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

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**TRIAL COURSE OR NEW COURSE PROPOSAL**

**SUBMITTED BY:**

<table>
<thead>
<tr>
<th>Department</th>
<th>Honors</th>
<th>College/School</th>
<th>Division of General Studies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prepared by</td>
<td></td>
<td>Phone</td>
<td></td>
</tr>
<tr>
<td>Email Contact</td>
<td></td>
<td>Faculty Contact</td>
<td></td>
</tr>
</tbody>
</table>

**1. ACTION DESIRED**

(CHECK ONE):
- [ ] Trial Course
- [X] New Course

**2. COURSE IDENTIFICATION:**

<table>
<thead>
<tr>
<th>Dept</th>
<th>Course #</th>
<th>No. of Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HNRS</td>
<td>280</td>
<td>1</td>
</tr>
</tbody>
</table>

Justify upper/lower division status & number of credits:
This course is open to all Honors students. The seminar will meet once per week for one hour, and thus should carry 1 credit.

**3. PROPOSED COURSE TITLE:**

“Honors Capstone/Research Seminar”

**4. CROSS LISTED?**

(YES/NO)

If yes, Dept: [ ] Course # [ ]
(Requir es approval of both departments and deans involved. Add lines at end of form for such signatures.)

**5. STACKED?**

(YES/NO)

If yes, Dept: [ ] Course # [ ]

**6. FREQUENCY OF OFFERING:**

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

- [ ] Every Spring

**7. SEMESTER & YEAR OF FIRST OFFERING**

(If approved)

- [ ] Spring 2010 (201001)

**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.

<table>
<thead>
<tr>
<th>COURSE FORMAT: (check one)</th>
</tr>
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<tbody>
<tr>
<td>1</td>
</tr>
</tbody>
</table>

- [X] 6 weeks to full semester

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

**9. CONTACT HOURS PER WEEK:**

<table>
<thead>
<tr>
<th>1</th>
<th>LECTURE hours/weeks</th>
<th>LAB hours/week</th>
<th>PRACTICUM hours/week</th>
</tr>
</thead>
</table>

- [ ]

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 for more information on number of credits.

OTHER HOURS (specify type)

**10. COMPLETE CATALOG DESCRIPTION including dept., number, title and credits (50 words or less, if possible):**
HNRS 280: “Honors Capstone/Research Seminar” Honors students who have done a capstone project, a supervised research project (thesis or potential thesis project), or other scholarly activity will have the opportunity to present their work to an audience of their peers. Students who will be doing a capstone/research project in the future will have the opportunity to see both what goes into a scholarly activities project and what kind of opportunities there are at UAF for research/scholarly activities. Students from all disciplines are encouraged to attend.

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.)

<table>
<thead>
<tr>
<th>H = Humanities</th>
<th>N = Natural Science</th>
<th>S = Social Sciences</th>
</tr>
</thead>
</table>

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:

<table>
<thead>
<tr>
<th>O = Oral Intensive, Format 6</th>
<th>W = Writing Intensive, Format 7</th>
<th>Natural Science, Format 8</th>
</tr>
</thead>
</table>

12. 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).

Students can enroll as either pre-project or post-project participants; there are significant differences in the requirements for the two groups.

How many times may the course be repeated for credit? 3 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? CREDIT

13. GRADING SYSTEM:

LETTER: PASS/FAIL: X

14. PREREQUISITES

ENGL 211 or ENGL 213; completion or concurrent registration in COMM 131 or COMM 141

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

RECOMMENDED: asses, etc. that student is strongly encouraged to complete prior to this course.

15. SPECIAL RESTRICTIONS, CONDITIONS

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

If yes, give semester, year, course #, etc.: Offered in 200901 as Special Topics course HONR 293
18. ESTIMATED IMPACT

None. Class will be held at Honors House; the Honors Director will lead the class as part of the duties of the office.

19. LIBRARY COLLECTIONS

Have you contacted the library collection development officer (ffkjlj@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 | Yes | Y | Karen Jensen, 9/24/2008; Library collection is adequate.

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)

1. POSITIVE AND NEGATIVE IMPACTS

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

Will provide encouragement for Honors students to develop and complete Honors capstone projects.

2. 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.

In order to graduate with Honors, each student must complete a capstone project (thesis, design project, or other scholarly activity). In addition, the Honors Program encourages students to broaden their academic horizons and to become active participants in their education. This course is being offered to increase participation in capstone projects, as well as to encourage students to become involved in scholarly activity/research at an earlier part of their academic careers.

By providing students with an appropriate local forum to present their projects, this seminar gives a venue for student projects when the author is not able to travel, and gives those students who will have the chance to present their work to an external audience the opportunity to improve their presentations.

By giving examples of successful student projects, this seminar will give students who might not otherwise pursue scholarly activities to do so, as well as spark ideas for projects. Those students who do not make presentations will be required to write a research/scholarly activities proposal; this proposal can be used as a springboard to find an advisor and/or support for the proposed project.

All students, both presenters and non-presenters, will be required to participate in the question period following each presentation. Class participation will be graded.

There are scheduled to be more than ten speakers for the current Special Topics offering of the course (HONR 293, 200901). Thus, it is anticipated that there will be sufficient speakers for the seminar when it is offered on a regular basis.
**APPROVALS:**

<table>
<thead>
<tr>
<th>Signature, Chair, Program/Department of:</th>
<th>Date</th>
</tr>
</thead>
<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>
</tbody>
</table>

**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**

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

**ADDITIONAL SIGNATURES: (If required)**

<table>
<thead>
<tr>
<th>Signature, Chair, Program/Department of:</th>
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<td>Signature, Dean, College/School of:</td>
<td>Date</td>
</tr>
</tbody>
</table>
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.”
Instructor: Dr. Channon Price, x6106, ffcpp@uaf.edu
Office hours: To be announced.
Class hours: F 5:50pm-6:50pm, Honors House
Prerequisites: Completion of ENGL 211 or ENGL 213, and completion or concurrent registration in COMM 131 or COMM 141.

Text: None.

Description: Honors students who have done a capstone project, a supervised research project (thesis or potential thesis project), or other scholarly activity will have the opportunity to present their work to an audience of their peers. Students who will be doing a capstone/research project in the future will have the opportunity to see both what goes into a scholarly activities project and what kind of opportunities there are at UAF for research/scholarly activities. Students from all disciplines are encouraged to enroll.

Grading: 1 credit. Students will either present their projects, or will write a research/scholarly activities proposal. Following presentations, presenters will answer questions about their work. Each student is responsible for writing out their “muddiest question” at the end of the hour; the instructor will share the responses with the presenter to help them improve their presentation. Class participation will be graded, and no more than two unexcused absences will be allowed. The course will be graded pass/fail.

Schedule: One project presentation per week; the actual schedule of presentations will be coordinated at the beginning of the semester. Students who will not be making a presentation during the semester are required to write a research/scholarly activities proposal. An outline (one page) of the proposal is due at the third meeting of the class; the first draft is due at the seventh meeting of the class; the finished proposal is due at the eleventh meeting of the class. Students will be encouraged to work with potential mentors in the development of their proposals.

Learning Outcomes: All students who complete this course will learn how to participate in a seminar, especially in a seminar outside their academic domain. Students who make a presentation will improve their presentation skills, as well as their ability to field questions about their work. Students who do not make a presentation will gain experience in writing a research proposal.

Remarks: The Honors Program encourages students to broaden their education, to pursue research/scholarly activities, and to actively participate in their education. This seminar will engage participants in all of these ways, as it brings together students from all disciplines to discuss work that has been done by students, and to help prepare students for future projects. Videotaping can be arranged for students who wish to review their presentations.

Disability Services: The Honors Program will work with the Office of Disabilities Services (203 WHIT, x7043) to provide reasonable accommodation to students with disabilities.