

Submit originals and one copy and electronic copy to **Governance/Faculty Senate Office**
See <http://www.uaf.edu/uafgov/faculty/cd> for a complete description of the rules governing curriculum & course changes.

CHANGE COURSE (MAJOR) and DROP COURSE PROPOSAL

SUBMITTED BY:

Department	Chemistry and Biochemistry	College/School	CNSM
Prepared by	William Simpson	Phone	474-7235
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1. COURSE IDENTIFICATION:

Dept	CHEM	Course #	418 453 653	No. of Credits	4 4 4
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COURSE TITLE

Deletion of multiple moldy courses

2. ACTION DESIRED:

Change Course ☐ If Change, indicate below what change. Drop Course ☒

NUMBER		TITLE		DESCRIPTION	
PREQUISITES				FREQUENCY OF OFFERING	
CREDITS (including credit distribution)				COURSE CLASSIFICATION	
CROSS-LISTED	<input checked="" type="checkbox"/>	Dept.	BIO	(Requires approval of both departments and deans involved. Add lines at end of form for such signatures.)	
STACKED (400/600)		Dept.		Course #	
OTHER (please 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. 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 ☐ 6 weeks to full semester

OTHER FORMAT (specify all that apply) _____

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

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 ☐

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 ☐

5. COURSE REPEATABILITY:

Is this course repeatable for credit?

YES ☐

NO ☐

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

CREDITS

RECEIVED

NOV - 8 2011

Dean's Office
College of Natural Science & Mathematics

6. CURRENT CATALOG DESCRIPTION AS IT APPEARS IN THE CATALOG: including dept., number, title and credits

CHEM F418 W Developmental Biology (n) 4 Credits Offered Spring Even-numbered Years Morphological and molecular aspects of the development of multicellular organisms, with emphasis on the regulation of morphogenesis. Laboratory involves team-based research focusing on fundamental aspects of vertebrate embryo development. Prerequisites: BIOL F115X; BIOL F116X; BIOL F310; ENGL F111X; ENGL F211X or ENGL F213X; or permission of instructor. Cross-listed with BIOL F418. (3+3)

CHEM F453 O/2 Molecular Biology 4 Credits Offered Fall Odd-numbered Years Provides in-depth coverage of eukaryotic and prokaryotic gene function, including the applications of recombinant DNA technology to the biological sciences. Prerequisites: BIOL F362 or CHEM F321 or BIOL F303; COMM F131X or COMM F141X; or permission of instructor. Cross-listed with BIOL F453. Stacked with CHEM F653; BIOL F653. (3+3)

CHEM F653 Molecular Biology 4 Credits Offered Fall Odd-numbered Years In-depth coverage of eukaryotic and prokaryotic gene function, including the applications of recombinant DNA technology to the biological sciences. Prerequisites: BIOL F362 or CHEM F321 or BIOL F303, or permission of instructor. Cross-listed with BIOL F653. Stacked with CHEM F453; BIOL F453. (3+3)

7. COMPLETE CATALOG DESCRIPTION AS IT WILL APPEAR WITH THESE CHANGES: (Underline new wording ~~strike through old wording~~ and use complete catalog format including dept., number, title, credits and cross-listed and stacked.) PLEASE SUBMIT NEW COURSE SYLLABUS. For stacked courses the syllabus must clearly indicate differences in required work and evaluation for students at different levels.

None – these are deletions of moldy courses

8. IS THIS COURSE CURRENTLY CROSS-LISTED?

YES/NO ☐ Yes

If Yes, DEPT

BIOL
BIOL

NUMBER

453
653

(Requires written notification of each department and dean involved. Attach a copy of written notification.)

9. GRADING SYSTEM: Specify only one

LETTER: ☐

PASS/FAIL: ☐

10. ESTIMATED IMPACT

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

We are removing moldy courses from the catalog. They have not been taught in years and are not intended to be taught, so there is no impact on the current curriculum.

11. 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 ☐

Yes ☐

12. 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)

No real impacts as they have not been taught for years.

13. POSITIVE AND NEGATIVE IMPACTS

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

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.

The department is removing multiple courses that have not been taught in many years and we don't have the capacity to teach currently.


CHEM F418 Development Biology was a cross-listed course that was dropped by Biology and Wildlife (who actually taught it).


CHEM F453 Molecular Biology was another cross-listed course with Biology and Wildlife, and they indicate that they are dropping the course, so we are also removing our cross-listed version from the catalog.

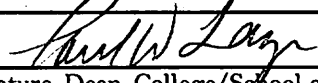
CHEM F653 Molecular Biology is the stacked graduate level course of 453. Again, Biology and Wildlife wishes to drop it so we are also requesting to drop the course.

The department chair of Biology and Wildlife is being included on the signature list for this requested action.

APPROVALS:

	Date	7 Nov 2011
Signature, Chair, Program/Department of: Chemistry and Biochemistry		

	Date	9 Nov 11
Signature, Chair, College/School Curriculum Council for: CNE		

	Date	Nov 14, 2011
Signature, Dean, College/School of: CNE		

	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	
Signature, Chair, UAF Faculty Senate Curriculum Review Committee		

ADDITIONAL SIGNATURES: *(As needed for cross-listing and/or stacking)*

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

ATTACH COMPLETE SYLLABUS (as part of this application).

Note: The guidelines are online: <http://www.uaf.edu/uafgov/faculty/cd/syllabus.html>

The department and campus wide curriculum committees will review the syllabus to ensure that each of the items listed below are included. If items are missing or unclear, the proposed course change will be denied.

SYLLABUS CHECKLIST FOR ALL UAF COURSES

During the first week of class, instructors will distribute a course syllabus. Although modifications may be made throughout the semester, this document will contain the following information (as applicable to the discipline):

1. Course information:

☐ Title, ☐ number, ☐ credits, ☐ prerequisites, ☐ location, ☐ meeting time
(make sure that contact hours are in line with credits).

2. Instructor (and if applicable, Teaching Assistant) information:

☐ Name, ☐ office location, ☐ office hours, ☐ telephone, ☐ email address.

3. Course readings/materials:

☐ Course textbook title, ☐ author, ☐ edition/publisher.

☐ Supplementary readings (indicate whether ☐ required or ☐ recommended) and

☐ any supplies required.

4. Course description:

☐ Content of the course and how it fits into the broader curriculum;

☐ Expected proficiencies required to undertake the course, if applicable.

☐ Inclusion of catalog description is *strongly* recommended, and

☐ Description in syllabus must be consistent with catalog course description.

5. ☐ Course Goals (general), and (see #6)

6. ☐ Student Learning Outcomes (more specific)

7. Instructional methods:

☐ Describe the teaching techniques (eg: lecture, case study, small group discussion, private instruction, studio instruction, values clarification, games, journal writing, use of Blackboard, audio/video conferencing, etc.).

8. Course calendar:

☐ A schedule of class topics and assignments must be included. Be specific so that it is clear that the instructor has thought this through and will not be making it up on the fly (e.g. it is not adequate to say "lab". Instead, give each lab a title that describes its content). You may call the outline Tentative or Work in Progress to allow for modifications during the semester.

9. Course policies:

☐ Specify course rules, including your policies on attendance, tardiness, class participation, make-up exams, and plagiarism/academic integrity.

10. Evaluation:

☐ Specify how students will be evaluated, ☐ what factors will be included, ☐ their relative value, and

☐ how they will be tabulated into grades (on a curve, absolute scores, etc.)

11. Support Services:

☐ Describe the student support services such as tutoring (local and/or regional) appropriate for the course.

12. Disabilities Services:

The Office of Disability Services implements the Americans with Disabilities Act (ADA), and insures that UAF students have equal access to the campus and course materials.

☐ State that you will work with the Office of Disabilities Services (208 WHIT, 474-5655) to provide reasonable accommodation to students with disabilities."