

01/09/2012 Revised 29-GNC - Approved
FORMAT 1

Submit original with signatures + 1 copy + electronic copy to Faculty Senate (Box 7500).
See <http://www.uaf.edu/uafgov/faculty-senate/curriculum/course-degree-procedures/> for a complete description of the rules governing curriculum & course changes.

TRIAL COURSE OR NEW COURSE PROPOSAL

SUBMITTED BY:

Department	Counseling	College/School	School of Education
Prepared by	Jane Monahan	Phone	474-5362
Email Contact	jmonahan@alaska.edu	Faculty Contact	Anthony Strange

1. ACTION DESIRED

(CHECK ONE):

Trial Course ☐

New Course ☒

2. COURSE IDENTIFICATION:

Dept

COUN

Course #

F691
F687

No. of Credits

3

Justify upper/lower division status & number of credits:

This is a graduate level internship course including advanced level readings, assignments and part time internship placement

3. PROPOSED COURSE TITLE:

Internship III

4. To be CROSS LISTED?
YES/NO

NO

If yes, Dept:

Course #

(Requires approval of both departments and deans involved. Add lines at end of form for such signatures.)

5. To be STACKED?
YES/NO

NO

If yes, Dept:

Course #

6. FREQUENCY OF OFFERING:

Every Fall and Spring

Fall, Spring, Summer (Every, or Even-numbered Years, or Odd-numbered Years) — or As Demand Warrants

7. SEMESTER & YEAR OF FIRST OFFERING
(AY2011-12 if approved by 3/1/2012; otherwise AY2012-13)

Fall 2012

8. 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. Furthermore, any core course compressed to less than six weeks must be approved by the core review committee.

COURSE FORMAT:
(check all that apply)

☐ 1

☐ 2

☐ 3

☐ 4

☐ 5

☒ XX

6 weeks to full semester

OTHER FORMAT (specify)

Mode of delivery (specify lecture, field trips, labs, etc)

Lecture, seminar, internship placement

9. CONTACT HOURS PER WEEK:

3

LECTURE
hours/weeks

0

LAB
hours / week

20

PRACTICUM
hours / week

Note: # of credits are based on contact hours. 800 minutes of lecture=1 credit. 2400 minutes of lab in a science course=1 credit. 1600 minutes in non-science lab=1 credit. 2400-4800 minutes of practicum=1 credit. 2400-8000 minutes of internship=1 credit. This must match with the syllabus. See http://www.uaf.edu/uafgov/faculty-senate/curriculum/course-degree-procedures-/guidelines-for-computing- for more information on number of credits.

OTHER HOURS (specify type)

10. COMPLETE CATALOG DESCRIPTION including dept., number, title, credits, credit distribution, cross-listings and/or stacking (50 words or less if possible):

COUN F691 COUN F687 Internship III

3 credits

Offered Fall, Spring

The course is designed to give counseling program candidates experience and supervised practice in the broad scope of activities (i.e., record keeping, individual and group counseling,

information and referral, consultation, in-service and staff/faculty meetings, supervision) engaged in by either fully credentialed school counselors or licensed professional counselors. Prerequisites: **COUN F686** COUN F634P, COUN F636, COUN F690, admittance to the Counseling program; permission of instructor. (3+0+20)

- 11. COURSE CLASSIFICATIONS:** Undergraduate courses only. Consult with CLA Curriculum Council to apply S or H classification appropriately; otherwise leave fields blank.

H = Humanities

S = Social Sciences

Will this course be used to fulfill a requirement for the baccalaureate core? If YES, attach form.

YES:

NO:

XX

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

O = Oral Intensive, Format 6

W = Writing Intensive, Format 7

Natural Science, Format 8

- 12. COURSE REPEATABILITY:**

Is this course repeatable for credit?

YES

NO

XX

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

How many times may the course be repeated for credit?

TIMES

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

CREDITS

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

- 13. GRADING SYSTEM:** Specify only one. Note: Later changing the grading system for a course constitutes a Major Course Change.

LETTER: XX

PASS/FAIL:

RESTRICTIONS ON ENROLLMENT (if any)

- 14. PREREQUISITES**

COUN F634P, COUN F636, COUN F690, COUN F686 admittance to the Counseling program; permission of instructor.

These will be required before the student is allowed to enroll in the course.

- 15. SPECIAL RESTRICTIONS, CONDITIONS**

- 16. PROPOSED COURSE FEES**

\$150

Has a memo been submitted through your dean to the Provost for fee approval?

YES

Yes/No

- 17. PREVIOUS HISTORY**

Has the course been offered as special topics or trial course previously?

NO

Yes/No

If yes, give semester, year, course #, etc.:

- 18. ESTIMATED IMPACT**

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

Faculty/Budget: An instructor will be required to teach the new course. This can be added to an existing faculty member's workload or taught by an adjunct instructor. The instructor will need to be available to conduct site supervision.

Space: The new course will need classroom space. Counseling classes are taught in the early evening and utilize video and/or audio conference classrooms. The courses are taught to students on campus and by distance delivery at the same time.

- 19. 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

☒ XX

Yes

☐

This course will not require additional library resources.

20. 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)

The Counseling Department will be affected by this action. The number of credits required for the M. Ed. in Counseling and the School Counselor Certification program does not change. The internship credits are simply distributed between the existing internship classes and the new internship classes.

Advanced internship classes (Internship III and Internship IV) will provide students with new information and skills different than they received in their first year of internship. It will also provide a forum for discussion with students who have previously completed a year of internship placement

21. POSITIVE AND NEGATIVE IMPACTS

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

Positive: Students in the advanced internship classes will receive instruction tailored to their level of experience, separating them from students who are in introductory internship placements.

Negative: Another instructor is needed, impacting the budget.

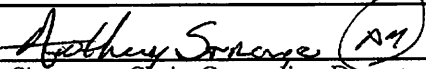
JUSTIFICATION FOR ACTION REQUESTED

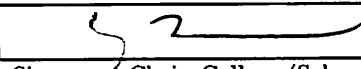
The purpose of the department and campus-wide curriculum committees is to scrutinize course change and new course applications to make sure that the quality of UAF education is not lowered as a result of the proposed change. Please address this in your response. This section needs to be self-explanatory. Use as much space as needed to fully justify the proposed course.

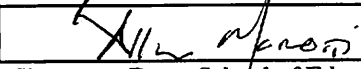
Students in the School Counseling concentration of the M. Ed. in Counseling degree or the School Counseling Certification program must complete two semester of Internship for EACH level of certification they are seeking (elementary and secondary). Currently students register for COUN F636, Internship I twice and COUN F690, Internship II twice. During the second semesters of these courses experienced students are grouped with initial students. Students in their second full year of internship require different knowledge, skills and discussion. Creating advanced internship classes answers this need. Students earning K-12 school counseling certification will complete Internship I, II, III, IV.

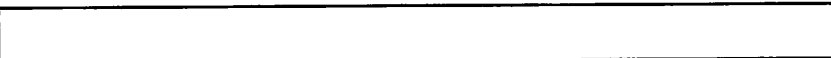
Students in the Community Counseling concentration of the degree must complete 3 semesters of Internship total. The addition of COUN 691, Internship III provides the same benefits mentioned above. Students in the Community Counseling program will complete Internship I, II, III.

APPROVALS: Add additional signature lines as needed.

 Date 12-29-11
Signature, Chair, Counseling Department, Anthony Strange

 Date 12/29/11
Signature, Chair, College/School Curriculum Council for: School of Education

 Date 12/29/11
Signature, Dean, School of Education, Allan Morotti

 Date
Signature of Provost (if applicable)
Offerings above the level of approved programs must be approved in advance by the Provost.

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

 Date