

AGENDA

December 13, 2013
15:00

NOVATNEY 102
Conference Room

1 800 893 8850
Presenter PIN: 2064283
Participant PIN: 2064499

Sequence of Events:

1. Call to order
2. Approval of minutes
 - a. Is the "Tape count" indication helpful?*
3. Presenters:
 - a. Katy Spangler (katy.spangler@uas.alaska.edu). First reading of *previously tabled* 14-26 and 14-27 Alaska Children's Literature. (Syllabus has been added to the shared drive) Related to *previously tabled* 14-29
 - b. Lance Twitchell (latwitchell@uas.alaska.edu). (First reading of 14-31 AKL 120 and 14-32 AKL 350)
 - c. Jeffrey Lofthus (jeffrey.lofthus@uas.alaska.edu). Second reading of 14-25 ED460 (Requested outlines have been added to the shared drive)*
4. First reading of 14-30
5. Second readings of *previously tabled* 14-04 Psychological Testing, (14-06 to 14-09), (14-12 to 14-19), (14-21 to 14-24) and 14-28
6. Adjournment


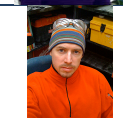
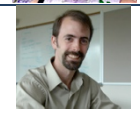


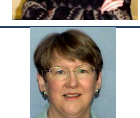
Member Substitutions:

Calling in: Chris Urata

Our next meeting: January 17, 2014 @ 15:00

*Red Typeface denotes changes made since the first draft of the agenda.

MEMBERSHIP

	CAREER ED CHRIS URATA chris.urata@uas.alaska.edu <i>Recidivist</i>		CIOS EVE DILLINGHAM eve.dillingham@uas.alaska.edu <i>Recidivist</i>		EDUCATION ALBERTA JONES alberta.jones@uas.alaska.edu <i>Recidivist</i>
	HUMANITIES PEDAR DALTHORP prdalthorp@uas.alaska.edu <i>Recidivist</i>		KETCHIKAN (non-voting) BILL URQUHART wlorquhartii@uas.alaska.edu <i>Rookie</i>		LIBRARY BETHANY WILKES bawilkes@uas.alaska.edu <i>Rookie</i>
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	SOCIAL SCIENCES ERICA HILL erica.hill@uas.alaska.edu <i>Recidivist</i>		EX OFFICIO Rick Caulfield represented by CAROL HEDLIN carol.hedlin@uas.alaska.edu		EX OFFICIO BARBARA HEGEL barbara.hegel@uas.alaska.edu
	EX OFFICIO VIRGIL FREDENBERG virgil.fredenberg@uas.alaska.edu		EX OFFICIO JAN CRICHTON jan.crichton@uas.alaska.edu		PROVOST OFFICE EX OFFICIO GILLIAN HAYS ghays@uas.alaska.edu

FACT SHEET

UCC Shared Drive

MAC:

(Command K) from the Finder and enter: **smb://berling.main.uas.ad/curriculum\$**

PC:

Map network drive and enter: **\\berling\curriculum\$**
-or some people have had luck with: **\\137.229.218.52\curriculum\$**

If you are denied access, you may need to preface you ualD with "ua\" ie: ua\tfjones@uas.alaska.edu

This drive contains all pending and approved curriculum proposals, the curriculum committee spreadsheet, meeting minutes and files containing the audio record of UCC meetings. It should be read-only available to anyone on a UAS campus.

Schedule

UCC MEETINGS

Are scheduled for the third Friday of every month at 15:00 to 17:00 (coinciding with payroll disbursement).
Meet in the Novatney 102 conference room (confirmed for the 2013-2014 academic year).

General Conduct Of Meetings

UCC MEETINGS

Will endeavor to follow Robert's Rules of Order.

Passing Of Readings

QUORUM

60% Participation of the 8 voting members= 4.8, rounded up to 5 voting members (coincidentally a simple majority)

FIRST

Require a movement to pass and a seconding of that movement. A vote is not required.

SECOND

Require a movement to pass and a seconding of that movement followed by discussion and a majority vote to pass.

Deadlines

Proposals submitted by the **October 1st** deadline are eligible for implementation and inclusion in the catalog in seven months.

January	February	March	April	May	June	July	August	September	October <i>Submission</i>	November	December
January	February	March	April	May <i>Conclusion</i>	June	July	August	September	October	November	December

Proposals submitted by the **March 1st** deadline are eligible for implementation and inclusion in the catalog in fourteen months.

January	February	March <i>Submission</i>	April	May	June	July	August	September	October	November	December
January	February	March	April	May <i>Conclusion</i>	June	July	August	September	October	November	December

Forms/Submitting Materials

UCC DOES NOT ACCEPT ANALOG PROPOSAL FORMS!

From the faculty handbook forms page, CURRICULUM FORMS MUST BE **DOWNLOADED, SAVED AND OPENED WITH ACROBAT READER TO WORK PROPERLY**. Apple's Preview application, for instance, corrupts PDFs and makes them unsignable, even if subsequently opened with Acrobat Reader or Professional.

New course proposals must be accompanied by a syllabus.

New program proposals must be accompanied by the PAR form.

UCC Contact Point

Curriculum questions may be directed to appropriate curriculum committee representatives and to:

UAS_jycurriculum@uas.alaska.edu

This address also serves as the entry point for curriculum proposals following the acquisition of requisite signatures.

When in Doubt

Consult the latest version of the UAS Faculty Handbook