

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.

DROP COURSE PROPOSAL

SUBMITTED BY:

Department	Applied Business, Paralegal, and Accounting	College/School	CRCO / UAF Community and Technical College
Prepared by	C. Dexter	Phone	907-455-2837
Email Contact	Charlie.Dexter@alaska.edu	Faculty Contact	Charlie.Dexter@alaska.edu

1. COURSE IDENTIFICATION:

Dept Course # No. of Credits

COURSE TITLE

2. ACTION DESIRED:

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

NUMBER	TITLE	DESCRIPTION	FREQUENCY OF OFFERING	COURSE CLASSIFICATION
PREQUISITES				
CREDITS (including credit distribution)				
CROSS-LISTED	No Dept.	(Requires approval of both departments and deans involved. Add lines at end of form for such signatures.)		
	Dept.	Course #		
STACKED (400/600) Include syllabi.				
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: 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

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

ABUS F120 Personal Finance and Investing
1-3 Credits Offered as Demand Warrants
Personal financial planning, goal setting and investing. Stocks, bonds, trusts, securities, options, real estate and other investment vehicles. Inflation, taxes, interest rates, retirement and selecting financial planners. Also available through the Center for Distance Education. (1-3+0)

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.

Delete Course

8. **IS THIS COURSE CURRENTLY CROSS-LISTED?**

YES/NO No

If Yes, DEPT

NUMBER

(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.

None

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

N/A

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)

None

13. **POSITIVE AND NEGATIVE IMPACTS**

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

This course was replaced by ABUS F161 and ABUS F234 last year to better clarify course contents. ABUS 120 now needs to be deleted.

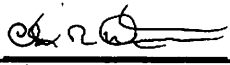
JUSTIFICATION FOR ACTION REQUESTED


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.

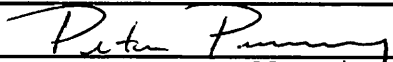
Last year two new courses were approved (ABUS F161 and ABUS F234) to replace the ABUS 120 course. ABUS 120 was not deleted at that time due to its offering in 2009 as a Center for Distance Education correspondence course.

It now needs to be deleted.

APPROVALS:

	Date	9/7/2010
Signature, Chair, Program/Department of: Applied Business, Paralegal and Accounting		

	Date	9-28-10
Signature, Chair, College/School Curriculum Council for: UAF Community and Technical College		
CTC		

	Date	9/30/10
Signature, Dean, College/School of: UAF Community and Technical College		
CRCW		

	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		