

Submit originals (including syllabus) and one copy and electronic copy to the **Faculty Senate Office**
See <http://www.uaf.edu/uafgov/faculty-senate/curriculum/course-degree-procedures/> for a complete description of the rules governing curriculum & course changes.

CHANGE COURSE (MAJOR) and DROP COURSE PROPOSAL

Attach a syllabus, except if dropping a course.

SUBMITTED BY:

Department	Rural Student Services	College/School	College of Rural and Community Development
Prepared by	Colleen Angaiak	Phone	474-7871
Email Contact	cbangaiak@alaska.edu	Faculty Contact	Colleen Angaiak

1. COURSE IDENTIFICATION: As the course now exists.

Dept	RD	Course #	F100	No. of Credits	1
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COURSE TITLE	College Seminar
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2. ACTION DESIRED: ☒ Check the changes to be made to the existing course.

Change Course	<input checked="" type="checkbox"/>	If Change, indicate below what is changing.	Drop Course	<input type="checkbox"/>
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NUMBER		TITLE		DESCRIPTION	<input checked="" type="checkbox"/>
PREREQUISITES*		FREQUENCY OF OFFERING			

*Prerequisites will be required before a student is allowed to enroll in the course.

CREDITS (including credit distribution)	3	COURSE CLASSIFICATION	
STACKED (400/600) <i>Include syllabi.</i>		Dept.	Course #

Stacked course applications are reviewed by the (Undergraduate) Curricular Review Committee and by the Graduate Academic and Advising Committee. Creating two different syllabi—undergraduate and graduate versions—will help emphasize the different qualities of what are supposed to be two different courses. The committees will determine: 1) whether the two versions are sufficiently different (i.e. is there undergraduate and graduate level content being offered); 2) are undergraduates being overtaxed?; 3) are graduate students being undertaxed? In this context, the committees are looking out for the interests of the students taking the course. Typically, if either committee has qualms, they both do. More info online – see URL at top of this page.

ADD NEW CROSS-LISTING		Dept. & No.		Requires approval of both departments and deans involved. Add lines at end of form for additional signatures.
STOP EXISTING CROSS-LISTING		Dept. & No.		Requires notification of other department(s) and mutual agreement. Attach copy of email or memo.
OTHER (specify)				

3. COURSE FORMAT

NOTE: Course hours may not be compressed into fewer than three days per credit. Any course compressed into fewer than six weeks must be approved by the college or school's curriculum council and the appropriate Faculty Senate curriculum committee. Furthermore, any core course compressed to less than six weeks must be approved by the core review committee.

COURSE FORMAT: (check <u>all</u> that apply)	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input checked="" type="checkbox"/> 6 weeks to full semester
OTHER FORMAT (specify all that apply)						
Mode of delivery (specify lecture, field trips, labs, etc.)	Instructional Method: <ul style="list-style-type: none"> • Class discussions • Guest speakers (ex.student panels and/or Alaska Native Leaders) • General sessions • Written and emailed homework assignments • Small group discussion and activities • Student presentations • Review of video and audio tapes • Lecture 					

4. **COURSE CLASSIFICATIONS:** (undergraduate courses only. Use approved criteria found on Page 10 & 17 of the manual. If justification is needed, attach on separate sheet.)

H = Humanities

S = Social Sciences

Will this course be used to fulfill a requirement for the baccalaureate core?

YES

NO

X

IF YES*, check which core requirements it could be used to fulfill:

O = Oral Intensive,

*Format 6 also submitted

W = Writing Intensive,

*Format 7

submitted

Natural Science, *Format 8

submitted

- 4.A *Is course content related to northern, arctic or circumpolar studies? If yes, a "snowflake" symbol will be added in the printed Catalog, and flagged in Banner.*

YES

X

NO

5. **COURSE REPEATABILITY:**

Is this course repeatable for credit?

YES

X

NO

Justification: Indicate why the course can be repeated (for example, the course follows a different theme each time).

Course may be repeated for credit if the course theme or content have significantly changed. A reference to the course syllabus and permission of instructor would be required.

How many times may the course be repeated for credit?

1

TIMES

If the course can be repeated with variable credit, what is the maximum number of credit hours that may be earned for this course?

CREDITS

6. **COMPLETE CATALOG DESCRIPTION** including dept., number, title, credits, credit distribution, cross-listings and/or stacking, clearly showing the changes you want made. (Underline new wording ~~strike-through old wording~~ and use complete catalog format including dept., number, title, credits and cross-listed and stacked.)

Example of a complete description:

PS F450 Comparative ~~Aboriginal~~ Indigenous Rights and Policies (s)

3 Credits

Offered As Demand Warrants

~~Case study~~ Comparative approach in ~~assessing Aboriginal~~ analyzing Indigenous rights and policies in different nation-state systems. ~~Seven Aboriginal situations~~ Multiple countries and specific policy developments examined for factors promoting or limiting self-determination. Prerequisites: Upper division standing or permission of instructor. (Cross-listed with ANS F450.) (3+0)

This course is designed to serve as an academic, cultural, and social transition to the UAF campus. Through Learner-Centered education RD 100 will build on students' personal strengths and ~~provide an opportunity to develop skills and expertise that will lead to student success academically. and in other areas of life, including decision-making, communication and overall personal development and growth. The class will help students achieve and understand their responsibility for a successful undergraduate education by taking advantage of those resources and supports which will serve them in coping with their personal transition to college life. Students will benefit from close interaction with instructors, as well as their peers, and will better understand their inherent value and significance in the university community.~~

7. **COMPLETE CATALOG DESCRIPTION AS IT SHOULD APPEAR AFTER ALL CHANGES ARE MADE:**

This course is designed to serve as an academic, cultural, and social transition to the UAF campus. Through Learner-Centered education RD 100 will provide an opportunity to build on personal strengths and skills as well as learning to take advantage of those resources and supports which will serve students in their transition to college life.

8. **GRADING SYSTEM:** *Specify only one.*

LETTER: ☒ X

PASS/FAIL: ☐

9. **ESTIMATED IMPACT**

WHAT IMPACT, IF ANY, WILL THIS HAVE ON BUDGET, FACILITIES/SPACE, FACULTY, ETC.

SPACE: Course currently occupies classroom space every Thursday 2:00 – 3:30 therefore increasing the one credit to three credits would use space that currently could not be scheduled since the class was occupying space and time that would be used for a typical TR class.

BUDGET: Tuition revenue would increase from one credit to three credits per student

FACULTY: The time commitment would increase, however since the course is an integral part of the students' connection to and success in their college career the impact is a positive one. This course is currently taught by Rural Student Services Advisors and included in our work load.

10. **LIBRARY COLLECTIONS**

Have you contacted the library collection development officer (kljensen@alaska.edu, 474-6695) with regard to the adequacy of library/media collections, equipment, and services available for the proposed course? If so, give date of contact and resolution. If not, explain why not.

No ☒ X Yes ☐

Majority of assignments do not require library based research and we currently have access to media equipment

11. **IMPACTS ON PROGRAMS/DEPTS:**

What programs/departments will be affected by this proposed action?

Include information on the Programs/Departments contacted (e.g., email, memo)

Department of Alaska Native Studies and Rural Development would not be impacted beyond having the course listed as a course option. Rural Student Services Staff will continue to instruct the course.

12. **POSITIVE AND NEGATIVE IMPACTS**

Please specify positive and negative impacts on other courses, programs and departments resulting from the proposed action.

The time commitment would increase, however since the course is an integral part of the students connection and success in their college career the impact is a positive one. This course is currently taught by Rural Student Services Advisors and included in our work load.

13. **JUSTIFICATION FOR ACTION REQUESTED**

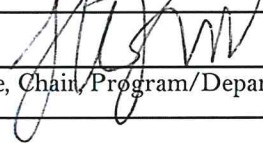
The purpose of the department and campus-wide curriculum committees is to scrutinize course change and new course applications to make sure that the quality of UAF education is not lowered as a result of the proposed change. Please address this in your response. This section needs to be self-explanatory. If you ask for a change in # of credits, explain why; are you increasing the amount of material covered in the class? If you drop a prerequisite, is it because the material is covered elsewhere? If course is changing to stacked (400/600), explain higher level of effort and performance required on part of students earning graduate credit. Use as much space as needed to fully justify the proposed change and explain what has been done to ensure that the quality of the course is not compromised as a result.

1. With the increased complexity of university programs, policies, and financial aid regulations, more time is needed to cover the information students require for success. This class has existed for approximately 20 years, and in recent years we have found ourselves eliminating topics in order to accommodate policies and regulations.

2. Most students who enroll in this course place into Developmental math and/or English. These students need elective options that provide them with useful skills and a three-credit option will help these students maintain full-time status.

3. As a three-credit course, the instructor will maintain continued contact with all enrolled students throughout the students' entire first semester at UAF, providing important support for student success.

APPROVALS: (Additional signature blocks may be added as necessary.)

	Date	10/18/13
Signature, Chair, Program/Department of: DANSRD		
	Date	
Signature, Chair, College/School Curriculum Council for: 		
	Date	
Signature, Dean, College/School of: 		
Offerings above the level of approved programs must be approved in advance by the Provost:		
	Date	
Signature of Provost (if applicable) 		

ALL SIGNATURES MUST BE OBTAINED PRIOR TO SUBMISSION TO THE GOVERNANCE OFFICE.

	Date	
Signature, Chair		
Faculty Senate Review Committee: <input type="checkbox"/> Curriculum Review <input type="checkbox"/> GAAC		
<div style="display: flex; justify-content: space-around;"><input type="checkbox"/> Core Review<input type="checkbox"/> SADAC</div>		

ADDITIONAL SIGNATURES: (As needed for cross-listing and/or stacking; add more blocks as necessary.)

	Date	
Signature, Chair, Program/Department of: 		
	Date	
Signature, Chair, College/School Curriculum Council for: 		
	Date	
Signature, Dean, College/School of: 		

Note: If removing a cross-listing, attach copy of email or memo to indicate mutual agreement of this action by the affected department(s). If degree programs are affected, a Format 5 program change form must also be submitted.