1/8/2013: REVISED #107-UNC

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	**Diesel Technology**	**College/School**	**UAF/CTC**
Prepared by	**Julie Wegner**	**Phone**	**455-2902**
Email Contact	**jmwegner@alaska.edu**	**Faculty Contact**	**455-2917**

1. ACTION DESIRED (CHECK ONE):	Trial Course		New Course	XXX	
2. COURSE IDENTIFICATION:	Dept	**DSLT**	Course #	**F210**	No. of Credits **2.0**
Justify upper/lower division status & number of credits:	**Certificate level requirement**				
3. PROPOSED COURSE TITLE:	**Heavy Equipment Fabrication**				
4. To be CROSS LISTED? *YES/NO*	**NO**	If yes, Dept:		Course #	
5. To be STACKED? *YES/NO*	**NO**	If yes, Dept.		Course #	
6. FREQUENCY OF OFFERING:	**Spring semester every year**				
	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)	**FY2012-13**				

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

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*	X	*2*		*3*		*4*		*5*	*6 weeks to full semester*
OTHER FORMAT (specify)	**5 hours a day for 10 days (1.5 + 0 + 2)**										
Mode of delivery (specify lecture, field trips, labs, etc)	**Lecture and Lab**										

9. CONTACT HOURS PER WEEK:	**10**	LECTURE hours/weeks	**15**	LAB hours /week		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):

DSLT F210 Heavy Equipment Fabrication
2 Credits – Offered Spring semester

Students will learn advanced concepts of industrial fabrication in the maintenance of heavy duty equipment, develop a strong understanding of metals and there applications, and have the ability to bend, heat, and apply welding techniques that will support heavy duty equipment for long term use. Special fees apply. (1.5 + 0 + 2)

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:**	X

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**	X

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:	X	**PASS/FAIL:**	

RESTRICTIONS ON ENROLLMENT (if any)

14. PREREQUISITES	**DSLT F110 Basic Industrial Fabrication**

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

15. SPECIAL RESTRICTIONS, CONDITIONS	**Department approval**

16. PROPOSED COURSE FEES	**$150.00**
Has a memo been submitted through your dean to the Provost for fee approval? **Yes/No Consumable materials fee**	**No**

17. PREVIOUS HISTORY

Has the course been offered as special topics or trial course previously? **Yes/No**	**NO**
If yes, give semester, year, course #, etc.:	

18. ESTIMATED IMPACT

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

None

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	X	Yes		**Already have book selected for course and checked availability**

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)

This class will affect the welding program and diesel technology program. The request is from Brian Rencher, Coordinator for both programs.
bkrencher@alaska.edu

21. POSITIVE AND NEGATIVE IMPACTS

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

This course will increase diesel/heavy duty equipment credit courses, which will allow students to learn specific techniques for working on heavy duty equipment. It will allow more students to enroll in the diesel and welding programs with the ability to stay in their specific field of choice and gain pertinent knowledge.

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.

This class will teach students advanced skills in industrial fabrication specific to heavy duty equipment. Students will learn to choose the proper materials for the repair, bending and heating techniques, application of welds, etc. to repair heavy duty equipment for long term use. Repairs in and out of the field require special attention to detail to ensure materials are applied in the proper way to withstand the wear and tear on heavy equipment. Adding this course is field specific to our program and will increase our student's knowledge for entering the workforce.

APPROVALS: Add additional signature lines as needed. SEE ATTACHED SIGNATURES

	Date	
Signature, Chair, Program/Department of:		
	Date	
Signature, Chair, College/School Curriculu Council for:		
	Date	
Signature, Dean, College/School of:		
	Date	
Signature of Provost (if applicable)		

Offerings above the level of approved programs must be approved in advance by the Provost.

services available for the proposed course? If so, give date of contact and resolution. If not, explain why not.

No	X	Yes		Already have book selected for course and checked availability

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APPROVALS: Add additional signature lines as needed.

	Date	10-9-12	
Signature, Chair, Program/Department of:			
	Date	11-6-12	
Signature, Chair, College/School Curriculu Council for:		CTC	
	Date		
Signature, Dean, College/School of:		CTC	
	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
Faculty Senate Review Committee: ___Curriculum Review ___GAAC

___Core Review ___SADAC

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

	Date	
Signature, Chair, Program/Department of:		
	Date	
Signature, Chair, College/School Curriculu Council for:		
	Date	12/3/12
Signature, Dean, College/School of:	CRCD	

ATTACH COMPLETE SYLLABUS (as part of this application). Note: The guidelines are online: http://www.uaf.edu/uafgov/faculty-senate/curriculum/course-degree-procedures-/uaf-syllabus-requirements/
The Faculty Senate curriculum committees will review the syllabus to ensure that each of the item listed below are included. If items are missing or unclear, the proposed course (or changes to it may 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.) ❑ Publicize UAF regulations with regard to the grades of "C" and below as applicable to this course. (Not required in the syllabus, but may be a convenient way to publicize this.) Faculty Senate Meeting #171: http://www.uaf.edu/uafgov/faculty-senate/meetings/2010-2011-meetings/#171

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 WHITAKER BLDG, 474-5655)to provide reasonable accommodation to students with disabilities.