**TRIAL COURSE OR NEW COURSE PROPOSAL**

**SUBMITTED BY:**

<table>
<thead>
<tr>
<th>Department</th>
<th>Rural Nutrition Services</th>
<th>College/School</th>
<th>CRCD/IAC</th>
</tr>
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<tbody>
<tr>
<td>Prepared by</td>
<td>Sarah McConnell, LCSW</td>
<td>Phone</td>
<td>X 6080</td>
</tr>
<tr>
<td>Email Contact</td>
<td><a href="mailto:ssmcconnell@alaska.edu">ssmcconnell@alaska.edu</a></td>
<td>Faculty Contact</td>
<td>Sarah McConnell, LCSW</td>
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</tbody>
</table>

**1. ACTION DESIRED**

CHECK ONE:
- Trial Course
- New Course

**2. COURSE IDENTIFICATION**

<table>
<thead>
<tr>
<th>Dept</th>
<th>RNS</th>
<th>Course #</th>
<th>No. of Credits</th>
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<tr>
<td>RNS</td>
<td>250</td>
<td>1 - 3</td>
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**Justify upper/lower division status & number of credits:**

Introductory course with no prerequisites. One credit = 14 contact hours, two credits = 28 contact hours, three credits = 40 contact hours. Course sections may be offered Pass/Fail or Letter grade as specified in syllabus.

**3. PROPOSED COURSE TITLE:**

Current Topics in Rural Nutrition Services

**4. CROSS LISTED?**

YES/NO

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

**5. STACKED?**

YES/NO

**6. FREQUENCY OF OFFERING:**

As Demand Warrants

(Every or Alternate) Fall, Spring, Summer --- or As Demand Warrants

**7. SEMESTER & YEAR OF FIRST OFFERING (if approved)**

Fall, 2010

**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 one)

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<th>5</th>
<th>6</th>
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<td>6 weeks to full semester</td>
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**OTHER FORMAT**

(specify)

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

Lecture

**9. CONTACT HOURS PER WEEK:**

LECTURE hours/weeks

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/cd/credits.html](http://www.uaf.edu/uafgov/faculty/cd/credits.html) for more information on number of credits.

**OTHER HOURS (specify type)**

14/28/40 hours lecture, over at least 3/6/9 days. Blended Intensive and/or audio conferencing.
10. COMPLETE CATALOG DESCRIPTION including dept., number, title and credits (50 words or less, if possible):

RNS 250 Current Topics in Rural Nutrition Services, (1 + 0, 2 + 0, - 3 + 0). Various topics of current interest to students studying rural Alaskan community-based nutrition, behavioral health and health services. Topics announced prior to each offering and course may be repeated for credit.

11. 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
N = Natural Science
S = Social Sciences

Will this course be used to fulfill a requirement for the baccalaureate core? 
YES X NO

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 X 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

13. GRADING SYSTEM:

LETTER: X
PASS/FAIL: X

14. PREREQUISITES

None

15. SPECIAL RESTRICTIONS, CONDITIONS

None.

16. PROPOSED COURSE FEES

None

Has a memo been submitted through your dean to the Provost & VCAS for fee approval? Yes/No

17. PREVIOUS HISTORY

Has the course been offered as special topics or trial course previously? Yes/No

If yes, give semester, year, course #, etc.:
Spring, 2010, RNS 293 Current Topics: Chronic Disease Self-Management Leadership.

18. ESTIMATED IMPACT

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

None, currently grant funded; potential delivery as self-support courses.

19. LIBRARY COLLECTIONS

Have you contacted the library collection development officer (ffklj@uaf.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

No Impact; consulted Karen Jensen 2/12/2010

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)

Rural Nutrition Services (proposed) Program; on-going in-person contact with Tribal Management Program

21. POSITIVE AND NEGATIVE IMPACTS
Please specify **positive and negative impacts** on other courses, programs and departments resulting from the proposed action.

**Positive:** Important new area of concentration for Tribal Management Program. Entry level program leading students to other health related Certificate and Degree programs such as (proposed) RNS Certificate, Associate of Science with Nutrition concentration and Statewide Bachelor’s of Nutrition Science, Community Nutrition, or Dietetics. No negative impacts are expected. No known duplication of offering.

**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 course is currently funded by a USDA grant until 2011, with the initial grouping of Rural Nutrition Services courses proposed as an Occupational Endorsement, and articulating to the proposed RNS Certificate. Communities in the IAC Region have requested and supported these courses toward workforce development and meeting community health and service needs. Nutrition service professionals and Tribal leaders have additionally supported the development and delivery of this course. Course provides an entry level opportunity to begin Nutrition Science, Tribal Management health and human services focus, and/or related health academic pathways, as well as opportunities to focus in depth on critical current issues such as Childhood Obesity, Diabetes Prevention, and Traditional Foods for Nutrition. Instructor to identify number of credits and section grading as Pass/Fail or Letter to be reflected in syllabus.

**APPROVALS:**

<table>
<thead>
<tr>
<th>Signature, Chair, Program/Department of:</th>
<th>Date</th>
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<tbody>
<tr>
<td>Signature, Chair, College/School Curriculum Council for:</td>
<td>Date</td>
</tr>
<tr>
<td>Signature, Dean, College/School of:</td>
<td>Date</td>
</tr>
<tr>
<td>Signature of Provost (if applicable)</td>
<td>Date</td>
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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

| Signature, Chair, UAF Faculty Senate Curriculum Review Committee | Date |

ADDITIONAL SIGNATURES: (If required)

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ATTACH COMPLETE SYLLABUS (as part of this application).
Note: syllabus must follow the guidelines discussed in the Faculty Senate Guide
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 □ Student Learning Outcomes (more specific)

6. 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.).

7. 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.

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

9. 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.)

10. Support Services:
    □ Describe the student support services such as tutoring (local and/or
        regional) appropriate for the course.

11. 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 (203
       WHIT, 474-7043) to provide reasonable accommodation to students with
       disabilities.”