FORMAT 2

FORMAT Submit originals (including syllabus) and one copy and electronic copy to the Faculty Senate Office

College of Liberal Wits uaf.edu/uafgov/faculty-senate/curriculum/course-degree-procedures-/ for a complete description of the rules governing curriculum & course changes.

CHANGE COURSE (MAJOR) and DROP COURSE PROPOSAL

Attach a syllahus except if dre

Department	Communication & Journalism		College/School			College of Liberal Art			
Prepared by	10000	ney Pagl			Phone			College of Liberal A	
Email Contact				odn.		Contact			
zman comme	mail Contact courtney.pagh@alaska.edu		raculty C	Faculty Contact		Charles Maso			
COURSE IDE	NTIFICATI	ON: As th	e course i	now evists					
	СОММ		Course #	F351	No. o	of Credits	3		
COURSE TITL	E (Gender an	d Commu	ınication					
ACTION DES	IRED: √ C	heck the d	changes to	he made t	o the existing	COURCO			
Change Course	9	If Chan changir	ge, indica	te below w	hat is		o Course	X	
NUMBER		Г	TITLE			ESCRIPTIC) I		
PREREQUISIT	ES*					CY OF OF			
*Prerequisites	will be req	uired befo	re a stude	nt is allowe	d to enroll in	the course.	· EMI/TG		
CREDITS (incl	uding cred	it distribu	tion)			COURSE	I		
ADD A STACK	ED LEVEL		Dor	.+		ASSIFICATI	ON		
(400/600) Include syllabi.	ED ELVEE		Dep). 		ourse #			
How will the other? How w			the appro						
qualities of what sufficiently differ	are suppose ent (i.e. is the sudents being cally, if either	eating two o d to be two ere undergi g undertaxe	different syl different c aduate and ed? In this o	Tabi—underg ourses. The c I graduate lev context, the c ns, they both	graduate and gracommittees will yel content bein committees are land. More info content of the	eduate version determine: 1 g offered); 2 looking out f online – see l	ns—will he) whether to are unders or the inter JRL at top	elp emplethe two graduate ests of the plant of this part	s being overtaxed?; ne students taking age.
LISTIN			& No.	line	Requires approval of both departments and deans involved. Add lines at end of form for additional signatures.		mvolved. Add		
CROSS-LISTING & NO.		equires notification of other department(s) and mutual agreement. Attach copy of email or memo.							
OTHER (specify	1)								
COURSE FORM NOTE: Course ho	urs may not by the colle	ege or school	or's curricu	lum council i	and the appropri	riate Faculty	Senate curi ore Review	riculum	ittee.
nust be approved urthermore, any COURSE FOR (check all that a	MAT:			2	3	4	5		6 weeks to full semester

H = Humanities	S = Social S	ciences			
Will this course be used to fulfill for the baccalaureate core?	a requirement	YES		NO	
IF YES*, check which core requireme	ents it could be used to fulfill:	1			
O = Oral Intensive, *Format 6 also submitted	W = Writing Intensive, *Format 7 submitted		X = Bace	calaureate Co	ore
A Is course content related to northern the printed Catalog, and flagged in Ba YES NO	, arctic or circumpolar studies? If yes, anner.	a "snow	flake" syml	ool will be a	dded ii
COURSE REPEATABILITY:					
Is this course repeatable for credit?	YES NO				
Justification: Indicate why the course example, the course follows a different	can be repeated (for theme each time).				
How many times may the course be re	epeated for credit?			Т	IMES
If the course can be repeated with var	iable credit, what is the maximum num	per of cre	edit hours		CRED
that may be earned for this course?					CKLD
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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 contact and resolution. If not, explain why not. No X Yes N/A MPACTS ON PROGRAMS/DEPTS: What programs/departments will be affected by this proposed action? Include information on the Programs/Departments contacted (e.g., email, memo) COMM and WGS; I emailed Diana Di Stefano, WGS Coordinator, notifying her of this change on 11/28/16. ### COMM AND WGS, I emailed Diana Di Stefano, WGS Coordinator, notifying her of this change on 11/28/16. #### POSITIVE AND NEGATIVE IMPACTS Please specify positive and negative impacts on other courses, programs and departments resulting from the proposed action. Positive: Will eliminate redundant course offerings and better serve our students Negative: None USTIFICATION FOR ACTION REQUESTED the purpose of the department and campus-wide curriculum committees is to scrutinize course change and new couplications to make sure that the quality of UAF education is not lowered as a result of the proposed change. Plea didress this in your response. This section needs to be self-explanatory. If you ask for a change in \$ of credits, expliny, are you increasing the amount of material covered in the class? If you drop a prerequisite, is it because the microvered elsewhere? If course is changing to stacked (400/600), explain higher level of effort and performance requipant of students earning graduate credit. Use as much space as needed to fully justify the proposed change and plain what has been done to ensure that the quality of the course is not compromised as a result. **ACVALS:** (Additional signature blocks may be added as necessary.)** **Duke** **Posture Stevensor** **	ESTIMATED IMPACT		
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Signature of Provost (if applicable)			
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DITIONAL SIGNATURES: (As needed for cross-I	listing and/or stacki	ing; add m	ore blocks as necessary.
Siana DiStefano		Date	February 24, 2017
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Note: If <u>removing</u> a cross-listing, attach copy of email or memo to indicate mutual agreement of this action by the affected department(s). If degree programs are affected, a Format 5 program change form must also be submitted.

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):

 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 o "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
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