

**UCC/UGC/ECCC**

Proposal for Plan Change or Plan Deletion

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| --- |
| **[ ]  FAST TRACK (Select if this will be a fast track item**. Refer to  [***Fast Track Policy***](http://www4.nau.edu/avpaa/UCCPolicy/Agenda_FastTrack_Consent.docx) for eligibility) |

***If this proposal represents changes to the intent of the plan or its integral components, review by the college dean, graduate dean (for graduate items) and/or the provost may be required prior to college curricular submission.***

***All Plans with NCATE designation, or plans seeking NCATE designation, must include an NCATE Accreditation Memo of Approval from the NAU NCATE administrator prior to college curricular submission.***

***UCC proposals must include an updated 8-term plan.***

***UGC proposals must include an updated program of study.***

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| --- | --- | --- | --- |
| 1. College: | **University College** | 2. Academic Unit: | **University College** |
|  |  |  |  |
| 3. Academic      Plan Name: | **Bachelor of University Studies** **(UGSTDBUS)** | 4. Emphasis: |  |

|  |  |  |
| --- | --- | --- |
| 5. Plan proposal: | [x]  Plan Change | **[ ]** Plan Deletion |
|  | **[ ]** New      Emphasis | **[ ]** Emphasis       Change | **[ ]** Emphasis             Deletion |

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| 6. Current student learning outcomes of the plan. If structured as plan/emphasis, include for **both c**ore and emphasis. Bachelor of University StudiesProgram Learning Outcomes* Demonstrate the intellectual and practical skills of written/oral communication,
* Demonstrate analytic reasoning/critical thinking, and quantitative reasoning
* Apply knowledge of human cultures, diversity, and global issues to intra/interpersonal situations
* Apply knowledge of the physical/natural world and scientific literacy in appropriate contexts and to situations involving the interaction of any environment
* Demonstrate problem solving and application of skills in a real world setting
* Synthesize the skills and objectives from the breadth of liberal studies, diversity, and two disciplines to apply to novel situations specific to career goals
 | Show the proposed changes in this column (if applicable). **Bold** the changes, to differentiate from what is not changing, and change font to **~~Bold Red with strikethrough~~**for what is being deleted. *(*[*Resources, Examples & Tools for Developing Effective Program Student Learning Outcomes*](http://www4.nau.edu/avpaa/Assessment/ProgramLearningOutcomesPDF_090712.pdf)*).** Demonstrate the intellectual and practical skills of written/oral communication
* Demonstrate analytic reasoning/critical thinking, and quantitative reasoning
* Apply knowledge of human cultures, diversity, and global issues to intra/interpersonal situations
* Apply knowledge of the physical/natural world and scientific literacy in appropriate contexts and to situations involving the interaction of any environment
* Demonstrate problem solving and application of skills in a real world setting
* Synthesize the skills and objectives from the breadth of liberal studies, diversity, and **the** two disciplines represented by the two ~~disciplines~~ **minors required by the degree** to apply to novel situations specific to ~~career~~ **the student’s educational** goals
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| 7. Current catalog plan overview and requirements in this column. Cut and paste the *Overview* and *Details* tabs, in their entirety, from the current on-line academic catalog: (<http://catalog.nau.edu/Catalog/>)In addition to University Requirements:* At least 36 units of major requirements, comprised of 2 minors.
* Elective courses, if needed, to reach an overall total of at least 120 units

Please note that you may be able to use some courses to meet more than one requirement. Contact your advisor for details.

| Minimum Units for Completion | 120 |
| --- | --- |
| Additional Admission Requirements | Required |
| Emphasis, Minor, Certificate | Required |
| University Honors Program | Optional |

Additional Admission Requirements* Admission requirements over and above admission to NAU are required.
	+ To be admitted into a BUS plan, you must have at least 60 units of college level coursework successfully completed or in progress. Advising, along with application to the program is housed in the Gateway Student Success Center, and is subject to approval of the BUS Faculty Steering Committee. The application can be found at: [BUS application](http://nau.edu/uploadedFiles/Administrative/Folder_Templates/BUS_DegreeApplication_2012.pdf)

Major Requirements* Take at least 36 units from:
	+ The successful completion of two minors, one of which can be the BUS Individualized Minor if approved by the Steering Committee.
	+ A junior level writing course from a discipline or [ENG 302W](http://catalog.nau.edu/Courses/course?courseId=002653&catalogYear=1314" \t "_blank)
		- **[ENG 302W:](http://catalog.nau.edu/Courses/course?courseId=002653&catalogYear=1314" \t "_blank)** [Technical Writing](http://catalog.nau.edu/Courses/course?courseId=002653&catalogYear=1314" \t "_blank)
		- **[Description:](http://catalog.nau.edu/Courses/course?courseId=002653&catalogYear=1314" \t "_blank)** [Instruction and experience in writing proposals, technical descriptions and instructions, analyses, interpretative and recommendation reports, abstrac...](http://catalog.nau.edu/Courses/course?courseId=002653&catalogYear=1314" \t "_blank)
		- **[Units:](http://catalog.nau.edu/Courses/course?courseId=002653&catalogYear=1314" \t "_blank)** [3](http://catalog.nau.edu/Courses/course?courseId=002653&catalogYear=1314" \t "_blank)
		- **[Prerequisite:](http://catalog.nau.edu/Courses/course?courseId=002653&catalogYear=1314" \t "_blank)** [ENG 105 or HON 190 or English Placement Test Results (Accuplacer WR 8; PLACE 50+) or International Exchange Student Gro...](http://catalog.nau.edu/Courses/course?courseId=002653&catalogYear=1314" \t "_blank)

or [ENG 305W](http://catalog.nau.edu/Courses/course?courseId=002655&catalogYear=1314" \t "_blank)* + - **[ENG 305W:](http://catalog.nau.edu/Courses/course?courseId=002655&catalogYear=1314" \t "_blank)** [Writing In Disciplinary Communities](http://catalog.nau.edu/Courses/course?courseId=002655&catalogYear=1314" \t "_blank)
		- **[Description:](http://catalog.nau.edu/Courses/course?courseId=002655&catalogYear=1314" \t "_blank)** [Assists with writing expectations and performances required in specific majors; all assignments, strategies, and theories attend to the specific genre...](http://catalog.nau.edu/Courses/course?courseId=002655&catalogYear=1314" \t "_blank)
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(3 units)* + A capstone course from a discipline or [BUS 450C](http://catalog.nau.edu/Courses/course?courseId=010770&catalogYear=1314" \t "_blank)
		- **[BUS 450C:](http://catalog.nau.edu/Courses/course?courseId=010770&catalogYear=1314" \t "_blank)** [Capstone On Integrative Learning](http://catalog.nau.edu/Courses/course?courseId=010770&catalogYear=1314" \t "_blank)
		- **[Description:](http://catalog.nau.edu/Courses/course?courseId=010770&catalogYear=1314" \t "_blank)** [This capstone course is the culminating course for the Bachelor of University Studies designed to link to your cumulative academic experience by offer...](http://catalog.nau.edu/Courses/course?courseId=010770&catalogYear=1314" \t "_blank)
		- **[Units:](http://catalog.nau.edu/Courses/course?courseId=010770&catalogYear=1314" \t "_blank)** [3](http://catalog.nau.edu/Courses/course?courseId=010770&catalogYear=1314" \t "_blank)
		- **[Prerequisite:](http://catalog.nau.edu/Courses/course?courseId=010770&catalogYear=1314" \t "_blank)** [Admission to Undergraduate Studies BUS](http://catalog.nau.edu/Courses/course?courseId=010770&catalogYear=1314" \t "_blank)

(3 units)* The option of an BUS individualized minor is available only for students admitted into the BUS plan.

General Electives* Additional coursework is required, if, after you have met the previously described requirements, you have not yet completed a total of 120 units of credit.

You may take these remaining courses from any academic areas, using these courses to pursue your specific interests and goals. We encourage you to consult with your advisor to select the courses that will be most advantageous to you. (Please note that you may also use prerequisites or transfer credits as electives if they weren't used to meet major, minor, or liberal studies requirements.)Additional Information* Be aware that some courses may have prerequisites that you must also take. For prerequisite information click on the course or see your advisr.
 | Show the proposed changes in this column.  **Bold** the changes, to differentiate from what is not changing, and change font to **~~Bold Red with strikethrough~~** for what is being deleted.In addition to University Requirements:* At least 36 units of major requirements, comprised of 2 minors.
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| Minimum Units for Completion | 120 |
| --- | --- |
| Additional Admission Requirements | Required |
| Emphasis, Minor, Certificate | Required |
| University Honors Program | Optional |

Additional Admission Requirements* Admission requirements over and above admission to NAU are required.
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		- **[Description:](http://catalog.nau.edu/Courses/course?courseId=002653&catalogYear=1314" \t "_blank)** [Instruction and experience in writing proposals, technical descriptions and instructions, analyses, interpretative and recommendation reports, abstrac...](http://catalog.nau.edu/Courses/course?courseId=002653&catalogYear=1314" \t "_blank)
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or [ENG 305W](http://catalog.nau.edu/Courses/course?courseId=002655&catalogYear=1314" \t "_blank)* + - **[ENG 305W:](http://catalog.nau.edu/Courses/course?courseId=002655&catalogYear=1314" \t "_blank)** [Writing In Disciplinary Communities](http://catalog.nau.edu/Courses/course?courseId=002655&catalogYear=1314" \t "_blank)
		- **[Description:](http://catalog.nau.edu/Courses/course?courseId=002655&catalogYear=1314" \t "_blank)** [Assists with writing expectations and performances required in specific majors; all assignments, strategies, and theories attend to the specific genre...](http://catalog.nau.edu/Courses/course?courseId=002655&catalogYear=1314" \t "_blank)
		- **[Units:](http://catalog.nau.edu/Courses/course?courseId=002655&catalogYear=1314" \t "_blank)** [3](http://catalog.nau.edu/Courses/course?courseId=002655&catalogYear=1314" \t "_blank)
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(3 units)* + ~~A capstone course from a discipline or [BUS 450C](http://catalog.nau.edu/Courses/course?courseId=010770&catalogYear=1314" \t "_blank)~~
		- **~~[BUS 450C:](http://catalog.nau.edu/Courses/course?courseId=010770&catalogYear=1314" \t "_blank)~~** ~~[Capstone On Integrative Learning](http://catalog.nau.edu/Courses/course?courseId=010770&catalogYear=1314" \t "_blank)~~
		- **~~[Description:](http://catalog.nau.edu/Courses/course?courseId=010770&catalogYear=1314" \t "_blank)~~** ~~[This capstone course is the culminating course for the Bachelor of University Studies designed to link to your cumulative academic experience by offer...](http://catalog.nau.edu/Courses/course?courseId=010770&catalogYear=1314" \t "_blank)~~
		- **~~[Units:](http://catalog.nau.edu/Courses/course?courseId=010770&catalogYear=1314" \t "_blank)~~** ~~[3](http://catalog.nau.edu/Courses/course?courseId=010770&catalogYear=1314" \t "_blank)~~
		- **~~[Prerequisite:](http://catalog.nau.edu/Courses/course?courseId=010770&catalogYear=1314" \t "_blank)~~** ~~[Admission to Undergraduate Studies BUS](http://catalog.nau.edu/Courses/course?courseId=010770&catalogYear=1314" \t "_blank)~~
	+ **University Studies Capstone (3 units total) including;BUS 449c – Capstone Proposal (1 unit)BUS 450c- Capstone Project (2 units)**
* The option of an BUS individualized minor is available only for students admitted into the BUS plan.

General Electives* Additional coursework is required, if, after you have met the previously described requirements, you have not yet completed a total of 120 units of credit.

You may take these remaining courses from any academic areas, using these courses to pursue your specific interests and goals. We encourage you to consult with your advisor to select the courses that will be most advantageous to you. (Please note that you may also use prerequisites or transfer credits as electives if they weren't used to meet major, minor, or liberal studies requirements.)Additional InformationBe aware that some courses may have prerequisites that you must also take. For prerequisite information click on the course or see your advisor. |

8. Justfication for proposal:

**Please consider this proposal to modify the Bachelor of University Studies (BUS) degree plan. We propose modifying the BUS degree to require 3 credits of BUS capstone (rather than accepting any university capstone course). This also requires reducing the existing BUS 450C course from three to two credits, and approving a new one credit BUS 449C capstone proposal course.**

**The BUS degree currently replaces a discipline specific major with two minors. The original BUS degree required students to complete any capstone course, and when they had no other options for a discipline specific capstone, students could take BUS 450C. This led to students enrolling in discipline specific capstone courses without sufficient discipline coursework for success, thus inappropriately requiring additional effort from capstone instructors to ensure student success. Secondly, as a liberal studies degree, graduates could meet degree requirements without having demonstrated mastery of program outcomes. For those students taking BUS 450c, although the course was designed to meet BUS program outcomes, it resulted in students identifying discipline specific mentors and also did not have sufficient structure for planning and implementing a capstone experience all within a single three credit course.**

**We are proposing that the BUS capstone be required of every BUS student in order to ensure achievement of BUS program outcomes through a student designed capstone experience. This program change includes a new 1 credit BUS 449C – Capstone Proposal course through which students design their capstone project or internship around BUS program outcomes. BUS 449C requires students to design a capstone proposal/experience that synthesizes core concepts within the BUS disciplines (two minors).**

**BUS 450C is then reduced from 3 to 2 credits and requires students to conduct the capstone project/internship that was designed and approved in BUS 449C. Through BUS 449c and BUS 450C, all BUS students will demonstrate core program competencies by being evaluated on achievement of all six BUS outcomes.**

**BUS 449C will be offered in the first 5 weeks of the term which then provides greater opportunity for remediation prior to enrolling in the final 2 capstone hours (BUS 450C). Students who successfully develop a capstone proposal and pass BUS 449C can immediately enroll in the last 10 week BUS 450C. Students who plan internships or other projects that require additional time to develop may wait to take BUS 450C in the following term.**

**This proposal will result in a more consistent program for all BUS majors. Furthermore, discipline faculty will not be required to mentor capstone projects (although some students may propose to work with a willing faculty mentor, in which case that faculty member would provide consent to serve as mentor). This proposal also results in an improved progression of coursework designed around BUS program outcomes that allows for student remediation through a 1 credit course rather than an all or none 3 credit hour capstone.**

9. NCATE designation, if applicable**:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| [ ]  Initial Plan |  | [ ]  Advanced Plan |  | [ ]  Remove Designation |
| 10. Effective beginning **FALL**: | **FALL 2014** |  |
|  [**See effecive dates calendar**](http://www4.nau.edu/avpaa/timelines/1314Effective.xls). |  |

11. Will this proposal impact other plans, sub plans, or course offerings, etc.? Yes [ ]      No [x]

   If yes, describe the impact. If applicable, include evidence of notification to and/or response from

 each impacted academic unit

**Answer 12-13 for UCC/ECCC only:**

12. A major is differentiated from another major by required course commonality: 24 units of the        required credit hours of a major must be unique, (i.e. not common or not dual use as a required        element in another major), to that major. Does this plan have 24 units of unique required        credit? Yes [x]       No [ ]

13. Minor: A planned group of courses from one or more subject matter areas consisting of at least        18 hours and no more than 24 hours. At least 12 hours of the minor must be unique to that minor        to differentiate it from other minors.

       Does this minor have 12 units of unique required credit? Yes [ ]       No [ ]

**Answer 14-15 for UGC only:**

14. If this is a non-thesis plan, does it require a minimum of 24 units of formal graded coursework?                                                                                                                                       Yes [ ]       No [ ]

       If no, explain why this proposal should be approved.

15. If this is a thesis plan, does it require a minimum of 18 units of formal graded coursework?                                                                                                                                       Yes [ ]       No [ ]

       If no, explain why this proposal should be approved.

|  |  |
| --- | --- |
| **FLAGSTAFF MOUNTAIN CAMPUS** |  |
| **Scott Galland** | **01/23/2014** |
| Reviewed by Curriculum Process Associate | Date |
|  |  |
| **Approvals**: |  |
|  |  |
| Department Chair/Unit Head (if appropriate) | Date |
|  | 1/22/14 |
| Chair of college curriculum committee | Date |
|  |  |
| Dean of college | Date |
|  |  |
| **For Committee use only:** |  |
|  |  |
| UCC/UGC Approval | Date |

Approved as submitted: Yes [ ]  No [ ]

Approved as modified: Yes [ ]  No [ ]

|  |  |
| --- | --- |
| **EXTENDED CAMPUSES** |  |
|  |  |
| Reviewed by Curriculum Process Associate | Date |
|  |  |
| **Approvals:**  |  |
|  |
| Academic Unit Head | Date |
|  |
| Division Curriculum Committee (Yuma, Yavapai, or Personalized Learning) | Date |
|  |
| Division Administrator in Extended Campuses (Yuma, Yavapai, or Personalized Learning) | Date |
|  |
| Faculty Chair of Extended Campuses Curriculum Committee (Yuma, Yavapai, or Personalized Learning) | Date |
|  |
| Chief Academic Officer; Extended Campuses (or Designee) | Date |
|  |  |

Approved as submitted: Yes [ ]  No [ ]

Approved as modified: Yes [ ]  No [ ]