adobe CS3 Camera RAW
Synchronizing files
Saving custom settings
Assignment 3 (studio product shot) due at beginning of class
Assignment 3 (studio product shot) critique

Week 14: Automating workflow within Adobe Photoshop CS3
Creating customs actions
Batching actions
Creating and utilizing custom scripts (Dr. Brown's 1-2-3 Process)

revised 8/08
Reading Week: Review for final exam

Finals Week: Take final exam at the university scheduled time.

- Exams and assignments will be graded and return within 1 week of completion or due date

Grading System: Grade are determined dividing your total points earned on exams, assignments and class attendance by total points possible in the course.

The 3 assignments will be worth 200 points. Class attendance and participation will count 20 points. There will be a final exam and midterm worth 50 points. Quizzes will be worth 20 points.

<table>
<thead>
<tr>
<th>Assignments</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Final Exam</td>
<td>50</td>
</tr>
<tr>
<td>Mid-term</td>
<td>50</td>
</tr>
<tr>
<td>Quizzes</td>
<td>20</td>
</tr>
<tr>
<td>Class attendance/participation</td>
<td>20</td>
</tr>
<tr>
<td>Possible total</td>
<td>340</td>
</tr>
</tbody>
</table>

A=90 to 100%..........................306 to 340 points
B= 80 to 89%..........................272 to 305 points
C=70 to 79%..........................238 to 271 points
D=60 to 69%..........................204 to 237 points
F=59% and below.........................0 to 203 points

Course policy

- Retests/makeup tests: Makeup tests will only be allowed by instructor if student has obtained permission prior to originally assigned test date or proof of family or medical emergency.

- Attendance: We only meet once a week so it is essential that you attend every class. Missing more than one class without prior approval from instructor will result in a lowering of your grade by one full letter each additional absence after one.

- Any student found guilty of plagiarism or cheating will no longer be allowed to attend class and will receive a letter grade of "F".

Northern Arizona University Policy Statement

Safe Environment Policy

NAU’s Safe Working and Learning Environment Policy seeks to prohibit discrimination and promote the safety of all individuals within the university. The goal of this policy is to prevent the occurrence of discrimination on the basis of sex, race, color, age, national origin, religion, sexual orientation, disability, or veteran status and to prevent sexual harassment, sexual assault or retaliation by anyone at this university.

You may obtain a copy of this policy from the college dean’s office. If you have concerns about this policy, it is important that you contact the departmental chair, dean’s office, the Office of
Student Life (928-523-5181), the academic ombudsperson (928-523-9368), or NAU’s Office of Affirmative Action (928-523-3312).

Students with Disabilities

If you have a documented disability, you can arrange for accommodations by contacting the office of Disability Support Services (DSS) at 928-523-8773 (voice), 928-523-6906 (TTY). In order for your individual needs to be met, you are required to provide DSS with disability related documentation and are encouraged to provide it at least eight weeks prior to the time you wish to receive accommodations. You must register with DSS each semester you are enrolled at NAU and wish to use accommodations.

Faculty are not authorized to provide a student with disability related accommodations without prior approval from DSS. Students who have registered with DSS are encouraged to notify their instructors a minimum of two weeks in advance to ensure accommodations. Otherwise, the provision of accommodations may be delayed.

Concerns or questions regarding disability related accommodations can be brought to the attention of DSS or the Affirmative Action Office.

Institutional Review Board

Any study involving observation of or interaction with human subjects that originates at NAU—including a course project, report, or research paper—must be reviewed and approved by the Institutional Review Board (IRB) for the protection of human subjects in research and research-related activities.

The IRB meets once each month. Proposals must be submitted for review at least fifteen working days before the monthly meeting. You should consult with your course instructor early in the course to ascertain if your project needs to be reviewed by the IRB and/or to secure information or appropriate forms and procedures for the IRB review. Your instructor and department chair or college dean must sign the application for approval by the IRB. The IRB categorizes projects into three levels depending on the nature of the project: exempt from further review, expedited review, or full board review. If the IRB certifies that a project is exempt from further review, you need not resubmit the project for continuing IRB review as long as there are no modifications in the exempted procedures.

A copy of the IRB Policy and Procedures Manual is available in each department’s administrative office and each college dean’s office. If you have questions, contact Carey Conover, Office of Grant and Contract Services, at 928-523-4889.

Academic Integrity

The university takes an extremely serious view of violations of academic integrity. As members of the academic community, NAU’s administration, faculty, staff and students are dedicated to promoting an atmosphere of honesty and are committed to maintaining the academic integrity essential to the education process. Inherent in this commitment is the belief that academic dishonesty in all forms violates the basic principles of integrity and impedes learning. Students are therefore responsible for conducting themselves in an academically honest manner.
Individual students and faculty members are responsible for identifying instances of academic dishonesty. Faculty members then recommend penalties to the department chair or college dean in keeping with the severity of the violation. The complete policy on academic integrity is in Appendix F of NAU's Student Handbook.

Academic Contact Hour Policy

The Arizona Board of Regents Academic Contact Hour Policy (ABOR Handbook, 2-206, Academic Credit) states: "an hour of work is the equivalent of 50 minutes of class time...at least 15 contact hours or recitation, lecture, discussion, testing or evaluation, seminar, or colloquium as well as a minimum of 30 hours of student homework is required for each unit of credit."

The reasonable interpretation of this policy is that for every credit hour, a student should expect, on average, to do a minimum of two additional hours of work per week; e.g., preparation, homework, studying.
University Curriculum Committee
Proposal for New Course

1. Is this course being proposed for Liberal Studies designation? Yes ☐ No X
   If yes, route completed form to Liberal Studies.

   Fall 2009

3. College Social and Behavioral Sciences
   4. Academic Unit/Department School of Communication

5. Course subject/catalog number PHO 284
   6. Units/Credit Hours 3

7. Long course title Basic Photojournalism
   (max 100 characters including spaces)

8. Short course title (max. 30 characters including spaces)
   Basic Photojournalism

9. Catalog course description (max. 30 words, excluding requisites).
   Fundamentals of photojournalism and media photography; Visual storytelling applications including multimedia,
   and photo editing. Highly recommended to take PHO 282 prior to or concurrently with PHO 283.
   3 hours lecture and lab

10. Grading option:
    Letter grade X Pass/Fail ☐ or Both ☐
    *(If both, the course may only be offered one way for each respective section.)*

11. Co-convened with
    11a. Date approved by UGC
    *(Must be approved by UGC prior to bringing to UCC. Both course syllabi must be presented)*

12. Cross-listed with
    (Please submit a single cross-listed syllabus that will be used for all cross-listed courses.)

13. May course be repeated for additional units? yes ☐ no X
    a. If yes, maximum units allowed?
    b. If yes, may course be repeated for additional units in the same term? yes ☐ no ☐
       (ex. PES 100)

14. Prerequisites (must be completed before proposed course)
    PHO 181

15. Corequisites (must be completed with proposed course)

16. Is the course needed for a new or existing plan of study
    (major, minor, certificate)? yes x no
    Name of plan? B.S. in Journalism Photojournalism emphasis
    *Note: If required, a new plan or plan change form must be submitted with this request.*

revised 8/08
17. Is a potential equivalent course offered at a community college (lower division only) 
   If yes, does it require listing in the Course Equivalency Guide? 
   Please list, if known, the institution and subject/catalog number of the course 
   yes ☐ no x 

18. Names of current faculty qualified to teach this course: Peter Schwegker, Laura Camden

19. Justification for new course, including unique features if applicable. (Attach proposed 
    syllabus in the approved university format).

As it stands, photojournalism emphasis students are not getting into a photojournalism classes until 
their junior--sometimes senior--year. This is too late to offer them the opportunity to compete with 
students from top photojournalism schools for jobs and valuable internships. PHO 283 puts 
photojournalism emphasis students on track early in their academic career and gives them the 
experience needed to compile strong portfolios which allows them to compete for those good jobs and 
internships. Without this early start, our students will likely fall in the market. 
NOTE: This course will be offered as a 299 in Spring 2009.

For Official AIO Use Only: 
Component Type 
Consent 
Topics Course

35. Approvals

[Signature] 10-1-08
Department Chair (if appropriate) Date

[Signature] 10-2-08
Chair of college curriculum committee Date

[Signature] 11/18/08
Dean of college Date

For Committees use only

[Signature]
For University Curriculum Committee Date

Action taken:
 Approval as submitted 

2
PHO 284 BASIC PHOTOJOURNALISM  
Fall 2009  
To be offered as a 299 Spring 2009  

General Information:  
- School of Communication, Northern Arizona University  
- PHO 284 Basic Photojournalism  
- Fall, 2009  
- Three Credit Hours  
- Peter Schwepker, Instructor  
- Office Address: Room 339; School of Communication  
- Office Hours: 1-3, T-TH, 3-5 Wed.  

Course Prerequisites:  
PHO 181  
Highly recommended to take PHO 282 prior to or concurrently with PHO 284.  

Course Description  
FUNDAMENTALS OF PHOTOJOURNALISM AND MEDIA PHOTOGRAPHY; VISUAL STORYTELLING APPLICATIONS INCLUDING MULTIMEDIA, AND PHOTO EDITING.  

Student Learning Expectations/outcomes for this Course  
THIS COURSE IS DESIGNED TO GIVE A STUDENT AN OVERVIEW OF PHOTOJOURNALISM AND INTRODUCE SHOOTING AND EDITING FUNDAMENTALS THAT WILL BE EMPLOYED THROUGHOUT THE STUDENT'S PHOTOJOURNALISM STUDIES AND INTERNSHIPS AT NAU.  

THE STUDENT WILL USE SHOOTING AND EDITING FUNDAMENTALS TO TELL STORIES WITH PICTURES WITH PHOTOJOURNALISTIC PRINCIPLES. WILL USE PHOTOJOURNALISTIC APPLICATIONS TO PRODUCE MULTIMEDIA SHOWS. ALL AREAS WILL BE TAUGHT BASIC INSTRUCTION THAT IS RELEVANT TO CURRENT TRENDS IN NEWSPAPER, MAGAZINE AND WEB USAGE.  

Course Structure/Approach  
This will be a lecture course with weekly demonstrations on camera technique, media layout and guest speakers. Homework assignments will include photographic exercises, quizzes and research papers.  

Textbook, required materials and equipment  
- Textbook is under consideration.  
- A DSLR camera with interchangeable lenses and independent flash with revolving head is required. The student is responsible for digital information disks.
• Student is responsible for all digital storage such as blank CD and DVD

Recommended optional materials, references

Website links and reading material relating to weekly and semester subjects will be posted on the class updates page, www.schweikerphoto.com/283updates.html.

The class updates page will include the revised class schedule, special announcements, explanation of individual assignments, and other photo links

Course Outline

ASSIGNMENT SCHEDULE FOR CLASS (WITHOUT DATES)

First Week

BOOT CAMP, PHOTOGRAPHIC FUNDAMENTALS

Week Two

BOOT CAMP, PHOTOJOURNALISM FUNDAMENTALS

Week Three

EDITORIAL PORTRAIT DUE.

Week Four

FEATURE, HUMAN INTEREST PHOTO

Week Five

SECOND EDITORIAL PORTRAIT

Week Six

FIRST MINI STORY DUE

Week Seven

MIDTERMS DUE, PHOTO STORY TOPICS DUE

Week Eight

SECOND MINI-STORY DUE WITH AUDIO IN SLIDESHOW FORM

Week Nine

FIRST PHOTO STORY TAKES DUE

Week Ten

PHOTO STORIES DUE

Week Eleven

REVISED STORIES AND PRE PORTFOLIO DISCUSSION

Week Twelve

REVISED STORIES AND PRE PORTFOLIO

Week Thirteen

FINAL PROJECTS AND PORTFOLIOS DUE

Week Fourteen

FINAL PROJECTS AND PORTFOLIOS DUE

Week Fifteen

FINAL PROJECTS AND PORTFOLIOS DUE

Grading System

90% - 100%      A
84% - 89%        B
74% - 83%        C
65% - 73%        D
BELOW 65%        F

revised 8/08
PORTFOLIO 40%
ASSIGNMENTS 40%
EXAMS 20%

EXTRA CREDIT, FLAWLESS ATTENDANCE AND PARTICIPATION IN CLASS ARE BIG FACTORS IN THE FINAL DETERMINATION OF MARGINAL NUMERICAL GRADES. THOSE THREE AREAS MAY ELEVATE YOUR GRADE FROM A HIGH "B" TO AN "A", AS AN EXAMPLE.

Course Policy

•Retests/makeup tests

Your midterm is a taken-home, open-book open-web research paper that will be completed with footnotes and attribution. If you receive a score of 95 or more points, you do not need to take the final, which is another research paper relating to a class topic. Because you will have had plenty to time to complete your exams, there will be no makeup exams and your exams are due on time on the designated date.

YOUR HOMEWORK WILL BE SUBMITTED ON TIME. You are given five (5) minutes of late time for each class DURING THE SEMESTER. There are NO excuses or allowance for late midterms, final portfolio or photo stories.

Your portfolio is the most important part of your PHO 284, PHO 381 and PHO 481 experience. Plan early, be ready and DON’T BE LATE. You will lose one (1) point for every minute your portfolio is late. You will get a zero (0) if your portfolio is not submitted by the end of the portfolio class period.

•Attendance

Attendance will be checked every week. Perfect attendance means extra credit toward your grade, which is significant. Your interest in the class is reflected in your attendance. Please do not forfeit this class because another class has an “important meeting.” By doing so, you are telling me that your other class is more important, which is not very good PR for your grade.

YOU ARE RESPONSIBLE FOR ALL SUBMISSIONS OF ASSIGNMENTS REGARDLESS OF ANOTHER CLASS THAT HAS MADE YOU LATE FOR THIS CLASS. IF A PROFESSOR IS HOLDING YOU LATE AND YOU HAVE A PROJECT DUE, YOU MUST EXCUSE YOURSELF FROM THAT CLASS, NOT MINE. I WILL NOT ACCEPT LATE WORK FROM STUDENTS USING THE EXCUSE OF BEING LATE FROM ANOTHER CLASS.

GUEST SPEAKERS GIVE THEIR TIME TO VISIT THIS CLASS. MOST GUEST SPEAKERS TRAVEL FROM PHOENIX AND BEYOND AND THEY DO NOT GET PAID
FOR THEIR TIME; THEREFORE, ATTENDANCE FOR GUEST SPEAKER PRESENTATIONS IS MANDATORY.

• Statement on plagiarism and cheating.

I do not tolerate cheating or plagiarism in this class. Your midterms will be randomly selected and submitted to outside help to discover plagiarism infractions. Penalties may include dismissal from class with an F to possible dismissal from school. Also, your photos MUST be YOUR photos taken this semester for this class. Cheating on this rule carries the same penalties as plagiarism.

Academic Integrity and University Policies:

For a complete list of all NAU policies related to this and other NAU classes, go to:

http://jan.ucc.nau.edu/academicadmin/policy.doc
University Curriculum Committee
Proposal for New Course

1. Is this course being proposed for Liberal Studies designation? Yes ☒ No ☐
   If yes, route completed form to Liberal Studies.


3. College Social & Behavioral Sciences 4. Academic Unit /Department Geography, Planning & Recreation

5. Course subject/catalog number PRM 350 6. Units/Credit Hours 3

7. Long course title Cultural Recreation
   (max 100 characters including spaces)

8. Short course title (max. 30 characters including spaces) Cultural Recreation

9. Catalog course description (max. 30 words, excluding requisites).
   This course will introduce information about culture differences, values and expectations of human development, leadership, and organization, and cultural awareness in programming sports, language and aging in the United States.

10. Grading option:
    Letter grade ☒ Pass/Fail ☐ or Both ☐
    (If both, the course may only be offered one way for each respective section.)

11. Co-convened with
    11a. Date approved by UGC
    (Must be approved by UGC prior to bringing to UCC. Both course syllabi must be presented)

12. Cross-listed with
    (Please submit a single cross-listed syllabus that will be used for all cross-listed courses.)

13. May course be repeated for additional units? yes ☐ no ☒
a. If yes, maximum units allowed?
   b. If yes, may course be repeated for additional units in the same term? yes ☐ no ☐
   (ex. PES 100)

14. Prerequisites (must be completed before proposed course)

15. Corequisites (must be completed with proposed course)

16. Is the course needed for a new or existing plan of study (major, minor, certificate)? yes ☐ no ☒

revised 8/08
17. Is a potential equivalent course offered at a community college (lower division only) yes □ no X
If yes, does it require listing in the Course Equivalency Guide? yes □ no □
Please list, if known, the institution and subject/catalog number of the course

18. Names of current faculty qualified to teach this course: Judy Hammersley

19. Justification for new course, including unique features if applicable. (Attach proposed syllabus in the approved university format).

This course was developed in response to our national accreditation program review (National Recreation and Park Association) to increase the diversity content of our major. Our intent is to include this course in the PRM emphasis/major in the future.
Note: If required, a new plan or plan change form must be submitted with this request.

17. Is a potential equivalent course offered at a community college (lower division only) yes □ no X
If yes, does it require listing in the Course Equivalency Guide? yes □ no □
Please list, if known, the institution and subject/catalog number of the course

18. Names of current faculty qualified to teach this course: Aaron Divine

For Official AIO Use Only:
Component Type
Consent
Topics Course

35. Approvals

[Signatures and dates]
Department Chair (if appropriate)
Date

Chair of college curriculum committee
Date

Dean of college
Date

For Committees use only

For Liberal Studies Committee

Action taken: Approved as submitted
modifies 11/18/08

For University Curriculum Committee

Action taken: Approved as submitted
Approved as modified

revised 9/07
NORTHERN ARIZONA UNIVERSITY
Course Syllabus

College: Social and Behavioral Sciences
Department: Geography, Planning and Recreation
Course Title: Cultural Recreation
Course Number: PRM 350 (Currently Special Topics PRM 399)
Credit Hours: 3
Semester Offered: Summer, Fall (Web Delivery Only)
Course Facilitator: Judith M. Hammersley, M.A.  Phone: (928) 523-8523
SBS West, room 258, PO Box 15016, Flagstaff, AZ, 86011-5018
judith.hammersley@nau.edu
Office Hours: MWF - 9:00-12:00; TTH - 9:00-11:00

Course Prerequisites - none

Course Description

This course will introduce information on world cultural differences in values and expectations related to recreation and leisure experiences in the United States. It will explore the cultural nature of human development, leadership, and organization, cultural awareness in programming, sports, language and aging and cultural traditions in communities. The course includes on-line readings, two quizzes, self-assessment exercises, cultural interviews and personal/community cultural exploration.

Student Learning Expectations/Outcomes for this Course

- acquire an understanding of how cultures of the world influences recreation and leisure services in our communities in the United States
- Define culture, its purpose and characteristics
- Gain an awareness of individual communities with regard to culture, recreation and leisure.
- Understand the social cultural aspects of language.
- Develop a greater understanding of themselves
- Develop an understanding of the relationship between culture, values and recreation/leisure participation in the U.S.
- Understand the importance of cultural differences in behavior and participation in recreation/leisure in the U.S.
- Understand cultural patterns of human development by examining differences and similarities in communities’ practices and traditions throughout the U.S.
- Learn about the cultural roots of various recreation/leisure activities
- Develop an awareness of the effects of aging, culture and the recreation/leisure experience.

revised 8/08
- Explore the nature of the relationship between diversity, organizational structure, and culture in recreation/leisure services.

**Course Structure/Topics of Study**
- The Cultural Nature of Human Development
- Cross Cultural Behavior
- The Context of Contemporary Leisure in America
- Diversity and the Recreation Profession
- Intercultural Dynamics in Organizations and Communities

**Textbook:** Reading packets will be provided in course web site in Bb Vista.

**Course Outline – Fall 2008**

<table>
<thead>
<tr>
<th>DUE DATES</th>
<th>ASSIGNMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 25-29</td>
<td>Review the Course Web Site, Assignments, etc. and Introduce yourself in the Discussions Box.</td>
</tr>
<tr>
<td>September 1</td>
<td>Labor Day Holiday - NAU CLOSED</td>
</tr>
<tr>
<td>2-5</td>
<td>Read Module #1-Topic 1 &amp; 2</td>
</tr>
<tr>
<td>8-12</td>
<td>Read Module #1-Topic 3; Complete Personal Exploration Learning Exercise A</td>
</tr>
<tr>
<td>15</td>
<td>Assignment #1 Due by 12:00 midnight</td>
</tr>
<tr>
<td>22-26</td>
<td>Read Module #2-Topic 1 &amp; 2</td>
</tr>
<tr>
<td>October 9/29-3</td>
<td>Read Module #2-Topic 3 &amp; 4</td>
</tr>
<tr>
<td>13-17</td>
<td>Read Module #2-Topic 5; NRPA NATIONAL CONGRESS - BALTIMORE, MD</td>
</tr>
<tr>
<td>17</td>
<td>Complete Quiz #1 by 12:00 midnight</td>
</tr>
<tr>
<td>20-24</td>
<td>Complete Personal Exploration Learning Exercise B</td>
</tr>
<tr>
<td>27</td>
<td>Assignment #2 Due by 12:00 midnight</td>
</tr>
<tr>
<td>November 3-7</td>
<td>Read Module #3-Topic 1, 2 &amp; 3; Complete Personal Exploration Learning Exercise C</td>
</tr>
<tr>
<td>10</td>
<td>Assignment #3 Due by 12:00 midnight</td>
</tr>
<tr>
<td>11</td>
<td>Veteran's Day Holiday - NAU CLOSED</td>
</tr>
<tr>
<td>10-14</td>
<td>Read Module #4-Topic 1, 2 &amp; 3</td>
</tr>
<tr>
<td>17-21</td>
<td>Read Module #4-Topic 4, 5 &amp; 6; Complete Personal Exploration Learning Exercise D</td>
</tr>
<tr>
<td>24</td>
<td>Assignment #4 Due by 12:00 midnight</td>
</tr>
<tr>
<td>24-26</td>
<td>Read Module #5-Topic 1 &amp; 2</td>
</tr>
<tr>
<td>27-28</td>
<td>Thanksgiving Holiday - NAU CLOSED</td>
</tr>
<tr>
<td>December 1-5</td>
<td>Read Module #5-Topic 3</td>
</tr>
<tr>
<td>5</td>
<td>Assignment #5 Due by 12:00 midnight</td>
</tr>
<tr>
<td>8</td>
<td>Complete Quiz #2 by 12:00 midnight</td>
</tr>
</tbody>
</table>

**Assessment Methods**

revised 8/08
<table>
<thead>
<tr>
<th>REQUIREMENT</th>
<th>GRADE PERCENTAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Family Tree</td>
<td>20%</td>
</tr>
<tr>
<td>Cultural Event/Activity Report</td>
<td>10%</td>
</tr>
<tr>
<td>Language Exercise</td>
<td>10%</td>
</tr>
<tr>
<td>Cultural Interviews</td>
<td>20%</td>
</tr>
<tr>
<td>Community Cultural Assessment</td>
<td>10%</td>
</tr>
<tr>
<td>Personal Exploration Exercise Participation</td>
<td>10%</td>
</tr>
<tr>
<td>2 Quizzes @ 10% each</td>
<td>20%</td>
</tr>
<tr>
<td><strong>Total Percentage Points</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

**Grading Basis**

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

**Course Assignments** NO ASSIGNMENTS WILL BE ACCEPTED AFTER THE DEADLINES!

Please submit all of your assignments into the PRM 399 Vista Assignment Box.

**Assignment #1 - Family Tree Assignment:** Go to Ancestry.com and use the free tool or use Microsoft Word or any other tool that you might be aware of to build your family tree to the best of your knowledge. Add me as a Guest viewer so that I may review your family tree if using Ancestry.com or submit as an attachment if using Microsoft Word. Once you have completed creating your family tree, go to the Assignment Box and submit a written summary of what you learned, i.e., names, cultural background, places of origin, surprises, etc. or anything else you think is interesting and would like to share.

**Assignment #2 - Cultural Event/Activity Web Search Report:** Search and choose any cultural event, sport, sporting event, cultural activity, special event, etc. that takes place in the United States and write a descriptive summary about it using the following guidelines:

- Name
- Country of origin
- Brief history and description
- Primary region of the U.S. where it takes place
- Cultural significance
- Current significance or relationship to Recreation and/or Leisure
- Anything else you would like to add

Submit your assignment into your Vista Assignment Box.

**Assignment #3 - Language Exercise:** Go to the following web link “Things People Said” and review the language barrier information. After completing your review, go to...
“Google Language Tools” and enter the following phrases in English in the translation box:

1. Please register for the Soccer Tournament at the front desk.
2. The after-school program will be closed for the holiday.
3. Meet at the amphitheater for the evening campfire program.

First enter the phrase in English and then translate it to two different languages of your choice and finally back to English. Example: English to Spanish, Spanish to Chinese, Chinese back to English. Answer the following questions:

- Did the translation come back with the same words and same meaning for each phrase? Explain
- What effects do you think this would have on possible recreation/leisure participants whose first language is not English?
- What could you do to minimize the language barrier?

Submit your assignment into your Vista Assignment Box.

**Assignment #4 - Cultural Interviews:** Interview **ONE** person from **TWO** different cultural backgrounds. Ask them about their recreational and leisure attitudes and behaviors related to their culture. Be sure to include:

- The influence of culture in their recreational and leisure participation
- A list of activities that they participate in that they would consider to be of cultural significance
- Activities that they would like to participate in but feel culturally excluded (Why or Why Not?)
- Their views about cultural opportunities in their communities
- Other questions that you feel would add insight to this interview concerning culture and recreation participation

Submit your assignment into your Vista Assignment Box.

**Assignment #5 – Community Recreation Cultural Assessment:** Study and observe your local community. Some suggestions would be: reading the local newspaper, community calendar, radio or TV announcements, schedules or flyers put out by the city parks and recreation department, etc. Make a list of all the activities/events that you would consider to be of a “cultural nature” and give a brief description of each. Submit your assignment into your Vista Assignment Box.

**University Policies**

- **Academic Integrity**
- **Students with Disabilities**
- **Safe Working and Learning Environment**
Readings:


University Curriculum Committee
Proposal for New Course

1. Is this course being proposed for Liberal Studies designation? Yes □ No X
   If yes, route completed form to Liberal Studies.

   Fall 2009

3. College    Social & Behavioral Sciences
4. Academic Unit /Department    Geography, Planning & Recreation

5. Course subject/catalog number    PRM 411    6. Units/Credit Hours    3

7. Long course title    Leave-No-Trace Master Educator Certification
   (max 100 characters including spaces)

8. Short course title (max. 30 characters including spaces)    LNT Master

9. Catalog course description (max. 30 words, excluding requisites).
   Meets national standards for LNT Master Educator Certification. Students learn to teach minimum impact outdoor ethics and lead Leave-No-Trace Trainer courses and Awareness Workshops. Required four night backpacking trip.

10. Grading option:
   □ Letter grade    X Pass/Fail    □ or Both
   (If both, the course may only be offered one way for each respective section.)

11. Co-convened with
   11a. Date approved by UGC
   (Must be approved by UGC prior to bringing to UCC. Both course syllabi must be presented)

12. Cross-listed with
   (Please submit a single cross-listed syllabus that will be used for all cross-listed courses.)

13. May course be repeated for additional units? yes □ no X
   a. If yes, maximum units allowed? __________
   b. If yes, may course be repeated for additional units in the same term? yes □ no □
   (ex. PES 100)

14. Prerequisites (must be completed before proposed course)    none
15. Corequisites (must be completed with proposed course) none

16. Is the course needed for a new or existing plan of study (major, minor, certificate)?
   Name of plan? yes □ no X
   Note: If required, a new plan or plan change form must be submitted with this request.

17. Is a potential equivalent course offered at a community college (lower division only)
   If yes, does it require listing in the Course Equivalency Guide?
   Please list, if known, the institution and subject/catalog number of the course
   yes □ no X
   yes □ no □

18. Names of current faculty qualified to teach this course: Aaron Divine

19. Justification for new course, including unique features if applicable. (Attach proposed syllabus in the approved university format).

   The Leave No Trace Master certification course is an important nationally recognized professional certification for the Outdoor Leadership and Outdoor Education emphasis students and land management agency staff.
   This course has been taught twice as a PRM 399 course in the past.

29. Explain by what method(s) Student Learning Outcomes will be assessed in ALL topic syllabi offered under this course number. ____

NEW JUNIOR LEVEL WRITING COURSE (refer to question 19)

30. To which degree programs offered by your department/academic unit does this proposal apply? ____

31. Do you intend to offer ABC 300 and ABC 300W? yes □ no □
   If no, please submit a course delete form for the ABC 300.

GO TO question 35

NEW SENIOR CAPSTONE COURSE (refer to question 19)

32. To which degree programs offered by your department/academic unit does this proposal apply? ____
33. Does this proposal replace or modify an existing course or experience? yes □ no □
   If yes, which course(s)? ______

34. Do you intend to offer ABC 400 and ABC 400C? yes □ no □
   if no, please submit a course delete form for the ABC 400.

35. Approvals

   [Signature] 10/8/08
   Department Chair (if appropriate) Date

   [Signature] 10-8-08
   Chair of college curriculum committee Date

   [Signature]
   Dean of college Date

   For Committees use only

   [Signature] Date
   Liberal Studies Committee
   Action taken: modified Approved as submitted
   Approved as ________
   11/18/08

   For University Curriculum Committee
   Action taken: Approved as submitted
   Approved as modified
Please attach Syllabus here.

PRM 411: Leave-No-Trace Master Educator Certification
NAU Course Syllabus
Fall, 2008

COURSE INFORMATION
Please feel free to contact any of the instructors if you have questions or comments about the course.

Instructors: Aaron Divine, M.S.
Room 268 Social Behavioral Sciences - West
523-7835 (wk) 853-3913 (cell)
Aaron.Divine@nau.edu
Office Hours: Mon/Wed 10 - 4pm, Tues/Thurs 11 - 4pm

Additional Course Information: https://vista.nau.edu/ as well as,
http://www.nols.edu/Int/ and
http://www.lnt.org/

Field Instructors: Lead - Aaron Divine
Co-Instructor - TBA

COURSE PURPOSE / DESCRIPTION
This course is offered in direct cooperation and partnership with the National Outdoor Leadership School and Leave-No-Trace Center for Outdoor Ethics (the Center) to meet all established national curriculum standards for LNT Master Educator Certification. Students will learn to teach minimum impact outdoor ethics and upon successful completion, be able to lead Leave-No-Trace Trainer courses and Awareness Workshops. The course will include a required four night backpacking trip in a wilderness setting.
COURSE GOALS / OBJECTIVES

The goals are five-fold:
1) To strive for consistent, quality training for all Leave No Trace course participants;
2) To provide an easily implemented training structure that encourages training efforts;
3) To establish a structure that allows the Leave No Trace Center for Outdoor Ethics (the Center) to track and quantify training efforts;
4) To clarify the role of the Center in regard to training institutions and individual Master Educators and Trainers;
5) To identify that there are inherent risks in outdoor activities and to discuss warnings and other information pertaining to Leave No Trace courses.

ORGANIZATIONS OFFERING MASTER EDUCATOR COURSES

The Center’s Educational Review Committee oversees Leave No Trace training efforts, curriculum development, and material production. The ERC also serves as the institution that approves organizations interested in conducting Leave No Trace Master courses. The ERC reviews and selects interested organizations (such as NAU) offering Master courses by majority vote, pursuant to the guidelines outlined below.

Organizations selected to offer and conduct Leave No Trace Master Educator courses must comply with the Leave No Trace/Organization Training Agreement - Master and Trainer Courses and follow the Guidelines included here. This includes:

a. Possessing appropriate levels of insurance;
b. Assuring that staff of that organization, including any proposed Leave No Trace instructors or co-instructors, are appropriately trained in outdoor leadership/instruction skills, and maintain appropriate levels of emergency medical certification;
c. Distributing the Leave No Trace introduction and discussion of course risks form;
d. Following the “Core Components for Master Educator or Training Course Curriculum,” and following additional Guidelines for courses outlined below, in any course;
e. Using the ERC-approved Master Educator curriculum with consideration to existing copyrights.

**CURRICULUM CONTENT**

A Leave No Trace Master Educator Certification course emphasizes skills and techniques essential to Leave No Trace minimum impact outdoor ethics and education. As stated in the Introduction above, Leave No Trace courses do not teach basic travel, camping or other outdoor skills, nor do they provide outdoor instructor certification. A Leave No Trace Master course includes a minimum of four eight-hour days and at least three nights camping in the field.

**CORE COMPONENTS FOR MASTER COURSE CURRICULUM**

1. Review of the role of Leave No Trace Master Educator.
2. Discussion and practice of the principles and ethics of Leave No Trace.
3. Discussion of the Leave No Trace trainer concept and Training Guidelines.
4. Overview of recreation ecology and types of resource and social impacts.
5. Discussion of Leave No Trace teaching skills and techniques, student learning styles and development of lesson plans.
7. At least one student led teaching exercise by each participant.
8. Focus on interactive and hands-on field experiences.
9. Review of the mission and need for the Leave No Trace program.
10. A historical overview of the Leave No Trace program.
11. Discussion of the role, function and administrative structure of the federal land management agencies' Leave No Trace programs.
12. Overview of the role, function and administrative structure of the Center for Outdoor Ethics.
MASTER COURSE COMPLETION

Upon successful completion of a Leave No Trace Master course, each participant will become a Master of Leave No Trace and receive a completion certificate from the Center/course provider. Successful completion of the course requires participation in all course activities and teaching exercises. Those who complete the Master course are equipped to:

- Understand, demonstrate and teach state of the art minimum impact outdoor techniques, with the ability to train others as Trainers;
- Lead a discussion on outdoor ethics and help others explore and define their own personal outdoor ethic;
- Develop and share an action plan for teaching the public about Leave No Trace.

All participants of a Leave No Trace Master course shall be asked to complete a course evaluation form, copies of which will be submitted to the Center. The Center reserves the right to deny a Master completion certificate if in the eyes of both instructors, the participant has not 1) attended the entire course; 2) displayed the skills necessary to train Trainers, conduct outreach programs or otherwise carry forward the Leave No Trace message in a productive way; 3) exhibited behavior consistent with the Leave No Trace philosophy.

COURSE GRADING

This course / certification is being offered through NAU only as a Pass / Fail option. Upon course completion all students who have properly enrolled for credit through the NAU Registrar’s Office, and met the qualifications of certification as an LNT Master Educator, will receive a passing grade for the course.

SAMPLE COURSE ITINERARY

This course will be heading to a remote North Rim region of the Grand Canyon and venturing into Kanab Creek Wilderness (USFS) for the field portion (days #2 through 5) of this 5-day course.
Day #1
8am SHARP! - Meet at NAU Outdoors
8 to noon - Introductions, Positive Learning Environment, Course Expectations and more...
- Break for LUNCH
1 to ~3pm - Course structuring, Teaching Techniques, and LNT Principle #1...
3 to ~5pm - Gear Issue (if needed), Gear & Food Checks, and trip logistics and route overview...

Day #2
- Early am departure for Kanab Creek Wilderness - exact time TBA
- Travel by Van to Jump-Up trailhead (4 to 5 hours)
- Lunch, a short hiking day (a few miles tops), mixed with 2 or 3, 20-minute participant LNT presentations & feedback sessions.
- Dinner, Debrief, LNT evening activity, enjoy the scenery

Day #3
- Breakfast, Break Camp, Hike
- Lunch, a bit longer hiking day, again mixed with 3 or 4, 20-minute participant LNT presentations & feedback sessions.
- Dinner, Evening LNT / Ethics Discussion

Day #4
- Breakfast, Break Camp, Hike
- Lunch, a longer hiking day, again mixed with 3 or 4, 20-minute participant LNT presentations & feedback sessions (presentations should be completed)
- Dinner, Action Plan introductions

Day #5
- Early Breakfast, Break Camp, Hike
- A shorter hiking day, Lunch @ trailhead or likely on the road...
STUDENT HEALTH INSURANCE

Please be advised that Northern Arizona University's organizational insurance does not cover you in the event of an accident or injury while on the 4-night PRM 411 LNT Master Educator Course field experience. It is highly recommended that each student have personal health insurance while participating in the course. If you do not have personal health insurance, you should at a minimum consider acquiring "trip insurance" for the field portion of the course. Trip insurance (such as Golden Rule) may be obtained from many insurance brokers at a relatively inexpensive cost.
**LNT Master Educator Course - Field Experience Sample Gear List**

- Sleeping Bag with stuff or compression sack  
  (warm to 15-20 degrees)
- Sleeping Pad (Thermarest or Foam-Type)
- 4-6 liter water capacity (Nalgene bottles, hydration systems, etc)
- 1 dish/bowl/plastic container (for eating)
- 1 drinking cup/mug (or use H2O bottle)
- Eating Utensil (Spoon recommended over fork)

Rain Gear (both Jacket & Pants)
- 1 pair of lightweight long pants for sun/wind (Lightweight Cotton is OK; NOT Denim, Hemp or Carharts)
- 1 long sleeved lightweight shirt for sun/wind (Cotton OK)
- 1-2 pairs shorts (Lighter can be better, quick dry can be very nice - Again Lightweight Cotton is acceptable but not recommended as it still takes a long time to dry.)
- 1 t-shirt for hiking (Cotton is OK, Synthetic is better)
- 1 Heavy Warm Layer (fleece or wool sweater - NO Cotton)
- Hiking Boots (See Boot Notes Below)
- 2-3 pairs of wool/synthetic socks for hiking (NO Cotton)
- Camp shoes or Tevas (This is an LNT issue!)

Personal first aid kit (bandaids, personal medications, headache medication, allergy medication, Tums, etc.)
- 1-2 packages of Mole Skin or Second Skin

Personal hygiene kit (toothbrush, toothpaste, hairbrush, lip-balm, etc.)

Personal Sanitation Kit (Sanitary shovel, toilet paper (optional), plastic bags (for your TP waste), and Personal Hand Sanitizer.) **WOMEN:** Tampons or Pads and 2-3 baggies or ziplocks for sanitary disposal.
- 1 hat with a brim (for sun protection)
- Sunglasses
Sunscreen
1 large bandanna
1 Warm Hat (Beanie)

Flashlight or Headlamp with extra batteries & bulb
Trip Log/Journal, Micro-Teach Notes/Supplies & Pen
1-2 Large Plastic (trash compactor type) Bags to keep things dry

OPTIONAL: (These items may be nice to have, but you can certainly go without them)

1 stuff sack for clothing
2-3 pairs of liner socks (if you use them)
Underwear
Outdoor chair kit
1 small sewing kit (needle, thread, safety pin, etc.)
Camera
Binoculars
Extra Reading material

You may bring the following personal outdoor gear OR NAU will provide the gear for you: *

Large external or internal backpack (minimum 5000 cubic inch capacity)
Backpacking tent (lightweight, bug proof, with a rain fly)
Lightweight, white gas stove and accompanying fuel bottles
Large stuff sack for food
All Group cooking gear (pots, spatula, pot-grips etc.)

*Note: We encourage you to bring any personal equipment that you would like to use on the outdoor experience. If your equipment is NOT approved by the instructors, you may use NAU's outdoor gear.
**BOOT NOTES...**

Boots are the single most expensive item that you may need to purchase for the backcountry portion of the class. It is essential that you get the appropriate boot with a proper fit. Keep the following items in mind with regard to your boots:

- Hiking type "approach shoes" are inappropriate for this course; YOU WILL NEED A BOOT THAT COMES ABOVE THE ANKLE.

- You will be carrying between 40-55 pounds of equipment/food/water. You will need a medium to heavy duty boot with a fairly stiff sole. Protect your ankles - wear a good boot.

- **Super Important** Your boots must fit properly, assure that the boot is roomy enough to: 1) avoid "toe-bang" while hiking downhill, and 2) allow for end of the day foot swelling from carrying heavy packs.

- You may choose to wear 2 pairs of socks with your boots, such as a wool sock and a liner or 2 wool socks. Fit your boots with the socks set-up you plan on using in the field.

- Boot toes and uppers should be solid enough to afford protection against rocks, stones, and cactus spines.
1. **Safe Environment Policy**
   NAU’s Safe Working and Learning Environment Policy seeks to prohibit discrimination and promote the safety of all individuals within the university. The goal of this policy is to prevent the occurrence of discrimination on the basis of sex, race, color, age, national origin, religion, sexual orientation, disability, or veteran status and to prevent sexual harassment, sexual assault, or retaliation by anyone at this university. Students may obtain a copy of the Safe Working and Learning Environment Policy in the Dean’s office.

2. **Students with Disabilities**
   If you have a learning and/or physical disability, you are encouraged to make arrangements for class assignments/exams so your academic performance will not suffer because of the disability or handicap. If you have questions about special provisions for students with disabilities, contact the Counseling and Testing Center (523-2261).

3. **Institutional Review Board**
   Any study involving observation of or interaction with human subjects that originates at NAU - including a course project, report, or research paper - must be reviewed and approved by the Institutional Review Board (IRB) for the protection of human subjects in research and research-related activities. A copy of the IRB Policy and Procedures Manual is available in each department’s administrative office and each college Dean’s office.

4. **Academic Integrity**
   The University takes an extremely serious view of violations of academic integrity. As members of the academic community, NAU’s administration, faculty, staff, and students are dedicated to promoting an atmosphere of honesty and are committed to maintaining the academic integrity essential to the educational process. Inherent in this commitment is the belief that academic dishonesty in all forms violates the basic principles of integrity and impedes learning. The complete policy on academic integrity is in NAU’s Student Hand
University Curriculum Committee
Proposal for new Academic Plan, Plan change, or Plan Deletion

<table>
<thead>
<tr>
<th>1. College</th>
<th>Social and Behavioral Sciences</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Academic Unit/Department</td>
<td>School of Communication</td>
</tr>
<tr>
<td>3. Academic Plan Name</td>
<td>B.S. in Journalism</td>
</tr>
<tr>
<td>4. Subplan (if applicable)?</td>
<td>Photojournalism emphasis</td>
</tr>
<tr>
<td>5. Effective Date</td>
<td>FALL 2009</td>
</tr>
</tbody>
</table>

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

Revised 09/07
7. For Plan Changes, place the existing catalog text in this column. Please copy and paste the text directly from the current on line 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.

Take the following 45 units:

COM 101, 200, and 400 (9 units)
JLS 130, 131, 231, and 232 (12 units)
JLS 331W, which meets NAU’s junior writing requirement (3 units)
PHO 281, 285, 381, 383, 481, and 484 (18 units)
PHO 488C, which meets NAU’s senior capstone requirement (3 units)

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.)

Take the following—45 48 units:

COM 101, 200, and 400 (9 units)
JLS 130, 131, 231, and 232 (12 units)
JLS 331W or JLS 340W, which meets NAU’s junior writing requirement (3 units)
PHO 181, 281, 285, 282, 284, 381, 382, 383, 481, 494—and 3 hours from PHO 408, PHO 383, EMF 121
or EMF 225 (18–21 units) and
PHO 488C, which meets NAU’s senior capstone requirement (3 units)

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.


11. Justification for proposal. Please indicate how past assessments of student learning prompted proposed changes.
As it stands, photojournalism emphasis students are not getting into a photojournalism classes until their junior—sometimes senior—year. This is too late to offer them the opportunity to compete with students from top photojournalism schools for jobs and valuable

Revised 09/07
internships. PHO 281 puts photojournalism emphasis students on track early in their academic career and gives them the experience needed to compile strong portfolios which allows them to compete for those good jobs and internships. Without this early start, our students will likely fail in the market.

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

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.

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

Certifications

Mark D. 10-1-08

Department Chair/ Unit Head (if appropriate)

Chair of college curriculum committee 10-8-08

Dean of college

For committee use only 11/18/08

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
<table>
<thead>
<tr>
<th>1. College</th>
<th>Social and Behavioral Sciences</th>
<th>2. Academic Unit/Department</th>
<th>School of Communication</th>
</tr>
</thead>
<tbody>
<tr>
<td>3. Academic Plan Name</td>
<td>B.S. in Photography</td>
<td>4. Subplan (if applicable)?</td>
<td></td>
</tr>
</tbody>
</table>

5. Effective Date  **FALL 2009**

6. Is this proposal for a:
   - ☐ New Plan
   - ☐ X Plan Change
   - ☐ New Subplan
   - ☐ Subplan Change
   - ☐ Plan Deletion
   - ☐ Subplan Deletion

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/aic/AcademicCatalog/academiccatalogs.htm)

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

<table>
<thead>
<tr>
<th>For New Plans, leave this column blank.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Take the following 48 units:</td>
</tr>
</tbody>
</table>

| COM 101 and 200 with grades of C or better (6 units) |
| JLS 130 and SC 111 (6 units) |
| VC 251 (3 units) |
| PHO 281, 285, 381, 383, 384, 481 or 483, and 484 (21 units) |
| one of ADV 311W, JLS 331W, MER 300W, PR 372W, or SC 300W, each of which meets NAU's junior writing requirement (3 units) |
| 6 units from PHO 382, 385, 408 (up to 3 units), 481, and 497; COM 250, 382, 383, 400, and 450; PHY 101; ART 101, 122, 135, and 150; ACC 205 and 255; MGT 101; CIS 120; ECO 284; FIN 250; MGT 303; MKT 303; and ENG 488C, which meets NAU's senior capstone requirement (3 units) |

All majors must earn the grade
302W

PHO 488C, which meets NAU's senior capstone requirement (3 units)
All majors must earn the grade of "C" or better in COM 101, COM 200, their freshman composition required course and their foundation mathematics course.

Be aware that you must maintain a grade point average of 2.5 or higher in all courses required for this 48-unit major to earn a degree in photography.

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.
X 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.


Revised 09/07
11. Justification for proposal. Please indicate how past assessments of student learning prompted proposed changes.
Updating the curriculum to meet the changes in photographic technology and to better prepare our students for entry into the digital photography field which is currently industry standard.

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

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.

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

Certifications

[Signatures]

Department Chair/Unit Head (if appropriate)  Date

Chair of college curriculum committee Date

Dean of college Date

For committee use only

[Signature]

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.
Bachelor of Science
PHOTOGRAPHY
School of Communication
2009-2010 Undergraduate Catalog

Degree Progression Plan

<table>
<thead>
<tr>
<th>Freshman Year</th>
<th>3rd term</th>
<th>4th term</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st term</td>
<td>2nd term</td>
<td></td>
</tr>
<tr>
<td>COM 101 Communication Analysis</td>
<td>3</td>
<td>COM 200 Basic Communication Theory</td>
</tr>
<tr>
<td>JLS 130 Writing for Communication Channels</td>
<td>3</td>
<td>PHO 281 OR Black and White Photography OR Communication Photography</td>
</tr>
<tr>
<td>ENG 105 Critical Reading and Writing</td>
<td>4</td>
<td>SC 111 Fundamentals of Public Speaking</td>
</tr>
<tr>
<td>LS Liberal Studies</td>
<td>3</td>
<td>MAT 114 Quantitative Reasoning</td>
</tr>
<tr>
<td>FYE 101 Freshman Year Experience</td>
<td>1</td>
<td>LS SCI:LAB</td>
</tr>
<tr>
<td>Total units 14</td>
<td></td>
<td>Total units 16</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Sophomore Year</th>
<th>Junior Year</th>
<th>Senior Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>3rd term</td>
<td>4th term</td>
<td>5th term</td>
</tr>
<tr>
<td>PHO 285 Intermediate Photography</td>
<td>3</td>
<td>PHO 382 Advance Digital Photography Workflow</td>
</tr>
<tr>
<td>PHO 282 Introduction to Digital Photography Workflow</td>
<td>3</td>
<td>Photo Elective See Catalog or Advisor</td>
</tr>
<tr>
<td>Photo Elective See Catalog or Advisor</td>
<td>3</td>
<td>Minor See Catalog or Advisor</td>
</tr>
<tr>
<td>LS Liberal Studies</td>
<td>3</td>
<td>LS Liberal Studies</td>
</tr>
<tr>
<td>Total units 15</td>
<td></td>
<td>Total units 15</td>
</tr>
</tbody>
</table>

- This degree progression plan is to be used in conjunction with the academic catalog and degree progress report.
- Students should see an academic advisor regularly to confirm their academic progress.
- Students must see an academic advisor before enrollment for the 7th term in preparation for graduation.
- Many courses have pre-requisites. Please check the academic catalog for pre-requisite and placement information.
- Submit graduation application during 7th term.

Liberal Studies Distribution blocks
PROGRAM INFORMATION
Be aware that courses in your major may have prerequisites that you must complete before taking those courses. Courses for your major are offered in specific sequence and you must complete the School of Communication core and required prerequisite courses in sequence and when they are offered to avoid being unable to enroll in a required course for which you have not completed the prerequisites. Failure to take courses in sequence may delay completion of your plan.

You must earn a grade of “C” or better in the School of Communication Core (COM 101 and COM 200), Freshman Composition (ENG 105) and Liberal Studies Mathematics Foundation Course. You must earn a “C” or better in all courses required for the Bachelor of Science in Photography major and maintain a GPA of 2.5 or better in these courses to complete this degree.

BE AWARE THAT THE FINAL RESPONSIBILITY OF SELECTING COURSES RESTS WITH YOU. IT IS YOUR FULL RESPONSIBILITY TO MEET THE REQUIREMENTS OF YOUR COURSE OF STUDY, IN THEIR PROPER ORDER, SO YOU DON'T FIND YOURSELF IN YOUR SENIOR YEAR INELIGIBLE FOR GRADUATION.

GENERAL INFORMATION
- This 8-term plan is to be used in conjunction with the academic catalog and degree progress report.
- Honors students complete different requirements to meet NAU's Liberal Studies program. Students should consult an Honors Program advisor for complete information on fulfilling Honors Liberal Studies requirements.
- Students should see an academic advisor regularly to confirm their academic progress.
- Students must see an academic advisor before enrollment for the 7th term in preparation for graduation.
- All students are required to complete at least 120 total units which includes:
  - 35 units of liberal studies courses: http://www4.nau.edu/aio/Articulation/LScourselist.htm
  - 6 units of diversity courses: http://www4.nau.edu/aio/Articulation/DiversityCourseList.htm
  - 30 units of upper division courses (300-400 level), 18 of these units must be taken at NAU
- English placement: http://www.nau.edu/comp/placement.html
- Math placement: http://www.math.nau.edu/master.html?id=110

CONTACT INFORMATION
Academic Services and Advising Center
School of Communication Building #16, Room 370
PHONE: 928-523-8055
EMAIL: sbs.advisor@nau.edu
<table>
<thead>
<tr>
<th>1. College</th>
<th>Social &amp; Behavioral Sciences</th>
<th>2. Academic Unit/Department</th>
<th>School of Communication</th>
</tr>
</thead>
<tbody>
<tr>
<td>3. Academic Plan Name</td>
<td>BS Photography Minor</td>
<td>4. Subplan (if applicable)?</td>
<td>Minor</td>
</tr>
<tr>
<td>5. Effective Date</td>
<td>FALL 2009</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Is this proposal for a:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐ New Plan</td>
<td>☐ Plan Change</td>
<td>☐ Plan Deletion</td>
<td></td>
</tr>
<tr>
<td>☐ New Subplan</td>
<td>X Subplan Change</td>
<td>☐ Subplan Deletion</td>
<td></td>
</tr>
</tbody>
</table>

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

For New Plans, leave this column blank.

To complete this minor, you take the following 21 units:
- PHO 281, 285, 381, 383, and 384 (15 units)
- VC 251 (3 units)
- 3 units from PHO 382, 385, and 481; COM 150, 382, 383, 400, and 450; CHM 120; PHY 101; ART 101, 122, 135, and 150; VC 251; ACC 255; BA 101 and 205; CIS 120; ECO 284; FIN 250; MGT 303; MKT 303; and ENG 302W

You must maintain a grade point average of at least 2.5 for all courses required in this minor. Be aware that you may not enroll in 300- or 400-level courses in photography or graduate with a minor in photography if you don't maintain this standard.

Be aware that some of the courses required for your minor may have prerequisites that you must also take. Check the courses in the appropriate subject.

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 minor, you take the following 21 units:
- PHO 181, or 281, 282, 284, 285, JLS 130, SC 111 (15 18 units) VC 251 (3 units)
- 3 units from COM 250, COM 382, EMF 321, EMF 322, PR 332
- PHO 382, 385, and 481; COM 150, 382, 383, 400, and 450; CHM 120; PHY 101; ART 101, 122, 135, and 150; VC 251; ACC 255; BA 101 and 205; CIS 120; ECO 284; FIN 250; MGT 303; MKT 303; and ENG 302W

You must maintain a grade point average of at least 2.5 for all courses required in this minor. Be aware that you may not enroll in 300- or 400-level courses in photography or graduate with a minor in photography if you don't maintain this standard.

Be aware that some of the courses required for your minor may have prerequisites that you must also take. Check the courses in the appropriate subject.

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 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 change in course options will better prepare students for changes in photographic technology and entry into the digital photography professional field.

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.
   no

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

Certifications

[Signatures]

Department Chair/Unit Head (if appropriate)

Date 10-1-08

Chair of college curriculum committee

Date 10-8-08

Dean of college

Date

For committee use only

[Signature]

For University Curriculum Committee

Date 11/18/08

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
MEMORANDUM

TO: Laura Camden, Assistant Professor of Photography

FROM: Alexandra Carpino, Chair, Department of Humanities, Arts, and Religion

RE: ARH 257

DATE: October 15, 2008

Both the Art History area and I, as department chair of HAR, wholeheartedly endorse your proposal to add ARH 257: *A Cultural History of Photography* to the elective options for the photography minor in the School of Communications. We welcome the opportunity to be part of your new plan because this class offers a history of photography with an emphasis on socio-cultural contexts and considers at how these contexts construct photographic meaning.
<table>
<thead>
<tr>
<th>NAME</th>
<th>SIGNATURE</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASNAU</td>
<td></td>
</tr>
<tr>
<td>BAIN, CRAIG (FCB)</td>
<td></td>
</tr>
<tr>
<td>BATTLES, PATRICK (CAL)</td>
<td></td>
</tr>
<tr>
<td>BROWN, STEPHEN (CAL)</td>
<td></td>
</tr>
<tr>
<td>GEORGAS, JOHN (CEFNS)</td>
<td></td>
</tr>
<tr>
<td>HAGOOD, JOHN (CEFNS)</td>
<td></td>
</tr>
<tr>
<td>HAMMERSLEY, CHARLES (SBS)</td>
<td></td>
</tr>
<tr>
<td>KNIGHTS, KATHLEEN (SBS)</td>
<td></td>
</tr>
<tr>
<td>KOZAK, KATHRYN (CCC)</td>
<td></td>
</tr>
<tr>
<td>LIBRARY – CATHERINE PETERSEN</td>
<td></td>
</tr>
<tr>
<td>MCNEIL, RICHARD (FCB)</td>
<td></td>
</tr>
<tr>
<td>MEDINA, CATHERINE (COE)</td>
<td></td>
</tr>
<tr>
<td>MITCHELL, JENNIE (FCB)</td>
<td></td>
</tr>
<tr>
<td>POLLAK, PEGGY (CEFNS)</td>
<td></td>
</tr>
<tr>
<td>RIEMER, FRANCES (SBS)</td>
<td></td>
</tr>
<tr>
<td>SCARNATI, BLASE (FAC. SENATE)</td>
<td></td>
</tr>
<tr>
<td>SENESE, GUY (COE)</td>
<td></td>
</tr>
<tr>
<td>STAMER, RICK (CAL)</td>
<td></td>
</tr>
<tr>
<td>SUMMERFELT, FRED (CHHS)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>EX OFFICIO</td>
<td>SIGNATURE</td>
</tr>
<tr>
<td>---------------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>ANASTASSIOU, PAM</td>
<td></td>
</tr>
<tr>
<td>BRADFORD, ERIC</td>
<td></td>
</tr>
<tr>
<td>DEEGAN, PATRICK</td>
<td>Deegan</td>
</tr>
<tr>
<td>HARRIS, NICOLE</td>
<td></td>
</tr>
<tr>
<td>MAHONEY, EILEEN</td>
<td></td>
</tr>
<tr>
<td>MARTIN, DARRELLE</td>
<td>Darrell Martin</td>
</tr>
<tr>
<td>PITT, RON</td>
<td>Ron</td>
</tr>
<tr>
<td>ROGERS, THERESA</td>
<td>Theresa Rogers</td>
</tr>
<tr>
<td>WILLIAMS, LISA</td>
<td>Lisa Williams</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>GUESTS</th>
<th>SIGNATURE</th>
</tr>
</thead>
<tbody>
<tr>
<td>MARTIN SOMMERNESS</td>
<td></td>
</tr>
<tr>
<td>LARA CAMDEN</td>
<td></td>
</tr>
<tr>
<td>GENE BALZER</td>
<td></td>
</tr>
<tr>
<td>DAVID SCHLOMBER</td>
<td></td>
</tr>
</tbody>
</table>