

Submit original with signatures to Registrar's Office
Send electronic copy to the Governance Office

CHANGE COURSE (MINOR)

MINOR CHANGES INCLUDE ONLY THE FOLLOWING:

1. Frequency of offering.
2. Minor editorial changes in title and/or course description.
3. Jointly approved proposals for cross-listing current courses. (Requires approval of both departments and deans involved. Add lines at end of form for additional signatures.)
(Stacking of 400/600 level courses is not considered a minor change.)
4. Change in course number that does not involve a change in **lower/upper** division status.
5. Internal departmental changes in NON-CORE course prerequisites. Changes do not affect courses (or degree programs) offered by other departments.

If changes cannot be considered "Minor" (as defined above), use the **FORMAT 2 - CHANGE COURSE (MAJOR)** and **DROP COURSE** form. Include program change form (Format 5 or 5A) as appropriate.

Catalog deadlines apply. Send Minor Change requests directly to the Registrar's Office after Dean's approval. (Please send informational e-copy to the UAF Governance Office.)

SUBMITTED BY:

Department	Developmental Education	College/School	CRCD
Prepared by	C. Hardy	Phone	-5983
Email Contact	clhardy@alaska.edu	Faculty Contact	Cindy Hardy, Developmental Education

See <http://www.uaf.edu/uafgov/faculty-senate/curriculum/course-degree-procedures-/> for a complete description of the rules governing curriculum & course changes.

1. COURSE IDENTIFICATION:

Dept	DEVE	Course #	F109	No. of Credits	3
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COURSE TITLE	Preparatory College Writing III
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2. ACTION DESIRED: Indicate what is changing with an "X" or checkmark:

NUMBER	<input type="checkbox"/>	TITLE	<input type="checkbox"/>	DESCRIPTION	<input checked="" type="checkbox"/>
PREREQUISITES	<input type="checkbox"/>	FREQUENCY OF OFFERING		<input type="checkbox"/>	<input type="checkbox"/>
CROSS-LISTED	<input type="checkbox"/>	Dept.	<input type="checkbox"/>	(Requires approval of both departments and deans involved. Add lines at end of form for such signatures.)	

3. CURRENT CATALOG DESCRIPTION AS IT APPEARS IN THE CATALOG: including dept., number, title and credits. (Use online Catalog to cut and paste.)

DEVE F109 Preparatory College Writing III

3 Credits
The purpose of this course is to strengthen students' preparatory college writing skills needed for ENGL F111X, including research, writing and revising, and critical reading skills. Prerequisites: Permission of instructor. (3+0)

4. MARK-UP OF COMPLETE CATALOG DESCRIPTION ILLUSTRATING CHANGES: (Underline new wording ~~strike through old wording~~ and use complete catalog format including dept., number, title, credits and cross-listed and stacked.)

DEVE F109 Preparatory College Writing III

3 Credits

The purpose of this course is to strengthen students' preparatory Intensive preparatory work in the college writing skills needed for ENGL F111X, including research, writing and revising, and critical reading skills. **Prerequisites:** Appropriate placement test scores, C or better in DEVE 104/DEVS 105. (3+0)

5. IS THIS COURSE CURRENTLY CROSS-LISTED?

YES/NO	NO	If Yes, DEPT		NUMBER	
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(Requires written notification of each department and dean involved. Attach a copy of written notification.)

6. ESTIMATED IMPACT

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

None.

7. 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)

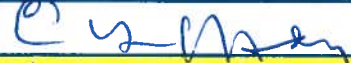
None.

JUSTIFICATION FOR ACTION REQUESTED

The purpose of the department and campus-wide curriculum committees is to scrutinize course change 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 drop a prerequisite, is it because the material is covered elsewhere? 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.

This change is a result of writing placement changes approved by the Faculty Senate Fall 2013, which align UAF's writing placement ranges with those of UAA/UAS. This course fills a gap in the placement ranges caused by the higher placement range for English 111X. This change also updates the course description so that it is more detailed and better reflects the content of the course as currently taught, including the new placement process.

APPROVALS: Add signature blocks as necessary (e.g., cross listing approvals)

	Date	2/12/14
Signature, Chair, Program/Department of:	Developmental Education	

	Date	
Signature, Chair, College/School Curriculum Council for:		

	Date	
Signature, Dean, College/School of:		

ALL SIGNATURES MUST BE OBTAINED PRIOR TO SUBMISSION TO THE REGISTRAR'S OFFICE

Date

Received Registrar's Office