Submit original with signatures + 1 copy + electronic copy to UAF Governance. See [http://www.uaf.edu/uaugov/faculty/fcd](http://www.uaf.edu/uaugov/faculty/fcd) for a complete description of the rules governing curriculum & course changes.

**TRIAL COURSE OR NEW COURSE PROPOSAL**

**SUBMITTED BY:**
Department

| Women's and Gender Studies | College/School | College of Liberal Arts |

**Prepared by**

Chris Coffman/Sine Anahita

Phone

474-5233

**Email Contact**

ccoffman@alaska.edu

**Faculty Contact**

Chris Coffman

1. **ACTION DESIRED**

*(CHECK ONE):*

- Trial Course
- New Course
- X
2. COURSE IDENTIFICATION:

<table>
<thead>
<tr>
<th>Dept</th>
<th>WMS*</th>
<th>Course #</th>
<th>No. of Credits</th>
</tr>
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<tbody>
<tr>
<td></td>
<td></td>
<td>403</td>
<td>3.0</td>
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</table>

Justify upper/lower division status & number of credits:

This course will build on students' previous foundational work in women's and gender studies. Students must have the academic skills and experience usually obtained by upper class students.

3. PROPOSED COURSE TITLE:

Theories in Women's and Gender Studies

4. 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. STACKED?

YES/NO

no

If yes, Dept.

Course #

6. FREQUENCY OF OFFERING:

Alternate Fall

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

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

Fall 2011

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)

1 2 3 4 5 X 6 weeks to full semester

OTHER FORMAT (specify)

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

lecture; discussion
9. CONTACT HOURS PER WEEK:

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<tr>
<td>3</td>
<td>LECTURE hours/weeks</td>
</tr>
<tr>
<td></td>
<td>LAB hours/week</td>
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<tr>
<td></td>
<td>PRACTICUM hours/week</td>
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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.gal.edu/ralto/faculty/gdcredits.html](http://www.gal.edu/ralto/faculty/gdcredits.html) for more information on number of credits.

10. COMPLETE CATALOG DESCRIPTION including dept., number, title and credits (50 words or less, if possible):

WMS* F403 Theories in Women's and Gender Studies (h) (s)
3 Credits
This class will explore the intellectual history of women's and gender studies. We will start our exploration in the late 18th century, and follow feminist theoretical ideas about women and gender through to the present. Although we will mostly focus on western theoretical work, we will also delve into non-western ideas, especially as these critique western ideas about women and gender.

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.)

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<tbody>
<tr>
<td>H = Humanities</td>
<td>X</td>
<td>N = Natural Science</td>
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<tr>
<td></td>
<td></td>
<td>S = Social Sciences</td>
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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:

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<tbody>
<tr>
<td>O = Oral Intensive, Format 6</td>
<td>W = Writing Intensive, Format 7</td>
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<tr>
<td>Natural Science, Format 8</td>
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</tbody>
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12. COURSE REPEATABILITY:

Is this course repeatable for credit? YES | X | NO

Justification: Indicate why the course can be repeated

How many times may the course be repeated for credit?

TICKS

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: [ ]

14. PREREQUISITES
WMS® 201 or permission of instructor

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

15. SPECIAL RESTRICTIONS, CONDITIONS

Classes, etc. that student is strongly encouraged to complete prior to this course.

16. PROPOSED COURSE FEES

$ [ ]

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

Yes - as a trial course

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

A faculty member and a classroom will be needed for one course.
19. LIBRARY COLLECTIONS
Have you contacted the library collection development officer (ffkl@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.

<table>
<thead>
<tr>
<th>No</th>
<th>Yes</th>
<th>X</th>
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The library has adequate books and online access to the important
journals in the field. In addition, the Women's Center maintains
the most extensive collection of theory books related to women's
and gender studies on campus. The library staff person who is the
Women's Studies liaison has committed to further developing the
collection.

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)

As the proposed course becomes established, it seems reasonable to assume that it will attract students
from undergraduate and graduate programs across the disciplines, as well as from the Women's and
Gender Studies minor. First, it is an upper division, 400-level course whose primary audience is
undergraduates. Undergraduates often report difficulties in locating sufficient upper division courses
they can take to fulfill their requirements for electives, so our proposal will offer students another
option for their upper division credits. Second, some graduate programs allow students to take 400-
level courses as electives, and lack offerings that focus on theories of women and gender. This course
would create an important option for students in such programs. The quality of the education
students receive at UAF will only benefit from the permanent addition of this course to our catalog.

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

We anticipate that this course will have a positive impact on other courses, programs, and
departments. No course in feminist and gender theory currently exists at UAF, so the proposed course
will not compete with the offerings of any other programs or departments. Moreover, the 200-level
course, WMS* 201, that is a prerequisite for the proposed course will likely see an increase in
enrollment. Finally, other WMS* courses and their cross-lists will most likely see an increased
enrollment as a result of the increased interest in the discipline and increased number of students
minoring in WMS*. There are no negative impacts expected for WMS* or for other departments and
programs.
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.

The quality of UAF education will increase with the addition of this course. First, we will be aligning UAF’s curriculum with current national trends, increasing the quality of UAF’s programming. Second, the addition of a theory course is critical if our minor is to fulfill our mission. Students must have an understanding of the broad theories and intellectual history of their discipline if they are to have competence in the field. Third, the proposed course will fulfill both the humanities (h) and social sciences (s) requirements for the curriculum, thus offering students another valuable option they can use to complete their degree requirements in a timely manner. Finally, the trend across the nation has been to expand Women’s Studies programs to include analyses of gender more broadly, and theory courses are fundamental to this important shift in emphases.

APPROVALS:

<table>
<thead>
<tr>
<th>Christine Coff</th>
<th>Date 2/19/10</th>
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<tbody>
<tr>
<td>Signature, Chair, Program/Department of:</td>
<td>Women's Studies</td>
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<td>Date 2/12/10</td>
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<tr>
<td>Signature, Chair, College/School Curriculum Council for:</td>
<td>CLA</td>
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<tr>
<td></td>
<td>Date 2/26/10</td>
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<tr>
<td>Signature, Dean, College/School of:</td>
<td>CLA</td>
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<td></td>
<td>Date</td>
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<tr>
<td>Signature of Provost (if applicable)</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

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<th>Date</th>
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Signature, Chair, UAF Faculty Senate Curriculum Review Committee

### ADDITIONAL SIGNATURES: (If required)

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Signature, Chair, Program/Department of:

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Signature, Chair, College/School Curriculum Council for:

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<th>Name</th>
<th>Date</th>
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Signature, Dean, College/School of:

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<th>Name</th>
<th>Date</th>
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* We are in the process of seeking approval from the Registrar to change the designator for all our courses from WMS to WGS. Please see cover memo.
MEMORANDUM

February 18, 2010

To: Curriculum Council, College of Liberal Arts
cc: Eric Heyne, Interim Dean, College of Liberal Arts
Curricular Affairs Committee, UAF Faculty Senate
From: Chris Coffman, Coordinator, Women’s Studies Program
Subject: Clarification of Paperwork for Program Change and New Course Proposal
Attached: Format 5 (Program/Degree Requirement Change); Format 1 (New Course Proposal)

This memo clarifies the use of course designators on the attached paperwork for the proposed change in Women’s Studies’ program name to Women’s and Gender Studies, and for the proposed new course “Theories in Women’s and Gender Studies.”

In keeping with our current program name, Women’s Studies currently uses “WMS” as the designator for our stand-alone course, WMS 201, as well as for all of our cross-lists (WMS/HIST 202, WMS/ANTH/LING 308, WMS/SOC 320, WMS/HIST 325, WMS/JPN 331, WMS/SOC/PSY 332, WMS/ENGL 333, WMS/JUST 335, WMS/PS 340, WMS/ANS 348, WMS/SWK 350, WMS/COMM 351, WMS/PSY 360, WMS/PHIL 362, WMS/JRN 380, WMS/MUS 410, WMS/HIST 414, WMS/HIST 424, WMS/ED 440, WMS/ANTH 445, and WMS/RD 460).

We are in the process of seeking approval from the Registrar to change the designator for all our courses to WGS. In keeping with the expansion of the focus of our program explained on our paperwork for the Program Change, the three letters of the proposed new designator indicate “Women’s,” “Gender,” and “Studies,” respectively. Jayne Harvie in the Governance Office has been in touch with Tim Stickel in the Registrar’s Office to inquire about the possibility of this change. In the meantime, we continue to use the WMS designator on the attached paperwork.

Please let me know if you have any further questions or concerns about our use of course designators on the attached paperwork.
ATTACH COMPLETE SYLLABUS (as part of this application).

Note: syllabus must follow the guidelines discussed in the Faculty Senate Guide [link].

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.”