



UNIVERSITY of ALASKA SOUTHEAST UNDERGRADUATE CURRICULUM COMMITTEE

Date and Time: September 15, 2023; 3:00 – 5:00 pm

Location: Zoom (contact Anita if you need an invite)

Agenda

1. Roll call and call to order (3:00 pm)
2. Approval of Agenda
3. Approval of minutes from 4/21/2023 (draft will be in Berling AY 22-23/Minutes)
4. Consent Agenda Items: none
5. Regular Agenda Items: page 2-3
 - a. 1st readings – Category B proposals
6. Discussion:
 - a. Noted: Email vote on Spanish Minor was approved by Kaia Henrickson and seconded by Jay Szczepanski on 4/26/2023
 - b. Meetings – discussion and questions on how the committee conducts business
 - c. CourseLeaf questions or training needs, FAQ discussion
 - d. Reminder – Proposals due (through Dean approval) by October 1st (would we be willing to expand this to October 3rd or 6th since there are many coming for Outer Coast)
7. Adjournment (5:00 pm or when finished)

Next Meeting: October 20, 2023

Chair (non-voting)	Paulette Schirmer	pmschirmer@alaska.edu
Business and Public Administration	Colleen McKenna	cjmckenna@alaska.edu
Career Education	Terissia Bell	tlbell@alaska.edu
Education	Susan Andrews	smandrews2@alaska.edu
Humanities	Jay Szczepanski II	jay.s@alaska.edu
Library	David Cox II	dbcoxii@alaska.edu
Natural Science	Carolyn Bergstrom	cabergstrom@alaska.edu
Social Science	Nguyet Nguyen	ntnguyen2@alaska.edu
Ketchikan (non-voting)	Jennifer Brown	jkbrown@alaska.edu
Sitka (non-voting)	Luke Gibes	lagibes@alaska.edu
Provost’s Office (ex-officio)	Maren Haavig, Provost Anita Parrish	mmhaavig@alaska.edu aaparrish@alaska.edu
Registrar’s Office (ex-officio)	Trisha Lee, Registrar Kiwana Affatato	tclee@alaska.edu kdaffatato@alaska.edu
Registrar’s Office (ex-officio)	Trisha Lee, Registrar	tclee@alaska.edu
Faculty Senate President (ex-officio)	Glenn Wright	gdwright@alaska.edu
Student Government President (ex-officio)		juneau.studentgov@alaska.edu



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Brief Descriptions and Stages

Consent Agenda Items

None

Regular Agenda Items

1st Readings – Category B Proposals

HIM S101 Introduction to Health Information Management I. Category B. Update prerequisite. (Bell)

HIM S102 Introduction to Health Information Management II. Category B. Update prerequisite. (Bell)

WRTG S104 Composition Studio. Category B. Reduce number of SLOs from 10 to 3. (Szcepanski)

1st Readings – Category B Deactivations

None

Category C Proposals approved this year by the Chair and Registrar

MATH S314. Linear Algebra. Added (2.0) to prerequisite for consistency. (Buzby).

MATH S392. Junior Seminar. Added (2.0) to prerequisite for consistency. (Blitz).



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Informational Items

Note: We have decided that first readings in one year carry over to the next. We have some first readings from several years ago which should probably get a first reading again. Meanwhile, these are the proposals which had first readings and passed with conditions:

None

UGCC information, help, and training:

Curriculum site: <https://uas.alaska.edu/curriculum/>

Linked on the site are the [UGCC Handbook](#) and the [UGCC FAQ](#) both of which are recommended reading for committee members.

The FAQ links to the [CourseLeaf training videos](#) in UAS Online, you need to be logged into Blackboard to see all of the content.