

Curricular Affairs Committee (CAC)
Year-End Report AY 2017-2018
Eileen M. Harney, Chair

MOTIONS PASSED:

Motion to Amend AHEAD Enrollment Policy

November 6, 2017 (Tabled)

<https://docs.google.com/document/d/1dtjC0Zd6eGmtgOnKZjRD7hw6XEAbc6-uKdsc4xes5Z0/edit#bookmark=id.e0e5og2o2l28>

December 4, 2017 (Passed Unanimously as Amended)

<http://www.uaf.edu/files/uafgov/Motion-to-amend-the-AHEAD-enrollment-policy.pdf>

The motion enrolls AHEAD high school students as pre-majors. Students will be enrolled as Bachelor-Intended and will receive the level of support and advising provided to pre-major General Studies students (See <http://www.uaf.edu/files/uafgov/Motion-to-amend-Pre-Majors-Policy.pdf>). This motion was initially tabled by Faculty Senate at the November 6, 2017 Meeting and was amended at the December Meeting to remove the language regarding First Year Experience courses once the Pre-Major Policy Motion was pulled from the December agenda (see below).

Motion to Amend the Policy on Transfer Credits

December 4, 2017 (Passed Unanimously)

Introduced by Nicole Cundiff

<http://www.uaf.edu/files/uafgov/Motion-to-amend-the-policy-on-transfer-credits-Final.pdf>

The motion updates the policy regarding transfer students who have completed certain associate degrees. UAF will consider its general education requirements fulfilled by those students transferring in with associate degrees from regionally accredited institutions that design their associate degrees to transfer to four-year institutions.

Motion to Update the Incomplete Grade Policy

December 4, 2017 (Passed Unanimously)

<http://www.uaf.edu/files/uafgov/Motion-to-amend-the-incomplete-grade-policy.pdf>

The Registrar's Office brought the recommendation that the incomplete grade policy be updated in order to clarify the notification process and to establish a formal process for extending an incomplete beyond the one-year limit. Such extensions will be considered "in extraordinary circumstances which are beyond the student's control" (see motion).

Motion to Amend the Policy on Course Withdrawals

December 4, 2017 (Passed Unanimously as Amended)

<http://www.uaf.edu/files/uafgov/Motion-to-amend-the-policy-on-course-withdrawals.pdf>

The Registrar's Office brought the recommendation for online withdrawal to the Curricular Affairs Committee at the beginning of the Fall semester. UAF requires mandatory advising; UAS and UAA do not require mandatory advising. UAF students are allowed to add and drop courses using UAOnline without following up with their advisors; however, withdrawals still required an advisor's signature. This poses problems for online students and for students from UAA and UAS who are taking courses at UAF. The Curricular Affairs Committee firmly supports UAF's mandatory advising policy and intends for this online withdrawal process to encourage students as strongly as possible to seek advising before withdrawing from a course.

There was one amendment at the Faculty Senate meeting. The language on the button to withdraw was changed from “I Agree” to “I Agree to Withdraw”.

Motion to Allow UAF Associate of Arts & Associate of Science Degrees to Meet GER April 2, 2018 (Passed)

<http://www.uaf.edu/files/uafgov/Motion-to-Allow-UAF-AA-and-AS-to-Meet-GER.pdf>

The Curricular Affairs Committee brought this motion to Faculty Senate largely to address an oversight in the general education requirement policy. While transfer students with Associate of Arts and Associate of Science from regionally accredited institutions are considered to have completed the general education requirements at UAF, students who received Associate of Arts and Associate of Science degrees from UAF were not. This allows students who earned one of these degrees at UAF to also be considered to have completed the general education requirements.

Motion to Approve the New Occupational Endorsement Request April 2, 2018 (Passed)

<http://www.uaf.edu/files/uafgov/Motion-to-Approve-New-Occupational-Endorsement-Request.pdf>

This motion clarifies the workflow for Occupational Endorsement Requests within the new CourseLeaf system. The motion passed in Faculty Senate without discussion.

Motion to Amend the Syllabus Checklist

Introduced by Nicole Cundiff

December 4, 2017 (Tabled with eight nays)

https://docs.google.com/document/d/1pCy2_PMImy-Fc-y0sql8yxdtSG5lj3e8S90IDKhzABI/edit

March 5, 2018 (Tabled with nine nays)

https://docs.google.com/document/d/1pazWx2_T-tO64EfzuKrk2ZOHHJPsaysv6fYT5Rp4I/edit

Additional Material for March 5, 2018 (Draft of Student Handbook for Syllabus Checklist)

<https://cms-test.alaska.edu/handbook/>

April 2, 2018 (Passed)

<http://www.uaf.edu/files/uafgov/Motion-to-Amend-the-Syllabus-Checklist.pdf>

The syllabus checklist came to the Curricular Affairs Committee in September from the Curriculum Review Committee. The Curricular Affairs Committee designated a subcommittee (Subcommittee Chair, Nicole Cundiff) to work on and propose revisions and updates to the checklist. The new electronic version of the checklist was initially brought to Faculty Senate in December and again in March. Questions were posed at both meetings and further clarifications requested. Much of the discussion focused on the language surrounding Title IX and the amount of information expected to appear in syllabi. The subcommittee began work on an online Student Handbook (see above), which will house much of the information regarding student services, rights, and protections. The Dean of Students Office will house the link on its website.

**Motion to Adopt an Alaska Native Themed Requirement as a Degree Requirement
February 5, 2018 (Discussion Item)**

<https://docs.google.com/document/d/1x2Nflsx7Lh3TzQxvRhyd9rfZjpWpzrKI-Qys8iRMam4/edit>

March 5, 2018 (Discussion Item with Draft Motion)

https://docs.google.com/document/d/1kzoc3y7VxDVIDh7Ejnp46aWEj2MGv-dL-ePITNsl_XM/edit

April 2, 2018 (Passed with nine nays, and three abstentions)

<http://www.uaf.edu/files/uafgov/Motion-to-adopt-an-AK-Native-Themed-degree-requirement.pdf>

**Attached Rubric (Amended in April Faculty Senate Meeting to include
“and/or” rather than “and”)**

Chancellor White’s Acknowledgement Memo

https://drive.google.com/file/d/0B-J_C1EOETyNOUpKWm5adXhOTIZSak5ZemhSSTVWYjNQUF9n/view

Curricular Affairs Committee’s Response Memo to Chancellor White

<https://drive.google.com/file/d/19jOH0PrDvxeKCCcRZg8A2v0kAkqTEj11/view>

The Curricular Affairs Committee was charged with proposing the details of an Alaska Native Themed (ANT) Requirement. A subcommittee was formed and members began work on the requirement in Spring 2017 (See the Curricular Affairs Committee’s end-of-the-year-report for 2016-2017: <http://www.uaf.edu/files/uafgov/Curricular-Affairs-Committee-6-17-Year-End-Report.pdf>). After much discussion, members determined that the requirement was best implemented as a graduation requirement. This will allow ANT classes to be at all undergraduate course levels (100-400), which is needed if UAF is going to meet enrollment demands. Courses will include face-to-face, online, and distance options. The ANT requirement—to the extent possible—is intended to be used in conjunction with other requirements.

The committee initially planned for the requirement to be implemented in Fall 2018. However, following the March 2018 Faculty Senate meeting at which the draft motion was listed as a discussion item, the Curricular Affairs Committee decided it would be better to implement the requirement in Fall 2019 in order to give the UAF community time to prepare for the implementation of the new requirement. This will also give the committee time to address any questions and/or concerns voiced over the year.

Following Faculty Senate’s approval of the motion, Chancellor White acknowledged the memo but included requests for further clarification as to why the motion is for an ANT graduation requirement and not a GER (see above). Eileen M. Harney submitted a response on behalf of the Curricular Affairs Committee (see above). The School of Management voiced concerns about how the requirement will affect their programs and cited time-sensitive issues. The ANT subcommittee volunteered to work over Summer 2018 to address these concerns. The subcommittee’s objective is to find a solution that is acceptable to all parties involved by the end of the summer.

**Motion to Update the Regulations and Guidelines on Course Stacking
May 7, 2018 (Passed)**

<http://www.uaf.edu/files/uafgov/Motion-to-update-the-regulations-and-guidelines-on-course-stacking.pdf>

This was a joint motion of the Curricular Affairs Committee and Graduate Academic & Advisory Committee. The updated language reflects the clarifications necessary for CourseLeaf coding. The guidelines for stacked courses will appear in a guidebook for faculty, which is currently under construction by Emily Perryman, Governance Office Manager.

NEW PROGRAMS PASSED:

**Motion to Approve the New Bachelor of Sport and Recreation Business Degree
February 5, 2018**

<http://www.uaf.edu/files/uafgov/Signed-Motion-to-approve-new-program-BSRB.pdf>

**Motion to Approve the New Program Bachelor of Applied Management
March 5, 2018**

<http://www.uaf.edu/files/uafgov/Motion-to-Approve-New-Program-BAM.pdf>

MOTIONS TABLED:

**Motion to Amend Pre-Major Policy (Tabled at the November 6, 2017 Meeting and
withdrawn from the December agenda)**

<https://docs.google.com/document/d/1dtJC0Zd6eGmtgOnKZjRD7hw6XEAbc6-uKdsc4xes5Z0/edit#bookmark=id.49poc5u5x1cr>

The Curricular Affairs Committee brought the amendment to Faculty Senate to address ongoing concerns regarding how best to support pre-major students. In April 2017, Faculty Senate unanimously voted to admit all pre-majors as General Studies students (<http://www.uaf.edu/files/uafgov/Motion-to-amend-Pre-Majors-Policy.pdf>). The present motion would have ensured that pre-major students take a one-credit First Year Experience course as part of the 14 credits they need to complete prior to being admitted as a major.

Members of Faculty Senate voiced a number of concerns at the November meeting and asked the Curricular Affairs Committee to provide more information at the December meeting. The Curricular Affairs Committee prepared the information but decided shortly before the December meeting to withdraw the motion from the agenda.

**Motion for Mandatory Summer Advising (Tabled at the May 7, 2018 Meeting and
Moved to September 2018 Meeting)**

<https://docs.google.com/document/d/19vT34bAkZwYn8jz1svUqyW1iNKgtEnq6as1JOUdhMH8/edit>

This motion aims ensure that degree-seeking students are provided the same level of advising in the Summer semester as during the Fall and Spring semesters. Now that Summer is considered a “regular semester” and the same academic and financial risks exist for students in the Summer as in the Fall and Spring semesters, degree-seeking students

should receive the same level of advising in for the Summer semester as for the other semesters. The intention is for this policy to go into effect in Summer 2019.

LOOKING TOWARD 2018-2019:

ANT Requirement

The ANT subcommittee will

- review syllabi and compile the preliminary list of courses for the graduation requirement
- write a statement for the Cornerstone and address concerns as they arise
- contact individual school and offices to ensure as smooth a “roll out” as possible for the requirement

Incomplete/No Basis/Faculty-Initiated Withdrawal

The Curricular Affairs Committee will look at the best practices regarding these options.

The A+ Controversy

The Curricular Affairs Committee will consider whether to propose that the grade of A+ be differentiated from an A (4.0).

Mathematics B.A. Requirement

The Curricular Affairs Committee will continue its discussion on the role of Mathematics courses in the B.A. degree.

Decorations/Ornamentations for Civil Engagement and Diversity Requirements

The Curricular Affairs Committee will assign a subcommittee to explore the possibility of adding these requirements (as proposed in GERC’s 2014 report) and the best manner in which to do so.

Course Length

The Curricular Affairs Committee will consider how long a course can extend (i.e. over how many semesters).