

AGENDA

November 15, 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
3. Scheduling of next meeting
4. Review of updated curriculum forms (contact hours, PAR form, FS President signature, size of tables)
5. Second readings of 14-04, 14-05, 14-06, 14-08, 14-09, 14-10 (14-10 2+2, "by snorkeling", "Travel to tropical sites is a required course component", "and instructor permission required" all approved by Heidi.)
6. First readings of 14-07 and 14-12 to 14-30 (Dependent on time allowances and presence of Faculty Senate signatures)
7. Adjournment

Presenters:




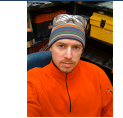
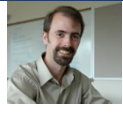
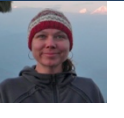



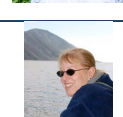
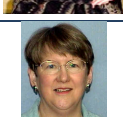

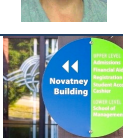

1. Jeffrey Lofthus and Katy Spangler (14-24 14-29 Elementary Education) (Moved to the front of the list to avoid the possibility of attending two consecutive UCC meetings without being heard)
2. Brian Vander Naald (14-07 Economics Minor)
- ~~3. Amanda Sesko (14-08 Data Analysis in the Social Sciences)~~
4. Heidi Pearson (14-10 Tropical Marine)
5. Reid Brewer (14-12 and 14-13 Fish Tech)
6. Dale Miller (14-14 to 14-20 Marine Transportation)
7. Pete Traxler for Tom Dolan (14-21 and 14-22 Diesel)

(In the interest of addressing the proposals of guest presenters first and sparing them the grief of sitting through impertinent portions of our meetings, it'd be helpful to place them on the agenda with some advanced notice.)

Member Substitutions: ?

Our next meeting: TBD @ 15:00

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>
	MANAGEMENT ANSELM STAACK anselm.staack@uas.alaska.edu <i>Recidivist</i>		NATURAL SCIENCES CHRIS HAY-JAHANS christopher.hayjahans@uas.alaska.edu <i>Recidivist</i>		SITKA (non-voting) MARNIE CHAPMAN marnie.chapman@uas.alaska.edu <i>Recidivist</i>
	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\ufjones@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 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 ACRBAT 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.

UCC Contact Point

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

UAS_CurriculumCommittee@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