

**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**  
 (Attach copy of syllabus)

**SUBMITTED BY:**

<b>Department</b>	<b>Alaska Native Studies and Rural Development</b>	<b>College/ School</b>	<b>CRCD</b>
<b>Prepared by</b>	<b>Pat Sekaquaptewa</b>	<b>Phone</b>	<b>907-474-1539</b>
<b>Email Contact</b>	<b>pssekaquaptewa@alaska.edu</b>	<b>Faculty Contact</b>	<b>Pat Sekaquaptewa</b>

<b>1. ACTION DESIRED</b> (CHECK ONE):	Trial Course	<input type="checkbox"/>	New Course	<input checked="" type="checkbox"/>
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<b>2. COURSE IDENTIFICATION:</b>	Dept	<b>RD</b>	Course #	<b>435</b>	No. of Credits	<b>3</b>
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Justify upper/lower division status & number of credits:	Course builds upon Rural Development coursework to analyze policymaking between tribes, the state, and federal government. Students will be required to attend 3 hours of class per week; to complete ~40 -60 pages of reading per week; to complete 3 Reflection Papers (3-4 pages, double-spaced) (based upon the readings); and to research and draft a final White Paper (5-6 pages, single-spaced, with sources); and to make a 20-25 minute presentation on their White Paper.
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<b>3. PROPOSED COURSE TITLE</b>	<b>Participatory Policy-Making in Tribal, State, and Federal Government</b>
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<b>4. To be CROSS LISTED?</b> YES/NO	<b>Yes</b>	If yes, Dept:	ANS	Course #	435
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NOTE Cross-listing requires approval of both departments and deans involved. Add lines at end of form for additional required signatures.

<b>5. To be STACKED?*</b> YES/NO	<b>No</b>	If yes, Dept.	n/a	Course #	n/a
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How will the two course levels differ from each other? How will each be taught at the appropriate level?:	n/a
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\* Use only one Format 1 form for the stacked course (not one for each level of the course!) and attach syllabi. Stacked course applications are reviewed by the (Undergraduate) Curricular Review Committee and by the Graduate Academic and Advising Committee. Creating two different syllabi (undergraduate and graduate versions) will help emphasize the different qualities of what are supposed to be two different courses. The committees will determine: 1) whether the two versions are sufficiently different (i.e. is there undergraduate and graduate level content being offered); 2) are undergraduates being overtaxed? 3) are graduate students being undertaxed? In this context, the committees are looking out for the interests of the students taking the course. Typically, if either committee has qualms, they both do. More info online – see URL at top of this page.

<b>6. FREQUENCY OF OFFERING:</b>	<b>Fall Odd-numbered years</b>
	Fall, Spring, Summer (Every, or Even-numbered Years, or Odd-numbered Years) — or As Demand Warrants

<b>7. SEMESTER &amp; YEAR OF FIRST OFFERING</b> (Effective AY2015-16 if approved by 3/31/2015; otherwise AY2016-17)	<b>Fall 2017</b>
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**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)	<input type="checkbox"/>	1	<input type="checkbox"/>	2	<input type="checkbox"/>	3	<input type="checkbox"/>	4	<input type="checkbox"/>	5	<input checked="" type="checkbox"/>	6 weeks to full semester
OTHER FORMAT (specify)												
Mode of delivery (specify lecture, field trips, labs, etc)	<b>Lecture</b>											

<b>9. CONTACT HOURS PER WEEK</b>	<b>3</b>	<b>LECTURE</b> hours/weeks		<b>LAB</b> hours/week		<b>PRACTICUM</b> hours/week
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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.uaf.edu/uafgov/faculty-senate/curriculum/course-degree-procedures/guidelines-for-computing/> for more information on number of credits.

<b>OTHER HOURS (specify type)</b>	<b>n/a</b>
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**10. COMPLETE CATALOG DESCRIPTION** including dept., number, title, credits, credit distribution, cross-listings and/or stacking (50 words or less if possible):

Example of a complete description:

**FSH F487 W, O Fisheries Management**  
3 Credits Offered Spring

Theory and practice of fisheries management, with an emphasis on strategies utilized for the management of freshwater and marine fisheries. *Prerequisites: COMM F131X or COMM F141X; ENGL F111X; ENGL F211X or ENGL F213X; ENGL F414; FSH F425; or permission of instructor. Cross-listed with NRM F487. (3+0)*

**RD F435 Participatory Policy-Making in Tribal, State, & Federal Government**

3 Credits

Offered Fall Odd-numbered years

This course analyzes the policymaking and lobbying processes of the American political system, with a focus on the relationship between tribes, U.S. Congress, federal agencies, and the U.S. Supreme Court. Uses comparative case studies of national, state of Alaska, and tribal issues, policies, and laws impacting rural Alaskans. Cross-listed with ANS 435.

Prerequisites: RD F300; senior standing; or permission of instructor.

Recommended: RD 110

**Lecture + Lab + Other: 3 + 0 + 0**

**11. COURSE CLASSIFICATIONS:** Undergraduate courses only. Consult with CLA Curriculum Council to apply Sor H classification appropriately; otherwise leave fields blank.

H = Humanities	<input type="checkbox"/>	S = Social Sciences	<input type="checkbox"/>
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Will this course be used to fulfill a requirement for the baccalaureate core? If YES, attach form.	<b>YES:</b>	<input type="checkbox"/>	<b>NO:</b>	<input checked="" type="checkbox"/>
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IF YES, check which core requirements it could be used to fulfill:

O = Oral Intensive, Format 6	<input type="checkbox"/>	W = Writing Intensive, Format 7	<input type="checkbox"/>	X = Baccalaureate Core	<input type="checkbox"/>
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**11.A Is course content related to northern, arctic or circumpolar studies? If yes, a added in the printed Catalog, and flagged in Banner.**

“snowflake” symbol will be

<b>YES</b>	<input checked="" type="checkbox"/>	<b>NO</b>	<input type="checkbox"/>
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**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).

n/a

How many times may the course be repeated for credit?

n/a

TIMES

If the course can be repeated for credit, what is the maximum number of credit hours that may be earned for this course?

n/a

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?

n/a

CREDITS

**13. GRADING SYSTEM:** Specify only one. Note: Changing the grading system for a course later on constitutes a Major Course Change – Format 2 form.

LETTER:  PASS/FAIL:

**RESTRICTIONS ON ENROLLMENT (if any)**

**14. PREREQUISITES**

RD F300; senior standing; or permission of instructor

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

**15. SPECIAL RESTRICTIONS, CONDITIONS**

n/a

**16. PROPOSED COURSE FEES**

\$ none

Has a memo been submitted through your dean to the Provost for fee approval?

Yes/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.:

n/a

**18. ESTIMATED IMPACT**

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

The department has the resources and faculty to offer this course.

**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

Yes

Library collections are 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)

DANSRD is missing a 400 level course that explores the process for participatory law and policy making for rural and Native Alaskans – at the tribal, state, and national levels. This course would fill the gap.

**21. POSITIVE AND NEGATIVE IMPACTS**

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

This will be a new addition to the catalog that focuses on topics critical to rural Alaska. It is important for both ANS and RD undergraduate students and may be of interest to RD MA students. Other students with an interest in policymaking may also be drawn to the class. There are no anticipated negative impacts.

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**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 explores an essential topic for Rural Development and Alaska Native Studies students, the process for participatory law and policy making for rural and Native Alaskans – at the tribal, state, and national levels, and fills a gap in DANSRD course offerings. It. It will be a required course in the new Tribal and Municipal Governance concentration in Rural Development (format 5 submitted).**

**APPROVALS: Add additional signature lines as needed.**

	Date	
Signature, Chair, Program/Department of: <input type="text"/>		

	Date	
Signature, Chair, College/School Curriculum Council for: <input type="text"/>		

	Date	
Signature, Dean, College/School of: <input type="text"/>		

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

	Date	
Signature of Provost (if above level of approved programs) <input type="text"/>		

**ALL SIGNATURES MUST BE OBTAINED PRIOR TO SUBMISSION TO THE GOVERNANCE OFFICE**

	Date	
Signature, Chair Faculty Senate Review Committee: <input type="checkbox"/> Curriculum Review <input type="checkbox"/> GAAC <input type="checkbox"/> Core Review <input type="checkbox"/> SADAC		

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

	Date	
Signature, Chair, Program/Department of: <input type="text"/>		

	Date	
Signature, Chair, College/School Curriculum Council for: <input type="text"/>		

	Date	
Signature, Dean, College/School of: <input type="text"/>		

**ATTACH COMPLETE SYLLABUS (as part of this application).** This list is online at:

<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 items 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 is a convenient way to publicize this.) Link to PDF summary of grading policy for "C":

[http://www.uaf.edu/files/uafgov/Info-to-Publicize-C\\_Grading-Policy-UPDATED-May-2013.pdf](http://www.uaf.edu/files/uafgov/Info-to-Publicize-C_Grading-Policy-UPDATED-May-2013.pdf)

##### **11. Support Services**

Describe the student support services such as tutoring (local and/or regional) appropriate for the course.

**12. Disabilities Services:** Note that the phone# and location have been **updated**. <http://www.uaf.edu/disability/> The Office of Disability Services implements the Americans with Disabilities Act (ADA), and ensures 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.

5/21/2013

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RD 435 x 105435 format 1

APPROVALS: Add additional signature lines as needed.

[Signature] Date 10/17/16  
Signature, Chair, Program/Department of: DANSRD

[Signature] Date 10/14/16  
Signature, Chair, College/School Curriculum Council for: Rural Community Development

[Signature] Date 10/17/16  
Signature, Dean, College/School of: CRCD

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

[Signature] Date [ ]  
Signature of Provost (if above level of approved programs)

ALL SIGNATURES MUST BE OBTAINED PRIOR TO SUBMISSION TO THE GOVERNANCE OFFICE

[Signature] Date [ ]  
Signature, Chair Faculty Senate Review Committee: \_\_\_ Curriculum Review \_\_\_ GAAC