

University of North Texas at Dallas

Academic Council Minutes

April 23, 2019

Voting Members in attendance:

Dr. Karen Shumway, *Dean, School of Business*
Dr. John Gasko, *Dean, School of Education*
Dr. Constance Lacy, *Dean, School of Human Services*
Dr. Mario Casa de Calvo, *Interim Dean, School of Liberal Arts & Sciences*
Dr. Ali Shaqlaih, *Interim Dean, Graduate School*
Felecia Epps, *Dean, College of Law*
Dr. Iftekhar Amin, *Faculty Alliance Vice-Chair*
Christopher Marshall, *SGA-Vice President*
Rian Wilhite, *Director, Academic Advising*
Brenda Robertson, *University Librarian*

Non-Voting Members in attendance:

Dr. Betty H. Stewart, *Provost and EVP for Academic Affairs*
John Capocci, *University Registrar*
Dr. Elizabeth Giddens, *Director of University Accreditation and Policy*
Shaniece Miller, *Staff Council Representative*
Garrick Hildebrand, *Director of Financial Aid*
Desmond Morris, *Director of Distance Learning*

Other Attendees:

Jerrod Tynes, *Lecturer in Urban Agriculture*
Katrina Cornish, *Academic Scheduling Coordinator*
Dr. Pamela Thompson, *Assistant Professor Business Accounting*
Dr. Cathy Scott, *Associate Professor of Business Accounting*
Dr. Janiece Upshaw, *Assistant Professor of Public Leadership*
Dr. Mark Stanley, *Lecturer of History*
Dr. Adrian Tan, *Lecturer of Sociology*
Dr. Richard Chandler, *Assistant Professor in Mathematics*

Approval of Minutes:

April 2019 Minutes Approved with ten of ten voting. (Closed)

All proposed changes are marked as such:
New items are emboldened and underlined
Deleted items are marked with a strikethrough line
Justifications or clarifications are italicized.

Old Business:

There being no Old Business to discuss, the Council Moved on to New Business. (Closed)

New Business:

A. Catalog and Policy Changes (*Dr. Dawn Remmers, Assistant Provost*)

Disruptive Behavior policy – *see appendix*

Administrative Drop catalog language – *see appendix; for discussion*

Motion Passed with ten of ten voting. (Closed)

B. Policy Change (*Dr. Elizabeth Giddens, Director of University Accreditation & Policy*)

Policy 6.020 Academic/ Graduate Program Review – *see appendix*

Motion Passed with ten of ten voting. (Closed)

C. Policy Change (*Dr. Betty Stewart, Provost and EVP of Academic Affairs*)

Policy 6.002 Full-time Academic Appointments and Titles– *see appendix*

Motion Passed with ten of ten voting. (Closed)

D. New Course Addition (*School of Education*)

EDBE 4370 (Teaching Literacy in Spanish)

New Course Addition, (effective Fall 2019)

Department: Teacher Education

Additional Information: This course completes the 18 credit hour sequence for the EC-6 Bilingual certification. It will also be used to fulfill requirements for the EC-12 LOTE-Spanish certification.

Motion Passed with ten of ten voting. (Closed)

E. New Course Additions (*School of Liberal Arts and Sciences*)

AGRI 4390 (Mentored Undergraduate Research in Agriculture)

New Course Addition, (effective Fall 2019)

Department: Urban Agriculture

Additional Information: This new course will be added as an option to the Urban Agriculture concentration within the BAAS degree. This new course allows students the opportunity to pursue their interests as it related to the agriculture field.

COMM 4352 (Sports and Entertainment Broadcasting and Production)

New Course Addition, (effective Fall 2019)

Department: Communication and Technology

Additional Information: This course is part of the current degree program and part of the THECB-approved major concentration of Sports and Education Communication. When the program was created, this course was accidentally omitted in the course submission process. The current course submission is too correct the error, so that students in the Sports and Entertainment communication concentration will be able to complete the concentration requirements and no longer need an exception to be made to allow them to graduate in a timely fashion.

MATH 2710 (Calculus I)

New Course Addition, (effective Fall 2019)

Department: Mathematics and Information Sciences

Additional Information: This course number will be adjusted from 1710 to 2710. TCCN recognizes this course as a 2000 level course (TCCN-MATH 2413), and UNT Dallas will do the same.

MATH 2720 (Calculus II)

New Course Addition, (effective Fall 2019)

Department: Mathematics and Information Sciences

Additional Information: This course number will be adjusted from 1720 to 2720. No freshman ever took this course in UNT Dallas since its inception, and this justifies the renumbering to 2000 level course (TCCN-MATH 2414). The credit hours for this course will be increased from 3CR to 4CR to ensure quality education and more streamlined graduation. This change is not expected to affect the enrollment adversely, because all the nearby colleges (Dallas County, Collin County and Tarrant County) are doing the same. Current structure was inherited from UNT Denton's 2010 curriculum, which had this course as a 3CR lecture + 2HR recitation, where the recitation did not count toward the credit hours. UNT Dallas did not get the recitation, and consequently its students had to do work for 4CR worth of course material without the extra help session. This had been a roadblock for UNT Dallas math students' success and timely graduation. The proposed change aims to correct this problem.

MATH 2730 (Multivariable Calculus)

New Course Addition, (effective Fall 2019)

Department: Mathematics and Information Sciences

Additional Information: The credit hours for this course will be increased from 3CR to 4CR to ensure quality education and more streamlined graduation. This change is not expected to affect the enrollment adversely, because nearby colleges

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(Dallas County, Collin County and Tarrant County) are doing the same. Current structure was inherited from UNT Denton's 2010 curriculum, which had this course as a 3CR lecture + 2HR recitation, where the recitation did not count toward the credit hours. UNT Dallas did not get the recitation, and consequently its students had to do work for 4CR worth of course material without the extra help session. This had been a roadblock for UNT Dallas math students' success and timely graduation. The proposed change aims to correct this problem.

Motion Passed with ten of ten voting. (Closed)

F. New Program Request (*School of Business*)

Business Core (Marketing Minor)

New Program Addition, (effective Fall 2019)

Department: Business

Additional information: Currently UNTD does not have a marketing minor or major in the School of Business. A business school without marketing major or minor is somewhat incomplete and many students who want to pursue marketing cannot complete it here at UNTD. University advising indicates students often ask for a marketing degree and additional marketing classes. Potential UNTD students desiring any type of marketing degree have to look elsewhere. The minor will be an appropriate complement to the General Business, Logistics, and Hospitality Management degrees. A marketing minor can be implemented as this time without undue burden on faculty resources. Graduates who enter the field of marketing can pursue careers in marketing management, brand management, advertising, professional sales, and other exciting positions.

Motion Passed with ten of ten voting. (Closed)

G. Program Core Changes (*School of Liberal Arts and Sciences*)

Sociology Core (BA in Sociology)

Required course change, effective Fall 2019

Department: Sociology

*Proposed Changes: Changes electives from Sociology Core.
Add 5 new concentrations Family and Gender Studies (new concentration),
Sociology of Health (new concentration), General Sociology (new concentration),
Race and Ethnic Relations (new concentration), Sports Studies (new
concentration) to Sociology Core.*

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Math Core (BA Mathematics w/ Secondary Certification)

Required course change, effective Fall 2019

Department: Mathematics

Proposed Changes: Change MATH 1710 Calculus I (4CR) to MATH 2710 Calculus I (4CR). Change MATH 1720 Calculus II (3CR) to MATH 2720 Calculus II (4CR). Change the credit hour of MATH 2730 Multivariable Calculus from 3CR to 4CR. Replace the requirement of MATH 2000 Discrete Mathematics to MATH 3320 Introduction to Mathematical Proofs. MATH 2000 will stay in our inventory for transfer credit. Replace the requirement of MATH 2700 Linear Algebra and Vector Geometry to MATH 3330 Linear Algebra and Vector Space Theory. MATH 2700 will stay in our inventory for transfer-credit. Removal of the requirement of specific science courses and foreign languages. In place of these courses, we are requiring additional math elective be taken.

Math Core (BA Mathematics)

Required course change, effective Fall 2019

Department: Mathematics

Proposed Changes: Change MATH 1710 Calculus I (4CR) to MATH 2710 Calculus I (4CR). Change MATH 1720 Calculus II (3CR) to MATH 2720 Calculus II (4CR). Change the credit hour of MATH 2730 Multivariable Calculus from 3CR to 4CR. Replace the requirement of MATH 2000 Discrete Mathematics to MATH 3320 Introduction to Mathematical Proofs. MATH 2000 will stay in our inventory for transfer credit. Replace the requirement of MATH 2700 Linear Algebra and Vector Geometry to MATH 3330 Linear Algebra and Vector Space Theory. MATH 2700 will stay in our inventory for transfer-credit. Removal of the requirement of specific science courses and foreign languages. In place of these courses, we are requiring additional math elective be taken. Removal of Minor requirement from the degree. This is to add flexibility to the degree plan and allow easier transfer in for our students.

Motion Passed with ten of ten voting, 2 abstentions. (Closed)

H. New Graduate Course Additions (*Graduate School/School of Business*), effective Fall 2019

MGMT 5380 – Ethics

Department: Business-MBA

Additional Information: This course will replace ACCT 5200 in the Strategic Management MBA Concentration. It is more aligned with industry standards for a strategic management ethics and corporate governance course to be MGMT prefixed, rather than ACCT prefixed. This also reduces conflation with UNT Denton's TSBPA certified face-to-face course.

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ACCT 5350 – Adv. Accounting Analysis Department: Accounting
Additional Information: This graduate level course has been designed to include advanced accounting concepts in the MBA Program.

ACCT 5355 – Financial Statement Analysis Department: Accounting
Additional Information: This course expands knowledge and skills of non-Accounting MBA students.

ACCT 5345 – IT Auditing Department: Accounting
Additional Information: This course is to introduce and develop the skills required by today's auditing professionals. Students who take this course may want to pursue the Certified Information Systems Auditor (CISA) Certification opportunity.

ACCT 5371 – Strategic Cost Management Department: Accounting
Additional Information: The institute of Management Accountants has added the Certified in Strategic & Competitive Analysis (CSCA) to their certification offerings. This course will better prepare students to this new certification opportunity.

ACCT 5301– Adv. Federal Income Taxation Department: Accounting
Additional Information: This course has been designed to focus on the concepts of taxation of entities.

Motion Passed with ten of ten voting. (Closed)

J. New Graduate Course Additions (*Graduate School/School of Human Services*), effective Fall 2019

COUN 5303 – Advanced Internship in Career Counseling Department: Counseling
Additional Information: One of five for required courses for the certificate in College and Career readiness.

COUN 5302 – Foundations of College and Career Readiness Department: Counseling
Additional Information: One of five for required courses for the certificate in College and Career readiness.

COUN 5304 – Advanced Career and Vocational Assessment Department: Counselling
Additional Information: One of five for required courses for the certificate in College and Career readiness.

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Motion Passed with ten of ten voting. (Closed)

K. Graduate Course Change (*Graduate School/School of Business*)

ACCT 5110– Fundamentals of Accounting Research change, effective Fall 2019

Department: Accounting

Additional Information: Modified to include accounting theory and to provide a more general description.

Motion Passed with Ten of Ten voting. (Closed)

L. Graduate Program Change (*Graduate School/School of Business*)

MBA-Accounting Concentration, effective Fall 2019

Department: Business-MBA

Additional Information: MBA-Accounting concentration students will be required to complete four accounting courses; see appendix.

Motion Passed with ten of ten voting. (Closed)

M. Graduate Program Change (*Graduate School/School of LAS*), effective Fall 2019

MS Criminal Justice

Department: Criminal Justice- Graduate Program

Additional Information: We are in the process of re-numbering our MSCJ courses based on UNTD's new course numbering policy and re-naming our MSCJ courses to better reflect the content of our courses as well as to distinguish or program from UNT's MSCJ program; see appendix.

MS Public Leadership Department: Public Leadership

Additional Information: Will discontinue the LAW Enforcement Leadership concentration (Students enrolled prior to Fall 19 will be allowed to complete their concentrations)

Motion Passed with ten of ten voting. (Closed)

Adjournment

Respectfully Submitted.

Essence Cleveland

Executive Assistant to the Provost

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UNT Dallas Policy Proposal

DISRUPTIVE BEHAVIOR IN INSTRUCTIONAL SETTING

Origination

Adapted from Northern Arizona University

Current Related UNTD Content

- Nothing specified other than what faculty put in their syllabi or University Policy 7.001 Code of Student Rights, Responsibilities, and Conduct

Recommendations for Changes to Current Practices

1. With appropriate approvals allow the administration the ability to drop a student from a course in which they are disruptive or threatening.

Proposed Policy Content

Chapter 7

Policy Statement

Members of the University of North Texas at Dallas's academic community are expected to maintain instructional settings that are conducive to learning, whether instruction is taking place, in a classroom, a laboratory or clinical setting, during course-related work, or online. Students have the obligation to engage in the educational process in a manner that does not interfere with the peace, normal class activities, or violate the rights of others. Instructors have the responsibility to address disruptive behavior that interferes with student learning. Students who exhibit disruptive behavior in an instructional setting are subject to involuntary drop from a class with a grade of "WA".

Commented [RD1]: Create a new grade called WA – Withdrawal Administrative

Application of Policy

This policy applies to all students.

Definitions

1. **Disruptive Behavior:** disorderly conduct taking place in an instructional setting that materially and substantially diminishes, impedes, or obstructs an instructor's ability to teach or a student's right to learn. Disruptive behavior includes conduct that distracts, disturbs, intimidates, or threatens others in a manner that unduly interferes with the educational process. Disruptive behavior is misconduct subject to disciplinary sanction set forth in University Policy 7.001 Code of Student Rights, Responsibilities, and Conduct.
2. **Instructional Setting:** any location of space where the organized educational process for a specific course is occurring, including physical classrooms, online classrooms, laboratories, clinical settings, or in the field. For the purposes of this policy, instructional settings do not include other spaces or forms of one-on-one communication where organized teaching for the course is not occurring, including instructor offices, faculty office hours, or correspondence such as electronic email, letters, voicemail, etc.

Procedures and Responsibilities

1. Instructor Rights and Responsibilities

Instructors have the right and the obligation to confront and resolve disruptive behavior as a means of maintaining an instructional environment conducive to teaching and learning. Instructors are responsible for establishing, communicating, and enforcing reasonable expectations for appropriate behavior within their Instructional Settings.

a. Communication of Expectations

These requirements are often communicated to students at the outset of courses and reinforced with class discussion or other appropriate means.

Course rules that instructors sometimes establish can include, but are not limited to:

- The timing and manner for student questions and expression of points of view;
- Proper or required dress and safety practices such as the use of protective clothing or gear; • Talking during lectures, speaking out of turn, sleeping, eating, other activities unrelated to coursework;
- Use of portable devices such as laptops, tablets, cellular telephones, or video games that are not otherwise authorized as part of an accommodation for a student with a disability; and
- Arriving late or leaving early without the instructor's authorization.

b. Reporting Disruptive Behavior

When disruptive behavior occurs, instructors may direct a student to cease the offending behavior, to leave the instructional setting, may adjourn the class or activity, or when necessary and appropriate, may summon the University police. Instructors must complete a separate **Disruptive Behavior Incident Report** to document each incident of disruptive behavior. This form will route to the Dean of Students as well as Academic Affairs officials. The instructor will notify the student in writing of each incident report submitted.

Commented [RD2]: DOS Chapple is creating a form that will route into their system and send to the Assistant Provost for routing to PC and Dean of School/College.

c. Mediation

An instructor may request mediation with the student facilitated by a Student Advocate assigned by the Dean of Students. If the student agrees to participate, the Student Advocate will facilitate a resolution to the disruptive behavior with the goal of implementing a written agreement in which the student accepts and agrees to comply with appropriate behavioral standards or to withdraw voluntarily from the course. Participation is voluntary, and the instructor or the student may cease their participation in the mediation process at any time. If, in the opinion of the instructor, a student violates a behavioral agreement following its implementation, the instructor may move to withdraw involuntarily the student from the course.

d. Involuntary Withdrawal from a Class

An instructor may involuntarily drop a student from a course with a grade of “WA” when the student’s disruptive behavior materially and substantially impedes the educational process and the student refuses reasonable requests as documented by the instructor to cease the offending behavior. When deciding to drop a student involuntarily, mitigating or aggravating factors may be considered. Involuntary withdrawals must be approved in advance by the Dean of the School/College. Deans must complete a **Disruptive Behavior Incident Report** to document the incident of disruptive behavior and involuntary drop. The Dean of the School/College will notify the student of the drop from the class within two business days of the decision.

Commented [RD3]: DOS Chapple is creating a form that will route into their system and send to the Assistant Provost for routing to PC and Dean of School/College.

Involuntarily dropping a student from a course is a significant act. When seeking to apply this policy, instructors and deans should first seek procedural guidance from the Assistant Provost of Student Success in Academic Affairs.

Responsible Party: Instructor(s) of record for a given course

2. Student Rights and Responsibilities

Students enjoy the right to participate in all course discussions and freedom of inquiry and expression. At the same time, all students are responsible for behaving in a manner that allows for the regular and normal functioning of the teaching and learning process in all instructional settings. Students may not disrupt the delivery of education by instructors or the receipt of education by fellow students, nor may a student interfere with an instructor’s responsibility to maintain order and to complete course requirements.

a. Right to Contribute and Freedoms of Inquiry and Expression

UNT Dallas students enjoy the right to participate collegially in legitimate educational discussion and debate. This is a core aspect of the educational process. Further, the University strongly supports the principles of freedom of inquiry and expression as vital to the academic enterprise. Nothing in this policy is intended to or may be used to restrict, stifle, or curtail a student’s right or ability to appropriately contribute to and benefit from robust educational discussions that are consistent with planned coursework, as determined by the instructor. Disruptive behavior does not include the expression of disagreement with a course instructor or other students during times when the instructor permits class discussion. This policy is not intended to curtail the First Amendment rights of University community members, and the University will enforce this policy in a manner consistent with constitutional protections related to freedom of speech.

b. Prohibited Behavior

Disruptive behavior is prohibited in all instructional settings such as classrooms, laboratories or clinical environments, during course-related fieldwork, or online. Examples of conduct in

an Instructional Setting that can rise to the level of materially obstructing or impeding classwork, causing substantial disorder, or invading the rights of others and that can, therefore, constitute disruptive behavior include but are not limited to:

- i. Repeatedly arriving to class late or leaving early without authorization;
- ii. Making loud or distracting noises either carelessly or with the intent to disrupt;
- iii. Sleeping, eating, or engaging in distracting activities not related to or that interfere with coursework;
- iv. Persistently speaking without being recognized or interrupting or talking over others;
- v. Malicious or harassing speech or actions directed at the instructor or other class participants, such as personal insults, name-calling, swearing, or other abusive or ridiculing comments;
- vi. Using devices without permission in a manner that disrupts the educational environment;
- vii. Making threats or otherwise seeking to verbally or physically intimidate or panic the instructor, fellow students, clinical or field placement supervisors, or guest participants of the course;
- viii. Creating a physical safety risk to oneself or others either by overt acts or acts of omission;
- ix. Violating an applicable program rule or policy, particularly after receiving a warning to comply; or
- x. Refusing to comply with an instructor's rules or request for appropriate behavior.

c. Students with Disabilities

The rights and responsibilities for students with disabilities within the instructional setting are the same as for all students. Students with disabilities who may need a reasonable accommodation to comply with all course-specific rules or this policy are encouraged to contact Disability Services (<https://www.untDallas.edu/disability>).

d. Student Appeal of Involuntary Withdrawal from a Course

A student may appeal an involuntary withdrawal by filing an appeal to the Student Academic Appeals Committee within two (2) business days of receiving an involuntary withdrawal decision notice from the Dean of the School/College. The Committee must review and offer a decision within two class periods of the student's removal from the course. The Committee's decision is final. The Provost can review the appeal for due process if requested.

Tuition and fee refunds are not provided in cases of involuntary withdrawal.

University officials conducting involuntary withdraw administrative actions will operate in a time-sensitive manner that enables a student who prevails on appeal to rejoin and complete the course. In a case in which the involuntary drop may be reversed by the Committee

decision, the student will be allowed to make up any work missed due to the involuntary withdrawal procedure. Retaliating against a student who exercises their right to appeal an involuntary withdrawal decision is prohibited.

Responsible Party: Students enrolled in a given course

3. Relationship to the Student Conduct Process

Interactions with students related to disruptive behavior must be reported to the Dean of Students with the **Disruptive Behavior Incident Report** for the student conduct record. Cumulative reports of disruptive behavior could result in appropriate administrative action taken in pursuant to the University Policy 7.001 Code Student Rights, Responsibilities, and Conduct. When a threat of physical harm to a member of the University community exists, an involuntary drop is not a substitute for appropriate administrative action taken pursuant to the Code of Conduct, such as interim suspension. Threats should be immediately reported to the UNT Dallas Police Department and Dean of Students.

Commented [RD4]: DOS Chapple is creating a form that will route into their system and send to the Assistant Provost for routing to PC and Dean of School/College.

Reference and Cross-references

- University Policy 7.001 Code of Student Rights, Responsibilities, and Conduct

Attachments

Form coming from DOS

Approved: date
Effective: date or milestone
Revised: date

Proposal for New Catalog Language

Administrative Drop from Courses

At the beginning of each session, faculty report students who do not participate in any classes or coursework prior to the official census date for the term. Students, who are enrolled for courses but fail to attend (or participate in online classes) all enrolled courses before census, will be administratively dropped from courses for the current term and any future terms in an effort to alleviate the negative effects of non-attendance (e.g., financial obligations, six drop rule, and failing grades). Students who do not attend for one, full academic year are withdrawn from the University and required to reapply for admission.

It is important to note that if students participate in at least one course for the session, the students will not be administratively dropped from their courses.

Rationale:

- 1) In preparation for multi-semester registration, we think it is imperative to help clean up student records for students who may have enrolled ahead but are no-shows for a session/term. This language will allow the institution act on students who are not engaging pre-Census that will mitigate the negative effects on grades, billing and financial aid.
- 2) Students who are administratively dropped from courses will be backdated to the day before the term begins.
- 3) Students would be dropped from course in the current term as well as future terms so that seats are not held by students who may be inactive.
- 4) This information will be gathered in the Official Audit Roll process for each session. The Assistant Provost will take a more active role in messaging to faculty the importance of completing the class roll audit in a timely manner so that we can act in the student's best interest if needed.

Other Factors to Assist Multi-Semester Registration and Support this Catalog Language:

- 5) While it is not necessary to share in the catalog, steps will also be taken to identify students who earn a grade of F and students who receive an F because they stop participating. To deal with students who stop participating post-Census, we will implement a simple reporting feature for any students who are assigned a grade of F. When entering a grade of F, enter "last date of participation." The last date of participation is needed for the regulation of financial aid and must be reported per DOE regulations. If the student completed the course and earned a grade of F, enter the last day of class as the date for the "last date of participation." If the student stops participating in the course (e.g., not attending, turning in work, logging into LMS), the last date of participation would be the last time the student engaged with the course.
- 6) Faculty should be discouraged from including policies in their syllabi to drop a student from a class for lack of attendance or failing grades. Dropping a student from a class has significant

financial aid, billing, refund, insurance and scholarship implications for the student that the faculty member may not understand. Also, faculty who have these policies are not always consistent in the application. Some students who see these policies then assume that they will be dropped from the course, and then may not be. The fact that some faculty offer this policy and others do not also makes it difficult to set up a norm for what students need to do in order to drop a class. Finally, students who do not engage in the active drop process are not advised if it is in their best interest given some of the factors explained above.

Instead, consider reframing the issue from attendance to in class participation as a part of their grading process. This reframing can also encourage attendance and classroom engagement drawing attention to building content knowledge and skills during participation.

The University of North Texas at Dallas Policy Manual	Chapter 6.000
6.020 Graduate Program Review Policy REVISED	Faculty Affairs

Policy Statement. The University of North Texas at Dallas (UNT) offers high-quality graduate-level academic programs that are achieved through collaborative self-study and reflection by the faculty in each of the disciplines and appropriate stewardship by university administrators. To maintain the quality of these programs, the University requires, in compliance with THECB and TAC Rule 5.52, periodic review of its curriculum, operations, and resources.

Application of Policy. This policy applies university-wide to graduate level programs.

Procedures and Responsibilities.

Governing Principles.

1. All graduate programs in each department or division shall undergo periodic graduate program review (GPR).
2. Reviews shall be conducted in accordance with the guidelines set out in Texas Administrative Code 5.52.
3. Each graduate program shall normally be reviewed at least once every ten (10) years. Any program may be subject to a more frequent review as determined by the Provost. If a department or program has a specialized/programmatic accreditation process that requires review less often than ten years, an additional review is not required under this policy. The Director of University Accreditation and Policy maintains the GPR calendar review cycle and, to the most achievable extent possible, the GPR and specialized/programmatic accreditation schedule should align. No more than 15% of UNTD graduate level programs should be scheduled during the same year. The Director of University Accreditation and Policy is responsible for submitting the schedule to THECB.
4. Departments or divisions subject to periodic specialized accreditation reviews may use those reviews to satisfy this requirement.
5. The Director of University Accreditation and Policy shall maintain a general schedule of graduate program reviews and will notify the Graduate Dean, School

Dean, Program Coordinator, and other appropriate individuals no less than eleven (11) to fifteen (15) months in advance of an upcoming review.

6. The Director of University Accreditation and Policy shall maintain a set of guidelines and templates specifying the process by which external reviews take place.

Guidelines.

I. Graduate Program Review Process and Timeline.

1. The applicable department shall assemble its (1) self-study materials (see “Self-Study Template” below), submit it to the reviewer, get a (2) written response from reviewer, and then (3) submit a letter back to the reviewer indicating how the program intends to use the review to continuously improve. These three documents will be due to the Director of University Accreditation and Policy so they may be submitted to THECB no later than 180 days after the review and findings.
2. Per TAC Rule 5.52, Masters Programs may have an electronic review. In the case of a Masters level program opting for an on-site review or if a Doctoral-level program is to be reviewed, the Program Coordinator shall oversee the arrangements for the review visit. The below serves as guidelines for on-site visits.
3. Review visits shall typically extend over two days and include the following meetings:
 - i. an initial meeting on the first day attended by the Provost, Graduate School Dean, Dean of the School, and Program Coordinator with the reviewer/review team (doctoral programs must have at least two (2) reviewers;
 - ii. meetings with departmental faculty;
 - iii. meetings with students of the Department;
 - iv. other meetings as requested by the review team;
 - v. unscheduled time for the review team to formulate initial recommendations; and

- vi. an exit interview with the Provost, Graduate School Dean, School Dean, and Program Coordinator

II. Self-Study Document.

A department or program undergoing a graduate program review shall prepare a set of materials to aid the external reviewer in their task of reviewing the strengths, weaknesses, challenges, and opportunities of the program.

1. The preparation of materials for a program review should be an inclusive process, involving all continuing faculty members to the extent possible.
2. The materials should include, but need not be limited to, the following:
 - i. the program's webpage;
 - ii. the unit's strategic plan;
 - iii. documentation of expected program and student course learning outcomes described in the assessment plans and course syllabi;
 - iv. documentation of assessment of student learning outcomes for each program and how these results have been used to improve the quality of the academic program;
 - v. a summary of research productivity;
 - vi. faculty qualifications including curriculum vitae for all continuing faculty detailing publications and grants;
 - vii. program enrollment information and other metrics including but not limited to graduation rates, graduate employment/licensure rates, retention rates, and time to degree compared to peers over the review period, student/faculty ratio, faculty teaching loads; student demographics; student publications, and
 - viii. a brief summary statement of the perceived strengths, weaknesses, challenges, and opportunities of the unit. Narrative should also include alignment with program and institutional goals, list of peer programs, program curriculum, program facilities/equipment, finances and resources, and its administration.
3. Specialized accreditation processes may require other materials in addition to those listed here.

1. Selection of reviewers.

- i. The program coordinator shall propose a list of several potential

external reviewers to the School Dean and Director of University Accreditation and Policy at least six months in advance of a scheduled review. The external reviewer(s) must be subject matter experts employed by an institution of higher education outside the state of Texas, must be from a nationally recognized discipline, must not have any conflicts of interest with UNTD, and must be employed in a closely- related program sharing the same 4-digit Classification of Instructional Program (CIP) code.

- ii. The School Dean shall select one of the individuals from the list of potential external reviewers provided by the department to serve as the reviewer.
- iii. The School Dean will cover the honorarium and costs associated with the external reviewer.

III. Reviewer Report and Response

The reviewer's report, as well as the response of the Program will be documented in writing.

1. Following the submission of the written report, the program shall prepare a written response to the reviewer's recommendations and submit that response to the Director of University Accreditation and Policy.
2. The Provost shall meet with the Program Coordinator, School Dean, and Dean of the Graduate School to discuss the outcome of the review.

References and Cross-references.

- THECB Graduate Program Review Webpage:
<http://www.thecb.state.tx.us/index.cfm?objectid=14E25370-182A-11E8-A6640050560100A9>
- Texas Administrative Code 5.52:
[https://texreg.sos.state.tx.us/public/readtac\\$ext.TacPage?sl=R&app=9&p_dir=&p_rloc=&p_tloc=&p_ploc=&pg=1&p_tac=&ti=19&pt=1&ch=5&rl=52](https://texreg.sos.state.tx.us/public/readtac$ext.TacPage?sl=R&app=9&p_dir=&p_rloc=&p_tloc=&p_ploc=&pg=1&p_tac=&ti=19&pt=1&ch=5&rl=52)

Tools

- Self-Study Template

Approved: 11/15/2010

Effective: 11/15/2010

Revised: 3/7/2013; TBD

The University of North Texas at Dallas Policy Manual	Chapter 6.000
6.002 Full-time Academic Appointments and Titles	Faculty Affairs

Policy Statement. The primary purpose of the University of North Texas at Dallas (UNT) is the education of its students. Faculty members must be recruited, retained, promoted, and tenured to address the academic goals and mission of the institution. A variety of faculty positions are needed to address the instructional and programmatic requirements of a vibrant and growing institution. The faculty as a whole must meet the University’s needs in the areas of teaching and student success, research, scholarly and creative activity, and service and public engagement. In furtherance of its commitment to recruiting and retaining a highly qualified and diverse faculty in support of academic excellence, UNT uses a standardized process for making faculty appointments and for assigning titles across all units, schools, and colleges. All full-time faculty appointments shall be made and titles assigned in accordance with this policy.

Application of Policy. This policy applies to all full-time faculty members at UNT, except for the College of Law (COL). See Part-Time Faculty policy 6.003 for rules related to part-time faculty.

Types-Faculty Appointments.

The types of faculty appointments are as follows:

1. Tenured Appointment is an appointment of a University faculty member that may not be terminated except for adequate cause, for reasons of financial exigency or discontinuance of an academic program.
2. Probationary Appointment is an appointment as assistant professor, associate professor, or professor during the period of service that precedes determination of tenure status.
3. Term Appointments are all full-time appointments for a fixed term where the individual is part of the instructional staff with the rights and responsibilities of faculty members during the appointment. These appointments may include lecturers, senior lecturers, visiting faculty, scholar in residence, clinical assistant professors, and others as may address the needs of the institution. Individuals appointed for fixed terms are not eligible for tenure and do not accrue credit toward tenure.
4. Joint Appointment is a faculty appointment which may be shared between or among academic units or between campuses within the UNT System.

Types of Faculty Positions.

The types of faculty positions are as follows:

1. Visiting Faculty are appointments for a fixed term to carry out instructional or research responsibilities within an academic unit. Professional credentials are required for appointment as a visiting faculty member. Visiting faculty members may be associated with another University or agency, and may be engaged as a research associate or post-doctoral faculty member. Individuals appointed in this position are not eligible for tenure.
2. Scholar in Residence is an appointment to a fixed-term on the basis of noteworthy experience and credentials. Individuals appointed to this position are not eligible for tenure.
3. Researcher is an appointment for a fixed term to specifically work on one or more sponsored projects. A researcher may be affiliated with one or more academic units under specific terms and conditions set out in an agreement between the individual and the University. Individuals appointed in this position are not eligible for tenure.
4. Lecturer is an appointment for a fixed term primarily to meet the instructional needs of the University. Based on annual evaluations and the needs of the institution, the appointment may be renewed upon recommendation by the appropriate Dean or program coordinator and with concurrence by the Provost. Individuals appointed to this position are not eligible for tenure.
5. Senior Lecturer is an appointment for a fixed term primarily to meet the instructional needs of the University. Individuals appointed to this position must have served as a Lecturer at the University for at least five years and exhibited exemplary performance, be terminally qualified in the discipline, and recommended by the appropriate Dean and approved by the Provost. Based on annual evaluations and the needs of the institution, the appointment may be renewed by the appropriate Dean or program coordinator and with concurrence by the Provost. Individuals appointed in this position are not eligible for tenure.
6. Professor of Practice is an appointment for a fixed term reserved for individuals who have a particular expertise in a given area based on experience and education rather than academic credentials. This appointment may be renewed at the sole discretion of the University based on an annual evaluation. Individuals appointed in this position are not eligible for tenure.
7. Assistant Professor is a tenure-track faculty member holding a terminal degree in a relevant discipline appointed to carry out the duties of teaching and student success, research, scholarly and creative activity, and service and public engagement.
8. Associate Professor is a tenured or tenure-track faculty member who, in addition to performing the duties expected of an assistant professor, is expected to show substantial professional achievements, evidenced by an appropriate combination of teaching and student success, research, scholarly and creative activity, and service and public engagement.

9. Professor is tenured or tenure-track faculty member who, in addition to performing the duties expected of an associate professor, is recognized for outstanding professional accomplishments.
10. Clinical Assistant Professor is a non-tenure track faculty position that engages in teaching, providing a practice or service activity in such a way that it serves as a framework for teaching and/or supervising students in academic, clinical, or field settings. Clinical Assistant Professor appointees will contribute creatively to administrative, academic, or research activities in the respective school/college, participate in institutional governance, and contribute to University and public service.

Types of Administrative Faculty Positions.

The types of administrative faculty positions are as follows:

1. Dean. A dean is the head academic and administrative official responsible for the educational, budgetary, scholarship, personnel, and student affairs of a college or school. Deans are appointed by and serve at the pleasure of the provost with approval of the president.
2. Associate Dean. An associate dean assists the dean in the leadership of a college or school, often in specific areas of responsibility such as academic affairs or research. Associate deans generally are tenured faculty. Associate deans are appointed by and serve at the pleasure of the dean, with approval of the provost.
3. Assistant Dean. An assistant dean assists the dean and associate dean in the leadership of a college or school, often in specific areas of responsibility such as academic affairs or research. Assistant deans are appointed by and serve at the pleasure of the dean and associate dean, with approval of the provost.
4. Program Coordinator. A program coordinator is the head academic and administrative official responsible for the educational, budgetary, scholarship, personnel, and student affairs of an academic program: major, minor, or certificate. Program coordinators serve at the pleasure of the dean(s), with approval of the provost.
5. Executive-in-Residence. An executive-in-residence is a non-tenure track appointment for a fixed-term based on noteworthy experience and credentials.

Procedures and Responsibilities.

Normally, faculty appointments are made by the Provost with affirmative recommendations at the program and school/college level. Under extraordinary circumstances, appointments may be made by the Provost with concurrence of the President in light of institutional needs and priorities. Faculty appointments shall be offered only in accordance with the policies and regulations of the University and with appropriate administrative approval.

Recruiting.

Faculty members are recruited to support the mission of the University by following approved recruiting practices. The Provost, Dean, and Program Coordinator are responsible for developing qualifications for vacant positions and conducting the search for the best qualified candidate to advance the institutional mission and goals. Assistance will be provided by the Department of Human Resources in all faculty searches.

Hiring Requirements.

Faculty members are subject to a criminal history background check. Successful passing of the background check is a requirement for employment at the University. In addition, faculty members must be able to document that they are eligible to work in the United States.

Joint Appointments.

If a faculty appointment is divided among several programs or divisions at the University or within the UNT System, each unit must normally make an affirmative recommendation regarding the appointment; however, one program must be designated as the primary or home academic program. The percentage of a joint appointment may be changed only by mutual agreement among the Program Coordinators, Deans, and Provost as applicable. The appointment must be at the same rank in each program. Individuals holding joint appointments normally will have a portion of their salary paid on a pro-rata basis by each of the units. Individuals holding joint appointments will be fully participating faculty members in each of the academic units with teaching, scholarship, and service expectations negotiated among the faculty member and the respective units. The details of the joint appointment, such as voting rights in the academic units, evaluation procedures, assignments of duties, promotion and tenure, etc., should be detailed in a written document before the effective date of the appointment.

Term Appointments.

Term appointments shall terminate at the expiration of the stated period of appointment without notification. All continuing term faculty members will be evaluated annually and may be renewed based upon the needs of the institution and annual evaluations, with the recommendation of the Program Coordinator or Dean and with the concurrence of the Provost. Term faculty members may receive merit increases in pay in accordance with University policy.

References and Cross-References.

TEX. EDUC. CODE §51.943

UNT System Board of Regents Rule 06.300

UNTD Policy 6.003 Faculty Appointments - Part Time

Approved: 8/30/2010

Effective: 8/30/2010

Revised: 3/18/2013, 1/29/2014, 6/1/17, TBD

MBA-Accounting Concentration – Program Change

- I. **Students in the Accounting Concentration will continue to be required to take the following as part of the MBA business core:**

ACCT 5110- Fundamentals of Accounting Research rather than
ACCT 5130- Accounting for Managers.

- II. **For the accounting concentration, it is proposed that students will complete four courses from the following (see note 1 below)**

- A. The following courses are required (new course proposals & course change forms accompany this proposal):

ACCT 5350 Advanced Accounting Analysis (new course, see note 2 below)

ACCT 5301 Advanced Feral Income Taxation (new course, see note 3 below)

- B. Students may complete their accounting concentration by selecting two courses from the accounting electives offered. The current list of graduate accounting electives to be offered are as follows:

ACCT 3545- IT Auditing (new course)

ACCT 5371- Strategic Cost Management (new course)

ACCT 5355- Financial Statement Analysis (new course)

ACCT 5380- Forensic Accounting & Fraud Examination (existing course/ not currently offered)

Note 1: Please see the attached document for more detail and rationale.

Note 2: Students who have taken ACCT 4140- Advanced Accounting Principles or an equivalent course may not be take this course for credit at the graduate level. They may take approved graduate accounting elective instead.

Note 3: Students who have taken ACCT 4350- Advanced Income Taxation or and equivalent course may not take this course for credit at the graduate level. They make take an approved graduate accounting elective instead.

MSCJ Course Number Changes

New # Current Catalog # & Name

New Name

CORE

5300	5500 – Advanced Criminological Theory	Criminological Theory
5301	5000 – Criminal Justice Policy	
5302	5470 – Seminar in Criminal Justice Administration	Criminal Justice Administration
5303	5700 – Evaluation and Research Methodologies	Research Methods

ELECTIVES

5305	5350 – Seminar in Contemporary Policing	Contemporary Policing
5306	5200 – Legal Aspects of the Criminal Justice System	
5307	5460 – Correctional Practices and Programs	
5308	5250 – Administrative Law and Justice	
5309	5620 – Seminar in Victimology	Victimology
5310	5450 – Punishment, Discipline, and Social Policy	Punishment and Social Policy
5311	5050 – Criminals and Substance Abuse	Addiction and Criminal Behavior
5312	5100 – Information Warfare, Security, and Risk Analysis	
5313	5120 – Cybercrime and Digital Forensics	
5314	5130 – Information Policy, Law, and Justice	
5315	5270 – Criminal Evidence	
5316	5470 – Seminar on Juvenile Delinquency	Juvenile Delinquency
5397	5900 – Special Problems	
5398	5800 – Topics in Criminal Justice	
5399	5850 – Directed Studies	

THESIS OPTION

5304	5750 – Criminal Justice Statistics	Data Analysis
5601	5950 – Master's Thesis	

NEW ELECTIVE COURSES CURRENTLY AT GRADUATE COUNCIL ON THE WAY TO ACADEMIC COUNCIL

5317	5380 – Law and Behavioral Science	
5318	5390 – Green Criminology and Environmental Policy	
5319	5300 – Seminar in Class, Race, Gender and Crime	Class, Race, Gender and Crime
	5320 – Terrorism and the War on Terror	
5321	5310 – Sex Offenses and Offenders	

Academic Council April 23, 2019

ADDENDUM

O. New Graduate Program (Graduate School/School of Human Services), effective Fall 2019

Graduate Counseling Certificate in College & Career Readiness

Department: Counseling

Additional Information: This certificate complements the existing master's in counseling and contributes to UNTD overall mission by aligning with the market needs for school counselors.

P. Graduate Course Changes (Graduate School), effective Fall 2019

Pre/Co-Requisites Changes of Graduate Courses

- School of Business

Subject	Catalog	Course Title	Rq Group	Pre-/Co-Requisite Description	Action	Specify any changes (if applicable)
ACCT	5110	ACCOUNTING RESEARCH	002123	Admission to Accounting MBA concentration.	Change	ACCT 3120 and ACCT 3380. Admission to the Accounting MBA Concentration or consent of the department.
ACCT	5120	I.S. IN ACCOUNTING	002158	ACCT 4400 and graduate standing.	Change	ACCT 4100. Admission to the Accounting MBA Concentration or consent of the department.
ACCT	5130	ACCT FOR MGMT	001578	Students who are non degree or degree seeking undecided may not register for	Change	ACCT 2010 and ACCT 2020 (or equivalent). For students not seeking an MBA with an accounting concentration.
ACCT	5150	DEV ACCTNG THEORY	002432	Accounting MBA concentration	Change	Admission to the Accounting MBA Concentration or consents of the department.
ACCT	5200	ETHICS AND GOVERNANCE	002213	Must be in the MBA degree program.	Change	Admission to the MBA program
ACCT	5300	INCOME TAXATION	002432	Accounting MBA concentration	Change	ACCT 4300. Admission to the Accounting MBA concentration or consent of the department.
ACCT	5301	Advanced Federal Income Taxation			Change	ACCT 4300. Admission to the Accounting MBA concentration or consent of the department.
ACCT	5310	TAX RES&ADM PROC	002159	ACCT 5300 (4300), ACCT 4400, and acceptance into MBA graduate program.	Change	ACCT 5300. Admission to the Accounting MBA Concentration.
ACCT	5320	TAX OF ENTITIES	002160	ACCT 5310 (may be taken concurrently).	Change	ACCT 5301. Admission to the Accounting MBA concentration or consent of the department.
ACCT	5345	IT Auditing			Change	ACCT 4100 and ACCT 4400. Admission to the Accounting MBA concentration or consent of the department.
ACCT	5350	Advanced Accounting Analysis			Change	ACCT 3120. Admission to the MBA concentration or consent of the department.
ACCT	5355	Financial Statement Analysis			Change	ACCT 2020 or ACT 5130. Admission to the MBA Program.
ACCT	5370	FAMILY TAX PLAN	002161	ACCT 5310 and 5320.	Change	ACCT 5301. Admission to the Accounting MBA concentration or consent of the department.
ACCT	5371	Strategic Cost Management			Change	ACCT 3270 or ACCT 5130. Admission to the MBA program.
ACCT	5380	FORENSIC ACCOUNTING	002213	Must be in the MBA degree program.	Change	Admission to the Accounting MBA Concentration or consent of department
ACCT	5450	INTERNAL AUDITING	002162	ACCT 4100 and 4400.	Change	ACCT 4100 and ACCT 4400. Admission to the Accounting MBA concentration or consent of the department.
ACCT	5470	AUDIT ADV THEORY	002432	Accounting MBA concentration	Change	ACCT 4400. Admission to the Accounting MBA Concentration
BUSI	5190	ADMIN STRATEGY	001565	BLAW 5050 and DSCI 5010 (or BLAW 2300 and DSCI 3710 taken during	Change	BLAW 2300 and DSCI 2710 (or equivalent). Pre- or co-requisite(s): ACCT 5130 or 5110, ECON 5140, FINA 5170, and
DSCI	5690	TOPICS IN DSCI	002124	DSCI 5180 or consent of department.	Change	DSCI 5180. Admission to the MBA program
ECON	5140	MANAGERIAL ECON	001834	Must have taken ECON 5000 (or ECON 1100 and 1110 during undergraduate	Change	ECON 1100 and ECON 1110 (or equivalent). Admission to the MBA program.
FINA	5170	FINANCIAL MGMT	001988	Must have taken FINA 5040 (or FINA 3770 during undergraduate degree).	Change	FINA 3770 (or equivalent). Admission to the MBA program.
HMG	5301	LODGING	002213	Must be in the MBA degree program.	Change	Admission to the MBA program
MGMT	5870	LDRSHP RSHRCH DEV	002213	Must be in the MBA degree program.	Change	Admission to the MBA program
MKTG	5150	MKTG MANAGEMENT	001597	Admission to the MBA program.	Keep	

- School of Education

Subject	Catalog	Course Title	Rq Group	Pre-/Co-Requisite Description	Action	Specify any changes (if applicable)
EDAD	5300	INTRO EDUC LEAD	001713	Must be in the Educational Leadership program	remove	remove
EDAD	5360	LEADERSHIP FOR SOCIAL JUSTICE	001713	Must be in the Educational Leadership program	remove	remove
EDAD	5500	INTERNSHIP	001713	Must be in the Educational Leadership program	Keep	
EDAD	5620	LEADERSHIP FOR SES	001713	Must be in the Educational Leadership program	remove	remove
EDAD	5680	ADMIN K-12 CURR/INST	001713	Must be in the Educational Leadership program	remove	remove
EDAD	5700	PRACTICUM ED LEAD	001713	Must be in the Educational Leadership program	Keep	add Prerequisite EDAD5500
EDBE	5570	ASSES LNG CNT BIL/ESL	002279	Prerequisite(s): EDBE 5560	Keep	
EDBE	5580	BILINGUAL CONTENT INST	002279	Prerequisite(s): EDBE 5560	Keep	
EDBE	5582	ESL CONTENT INSTRUCT	002279	Prerequisite(s): EDBE 5560	Keep	
EDBE	5590	ESL PEDAGOGY EC-12	002279	Prerequisite(s): EDBE 5560	Keep	
EDBE	5660	ELA SPAN SPEAKERS	001691	Admission to M.Ed. program or consent of instructor.	Keep	
EDCI	5011	INTRO CLASSROOM RESEARCH	001691	Admission to M.Ed. program or consent of instructor.	Keep	
EDCI	5012	CLASSROOM RESEARCH PROJECT	1691	Admission to M.Ed. program or consent of instructor.	Change	Student must complete EDCI 5011.
EDCI	5013	TECHNOLOGY IN STEM	001691	Admission to M.Ed. program or consent of instructor.	Keep	
EDCI	5014	INST/BEHAV MGMT IN CLASSROOMS	001691	Admission to M.Ed. program or consent of instructor.	Keep	
EDCI	5015	MULTICULTURAL/MULTILINGUAL EDU	001691	Admission to M.Ed. program or consent of instructor.	Keep	
EDCI	5016	STEM LITERACY ACROSS DISC	001691	Admission to M.Ed. program or consent of instructor.	Keep	
EDCI	5017	HUMAN DEVELOPMENT FOR EDUCS	001691	Admission to M.Ed. program or consent of instructor.	Keep	
EDCI	5018	ESL FOR EC-12 CLASSROOMS	001616	M.Ed. Curriculum & Instruction	Keep	
EDCI	5140	MODELS OF INSTRUC & CM	001691	Admission to M.Ed. program or consent of instructor.	Keep	
EDCI	5150	C & I METHODS MATH & SCI K-8	001691	Admission to M.Ed. program or consent of instructor.	Keep	
EDCI	5190	CLINICAL TEACHING	001616	M.Ed. Curriculum & Instruction	Keep	
EDCI	5310	ADV PED/CONTENT FOR LIFE SCIEN	001616	M.Ed. Curriculum & Instruction	Keep	
EDCI	5330	ADV PED CONTENT OF PHYSICAL SC	001691	Admission to M.Ed. program or consent of instructor.	Keep	
EDCI	5340	EARTH & SPACE	001691	Admission to M.Ed. program or consent of instructor.	Keep	
EDCI	5350	ADVANCED TEACHING SCI K-8	001691	Admission to M.Ed. program or consent of instructor.	Keep	
EDCI	5370	ADV PED CONTENT OF EARTH SCIEN	001691	Admission to M.Ed. program or consent of instructor.	Keep	
EDCI	5510	ADVANCED TEACHING ALGEBRA	001691	Admission to M.Ed. program or consent of instructor.	Keep	
EDCI	5520	ADV PED NUMBERS & OP	001691	Admission to M.Ed. program or consent of instructor.	Keep	
EDCI	5530	TEACHING PROBABILITY & STATIST	001691	Admission to M.Ed. program or consent of instructor.	Keep	
EDCI	5540	TEACHING GEOMETRY & MEASUREMENT	001616	M.Ed. Curriculum & Instruction	Keep	
EDCI	5550	FINANCIAL LITERACY EC-8	001691	Admission to M.Ed. program or consent of instructor.	Keep	
EDEC	5312	TEACHING PK-K LANG/LITERACY	001691	Admission to M.Ed. program or consent of instructor.	Keep	
EDEC	5322	TEACHING PK-K MATH/SCIENCE	001691	Admission to M.Ed. program or consent of instructor.	Keep	
EDRE	5180	ADV ASSMT EVAL RDG	002272	Prerequisite(s): EDRE 5370	Keep	
EDRE	5190	RDG SPEC POPULATN	002276	Prerequisite(s): EDRE 5180	Keep	
EDRE	5200	DEV & SUP RDG PGM	002274	Prerequisite(s): EDRE 5370	Keep	
EDRE	5370	ADV RDG TH/PR	002275	Prerequisite(s): EDRE 4820	Keep	
EDSP	5020	BEHAVIOR MANAGEMENT AND PBIS	001691	Admission to M.Ed. program or consent of instructor.	Keep	
EDSP	5030	INDIVID EVALS FOR ED DECISION	001691	Admission to M.Ed. program or consent of instructor.	Keep	
EDSP	5040	METHODS OF TEACH STUDENTS W/DI	001691	Admission to M.Ed. program or consent of instructor.	Keep	
EDSP	5050	LEGAL ASPECTS OF SPED	001691	Admission to M.Ed. program or consent of instructor.	Keep	
EDSP	5220	LEARN COG DISOR	002271	Prerequisite(s): EDSP 5020	Keep	

- School of Human Services

Subject	Catalog	Course Title	Rq Group	Pre-/Co-Requisite Description	Action	Specify any changes (if applicable)
AGER	4550	SOCI OF AGING	001684	Must have completed SOCI 1510 or equivalent.		
CDFS	3213	INFANT/TODDLER INTERV	001823	Must have completed CDFS 3113.		
CDFS	4011	PREPRACTICUM	002143	Must be senior-level to enroll in this course.		
CDFS	4023	PRACTICUM	001970	Must have at least .245 cumulative UNTD gpa, completed 90 hours or more, and a grade of C or better in CDFS 4340 Occupational Issues, and/or be senior-level, and practicum site approved previous term/semester by CDFS Program Coordinator.		
CDFS	4133	ADOLESCENT DEVEL	002143	Must be senior-level to enroll in this course.		
CDFS	4213	CHILD LIFE	002143	Must be senior-level to enroll in this course.		
CDFS	4253	ADMIN PROGRAMS	002143	Must be senior-level to enroll in this course.		
CDFS	4323	FAMILY LAW AND POLICY	002143	Must be senior-level to enroll in this course.		
CDFS	4333	FAMILY RESOURCE MGT	002143	Must be senior-level to enroll in this course.		
CDFS	4340	OCCUPATIONAL & ETHICAL ISSUE	002143	Must be senior-level to enroll in this course.		
CDFS	4345	PARENTING ISSUES & EDUCATION	002143	Must be senior-level to enroll in this course.		
CDFS	4350	CURRENT TRENDS AND ISSUES	002164	Must have completed all university core courses and be senior standing.		
CDFS	4395	CAPSTONE CDFS	002144	Must have completed all Child Development and university core courses.		
CDFS	4413	FAMILY LIFE ED	002145	Must have taken CDFS 2033 and be senior-level.		
CDFS	4900	SPECIAL PROBLEMS	002143	Must be senior-level to enroll in this course.		
COUN	5000	FILIAL THERAPY	002303	Prerequisite(s): COUN 5700, COUN 5740, and COUN 5690. COUN 5690 may be taken concurrently.	KEEP	
COUN	5100	ORIENTATION AND ETHICS	001442	Student must be DCOUN-MS or DCOUN-MED in order to enroll in course.	KEEP	
COUN	5200	COUNSELING ADOLESCENTS	002300	Student must complete COUN 5680 and COUN 5710 before enrolling in course.	KEEP	
COUN	5290	ETH LEG ISSUES IN CMHC	002300	Student must complete COUN 5680 and COUN 5710 before enrolling in course.	REMOVE	not offered at UNTDallas
COUN	5300	SYS LEAD PROG IN CMHC	002302	Student must complete COUN 5100/5290, COUN 5680, and COUN 5710 before enrolling in course.	KEEP	
COUN	5310	ADV COUPLES COUN	002301	Student must complete COUN 5590 before enrolling in course.	KEEP	
COUN	5400	PLN ORGAN CAREER PRGM	001442	Student must be DCOUN-MS or DCOUN-MED in order to enroll in course.	KEEP	
COUN	5410	HIST & TRENDS CAREER	002300	Student must complete COUN 5680 and COUN 5710 before enrolling in course.	KEEP	
COUN	5420	VOC STU PLACEMENT	001442	Student must be DCOUN-MS or DCOUN-MED in order to enroll in course.	REMOVE	not offered at UNTDallas
COUN	5460	PROG DEV IN SCHOOLS	002306	Student must take COUN 5680 & 5710 (both may be taken concurrently) to enroll.	REMOVE	not offered at UNTDallas
COUN	5461	SCHOOL COUNSELING	002300	Student must complete COUN 5680 and COUN 5710 before enrolling in course.	KEEP	
COUN	5470	CAREER DEV & INFO	001442	Student must be DCOUN-MS or DCOUN-MED in order to enroll in course.	KEEP	
COUN	5480	DX AND TX IN CNSLNG	002300	Student must complete COUN 5680 and COUN 5710 before enrolling in course.	KEEP	
COUN	5490	CRISIS INT LOG	002300	Student must complete COUN 5680 and COUN 5710 before enrolling in course.	KEEP	
COUN	5500	SEXUALITY COUNSELING	001442	Student must be DCOUN-MS or DCOUN-MED in order to enroll in course.	KEEP	
COUN	5580	FAMILY COUNSELING	002300	Student must complete COUN 5680 and COUN 5710 before enrolling in course.	KEEP	
COUN	5590	COUPLE COUNSLNG	002300	Student must complete COUN 5680 and COUN 5710 before enrolling in course.	KEEP	
COUN	5600	COUNS SEC SCH	002297	Student must complete COUN 5460 before enrolling in course.	REMOVE	not offered at UNTDallas
COUN	5610	ADDICTION COUNSELING	002300	Student must complete COUN 5680 and COUN 5710 before enrolling in course.	KEEP	
COUN	5640	GROUP PLAY THERAPY	002295	Student must complete COUN 5700.	KEEP	
COUN	5660	ADV COUN SKILLS	002304	Student must complete COUN 5680, COUN 5710, and 12 additional credit hours in Counseling before enrolling in course.	KEEP	
COUN	5670	DEV PROC & STRAT	002300	Student must complete COUN 5680 and COUN 5710 before enrolling in course.	KEEP	
COUN	5680	BASIC COUN SKILLS	002293	Concurrent enrollment in COUN 5710 required.	KEEP	
COUN	5690	PRACTICUM IN COUNS	002292	All required courses in counseling program, except COUN 5720, COUN 5721, and second specialty track course (COUN 5300, COUN 5461, COUN 5500, 5610). COUN 5740 may be taken concurrently. Students may take an elective (except COUN 5700) concurrently. Application required.	KEEP	
COUN	5700	INTRO PLAY THRPY	002291	Student must complete COUN 5670 before enrolling in course.	KEEP	
COUN	5710	COUN THEORIES	002290	Concurrent enrollment in COUN 5680 required.	KEEP	
COUN	5720	INTERN IN COUNSELING I	002289	Student must complete COUN 5690 and COUN 5740 before enrolling in course.	KEEP	
COUN	5721	INTERN IN COUNSELING II	002288	Student must complete COUN 5720 before enrolling in course.	KEEP	
COUN	5730	APPRAIS ADLT COUNS	002300	Student must complete COUN 5680 and COUN 5710 before enrolling in course.	REMOVE	not offered at UNTDallas
COUN	5740	GROUP COUNSELING	001483	Student must complete, or be enrolled in, COUN 5660 before enrolling.	KEEP	
COUN	5750	PROF ORI & COL STU DEV	002306	Student must take COUN 5680 and 5710 (both may be taken concurrently) to	REMOVE	not offered at UNTDallas
COUN	5760	CHILD&ADLSCNT APRAIS	002300	Student must complete COUN 5680 and COUN 5710 before enrolling in course.	REMOVE	not offered at UNTDallas
COUN	5765	APPRAISAL COUNSELING	002284	Student must complete COUN 5100 and COUN 5670.	KEEP	
COUN	5770	ELMEN SCH COUNS	002283	Student must complete COUN 5460 before enrolling in course.	REMOVE	not offered at UNTDallas

Subject	Catalog	Course Title	Rq Group	Pre-/Co-Requisite Description	Action	Specify any changes (if applicable)
COUN	5780	STUDENT IN HI ED	002282	Student must complete COUN 5680 before enrolling in course.	REMOVE	not offered at UNTDallas
COUN	5790	COUNS CULT DIVERSE	002300	Student must complete COUN 5680 and COUN 5710 before enrolling in course.	KEEP	
COUN	5800	STUDIES IN EDUC	001442	Student must be DCOUN-MS or DCOUN-MED in order to enroll in course.	REMOVE	not offered at UNTDallas
COUN	5900	SPECIAL PROBLEMS	001442	Student must be DCOUN-MS or DCOUN-MED in order to enroll in course.	KEEP	
HSML	4200	GRANT PROP WRITING	002146	Must also enroll in, or have taken, HSML 3000.		
HSML	4300	VOL. MNGT.	001953	Students must complete HSML 3000 and HSML 3100 prior to taking this course. Students may take this course concurrently with HSML 4350.		
HSML	4301	THEORIES PEER RECOVERY	001774	Students must complete HSML 3000, HSML 3100, and HSML 3700 prior to taking this course. This course may be taken concurrently with HSML 4150.		
HSML	4350	COMM ORGANIZING	001972	Must have completed HSML 3000 Human Service in the Nonprofit Sector.		
HSML	4600	HB II-MACRO	001774	Students must complete HSML 3000, HSML 3100, and HSML 3700 prior to taking this course. This course may be taken concurrently with HSML 4150.		
HSML	4650	BEH CHEM ADDICTIONS	002351	Must have completed either HSML 4100 or 4120.		
HSML	4660	INTRVNT STRATS	002351	Must have completed either HSML 4100 or 4120.		
HSML	4851	HSML INTERN II	002328	HSML 4850 and 18 additional credit hours of HSML courses.		
PACS	4010	FAMILY MEDIATION	002149	Must enroll in, or have already taken, PACS 4000 Mediation.		
PACS	4020	WORKPLACE ADR	002149	Must enroll in, or have already taken, PACS 4000 Mediation.		
PACS	4030	GLOBAL WRK DISPUTE RES	002149	Must enroll in, or have already taken, PACS 4000 Mediation.		
PACS	4050	NEGOTIATION	002149	Must enroll in, or have already taken, PACS 4000 Mediation.		
PACS	4060	PRACTICUM	002149	Must enroll in, or have already taken, PACS 4000 Mediation.		
PACS	4200	LEADERSHIP	002149	Must enroll in, or have already taken, PACS 4000 Mediation.		
PACS	4220	PROPOSAL WRITING	002149	Must enroll in, or have already taken, PACS 4000 Mediation.		
PACS	4240	VOL MGT CONCEPTS	002149	Must enroll in, or have already taken, PACS 4000 Mediation.		
PACS	4250	COMMUNITY RESOURCES	002149	Must enroll in, or have already taken, PACS 4000 Mediation.		
PACS	4310	COMM SERV INTERNSHIP	002149	Must enroll in, or have already taken, PACS 4000 Mediation.		
PACS	4900	SPECIAL PROBLEMS	002149	Must enroll in, or have already taken, PACS 4000 Mediation.		
PACS	4980	SPECIAL TOPICS	002149	Must enroll in, or have already taken, PACS 4000 Mediation.		

- School of Liberal Arts & Sciences

Subject	Catalog	Course Title	Rq Group	Pre-/Co-Requisite Description	Action	Specify any changes (if applicable)
BIOL	5170	EVOL ECOL	001691	Admission to M.Ed. program or consent of instructor.	Keep	
BIOL	5315	TEACHING COLLEGE BIOL	001691	Admission to M.Ed. program or consent of instructor.	Keep	
BIOL	5325	CONSERV BIOL	001616	M.Ed. Curriculum & Instruction	Change	Admission to M.Ed. program or consent of instructor.
BIOL	5335	BIOLOGY OF DISEASE	001691	Admission to M.Ed. program or consent of instructor.	Keep	
CJUS	5950	THESIS	001868	CJUS 5750 required.	Keep	
MATH	5001	TEACH DUAL CREDIT MATH	001691	Admission to M.Ed. program or consent of instructor.	Keep	
MATH	5011	MATH MODELS FOR EDU	001691	Admission to M.Ed. program or consent of instructor.	Keep	
MATH	5090	TOPICS MATH CONT/PEDAG	001691	Admission to M.Ed. program or consent of instructor.	Keep	
MATH	5611	MATH ANALYSIS I	001691	Admission to M.Ed. program or consent of instructor.	Keep	
MATH	5621	MATH ANALYSIS II	001691	Admission to M.Ed. program or consent of instructor.	Keep	
MATH	5680	PROBABILITY AND STATISTICS	001691	Admission to M.Ed. program or consent of instructor.	Keep	
PADM	5030	MANAGE HUMAN RESOURCES	002265	PADM 5020 required	Change	Must be admitted to the MS Public Leadership
PLDR	5300	DATA ANLY & RS MTH I	001686	Must be admitted to the MS Public Leadership	Keep	
PLDR	5310	DATA ANLY & RS MTH II	001853	PLDR 5300 Requirement	Keep	
PLDR	5325	PLDR FUNDRAISING	002142	Public Leadership core	Change	Must have completed PLDR 5320
PLDR	5330	ORG THEORY IN PUB SERV	001686	Must be admitted to the MS Public Leadership program	Keep	
PLDR	5335	PLDR NONPROFIT MGMT	002142	Public Leadership core	Change	Must have completed PLDR 5320
PLDR	5340	INTERGOV REL AND MGMT	001925	Must have completed PLDR 5320 Public Service and Society, or have consent from the department.	Change	Must have completed PLDR 5320
PLDR	5345	THEORY OF GIS	001925	Must have completed PLDR 5320 Public Service and Society, or have consent from the department.	Keep	
PLDR	5350	PLDR PERF MGMT	002142	Public Leadership core	Change	Must have completed PLDR 5320
PLDR	5355	ADMINISTRATIVE STATE	001925	Must have completed PLDR 5320 Public Service and Society, or have consent from the department.	Change	Must have completed PLDR 5320
PLDR	5320	Public Service & Society			Change; new	Must be admitted to MS Public Leadership program
PLDR	5360	Public Health Leadership			Change; new	Must have completed PLDR 5320
PLDR	5365	Health Care Management			Change; new	Must have completed PLDR 5320
PLDR	5390	Professional Practice (Capstone)			Change; new	Must have completed PLDR 5320; PADM 5030, PADM 5400, PLDR 5300, PLDR 5310, PLDR 5330, PADM 5370, PADM 5020, + and additional 12 hours of PADM or PLDR courses, + consent of the MSPL program coordinator.
PADM	5370	Strategic Planning			Change; new	Must be admitted to MS Public Leadership program
PADM	5400	Financial Resources			Change; new	Must be admitted to MS Public Leadership program
PADM	5020	Leading Public Organizations			Change; new	Must be admitted to MS Public Leadership program
PADM	5900	Special Topics			Change; new	Must have completed PLDR 5320
PADM	5550	Program Evaluation			Change; new	Must have completed PLDR 5320
PADM	5375	Citizen Engagement			Change; new	Must have completed PLDR 5320