

**Curricular Affairs Committee  
Meeting Minutes for February 22, 2012**

Voting members present: Rainer Newberry – Chair; Anthony Arendt; Jungho Baek; Jun Watabe; Brian Himelbloom (phone); Diane McEachern (phone); Todd Radenbaugh (phone); Dave Valentine.

Voting members absent: Retchenda George-Bettisworth; Debra Moses

Non-voting members present: Ginny Kinne (for Linda Hapsmith); Donald Crocker; Libby Eddy, Lillian Misel; Carol Gering.

Non-voting members absent: Mike Earnest, Doug Goering, and Dana Thomas (due to executive workshop).

**1. Approve minutes from 8 February (see attached)**

Minutes were approved with one correction to the motion wording about the Dean's and Chancellor's honors lists.

**2. Motions (see below and next page)**

**MOTION:**

To approve a new category of registration, "Directed Study," to allow a student to contract with an instructor to enroll individually in a course that exists in the catalog, outside of the regularly-scheduled sections of the course in a given semester. The difference between "Directed Study" and the current "Individual Study" would be that "Individual Study" would be reserved for contracted 1:1 courses that do not exist in the UAF catalog. Courses taken as Directed Study would be transcribed with the existing subject and course number from the catalog.

Effective: Fall 2012

Rationale: The majority of current Individual Study enrollments are actually for courses that exist in the UAF catalog. The student contracts with an instructor to take an individual section of the course outside of the regular course schedule. These are posted to the student's transcript as a -97 course number. It then raises questions about course content for transfer credit to other institutions; does not meet prerequisites in Banner; and does not automatically feed into degree requirements in DegreeWorks. Reserving the -97 "Independent Study" designation only for courses that do not exist in the UAF catalog would minimize these problems for students and advisors.

Note for discussion: If anyone is concerned that the course should be somehow denoted on the transcript as not being taken in the regular classroom setting, we have the ability to add some kind of notation to the title, such as:

ENGL F333 Women's Literature (DS\*) 3 cr  
Transcript legend could define 'DS\*' as a Directed Study.

Discussion:

Dave V. asked if the purpose of the Directed Study was to cover low enrollment courses. That function was acknowledged by the group, but the main purpose was providing a means to put a permanent course on the student's transcript (as opposed to an Independent Study). Having the actual course on the transcript is much easier to deal with for addressing credit transfers.

Issues were discussed at length having to do with Core courses and labs courses. The issue of faculty workloads was also a big factor with regard to what signature approvals should be required to offer Directed Study. Department chairs could (should?) address issues of course equivalency, but Deans should address issues of faculty workload. It was noted that any faculty could potentially teach any course as a Directed Study. Adding various statements to address course content and faculty workload issues was discussed. Rainer noted that having input from Dean's Council would be helpful on these issues. Another issue that was noted was the possibility of someone using the Directed Study to teach a course by distance. The possibility of modifying the Independent Study / Directed Study form as needed (if problems arise) was discussed. For example, a statement could be included on the form certifying that the course content is equivalent, along with the required department chair signature; and, a statement about faculty workload could be added with the dean's signature. It was decided these types of issues could be addressed later on as the need arises, or if they potentially arise in the Faculty Senate.

It was decided to approve the motion with just one modification to the very first paragraph: "Courses taken as Directed Study would be transcribed with the existing subject and course number from the catalog **AND THE SUFFIX (D.S.\*).**"

-----  
The committee discussed the next motion:

**MOTION TO AMEND CATALOG LANGUAGE**  
"BEYOND THE CORE", Page 136 of 2011-2012 Catalog

**[Remove the language in brackets]**  
**INSERT THIS LANGUAGE IN ALL CAPS**

Under Bachelor of Arts, first column, paragraph after "Minimum credits required for degree":

Of the above, at least 39 credits must be taken in upper-division (300-level or higher) courses. Courses beyond 30 credits in a major complex and 15 credits in a minor complex **[that are not in the primary discipline of that major or minor]** may be used to fulfill the B.A. degree requirements in humanities, social sciences or mathematics. Courses used to fulfill **[minor degree]** requirements

**FOR A MINOR** may be used at the same time to fill major or general distribution requirements if so designated.

Similarly, under Bachelor of Science, second column:

Of the above, at least 39 credits must be taken in upper-division (300-level or higher) courses. Courses beyond 30 credits in a major complex and 15 credits in a minor complex **[that are not in the primary discipline of that major or minor]** may be used to fulfill the B.S. degree requirements in mathematics or natural science. Courses used to fulfill **[minor degree]** requirements **FOR A MINOR** may be used at the same time to fill major or general distribution requirements if so designated.

Science and include the quantitative course requirement. (An NS quantitative course was clarified to mean a course on how to work with data and make inferences from data.) BOR policy requires 34 credits of Core, and UAF currently has 39. The committee must also consider how their proposed options satisfy the student learning outcomes they set last spring.

It was agreed that Alex Fitts would be invited to give the CAC an update at the next meeting.

**b. Stacked Courses- Anthony Arendt (Copy of report attached)**

CAC members were asked to read the included report summarizing faculty responses about stacked courses for the next meeting.

## Summary of Survey on Stacked Courses

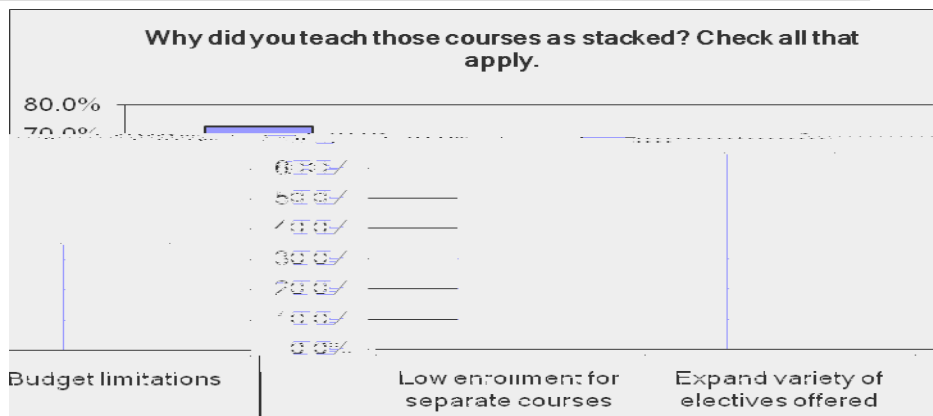
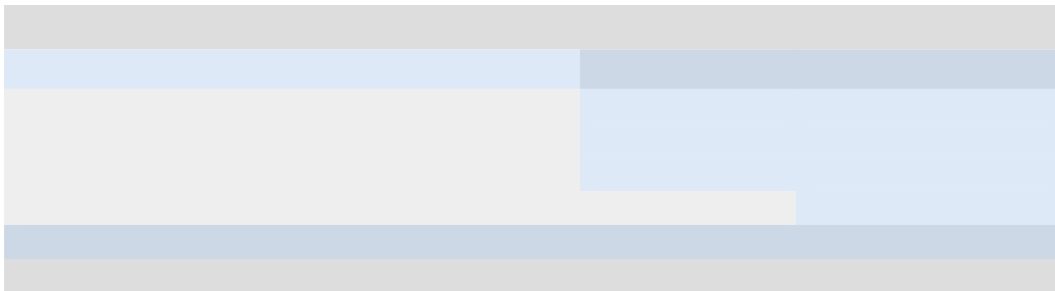
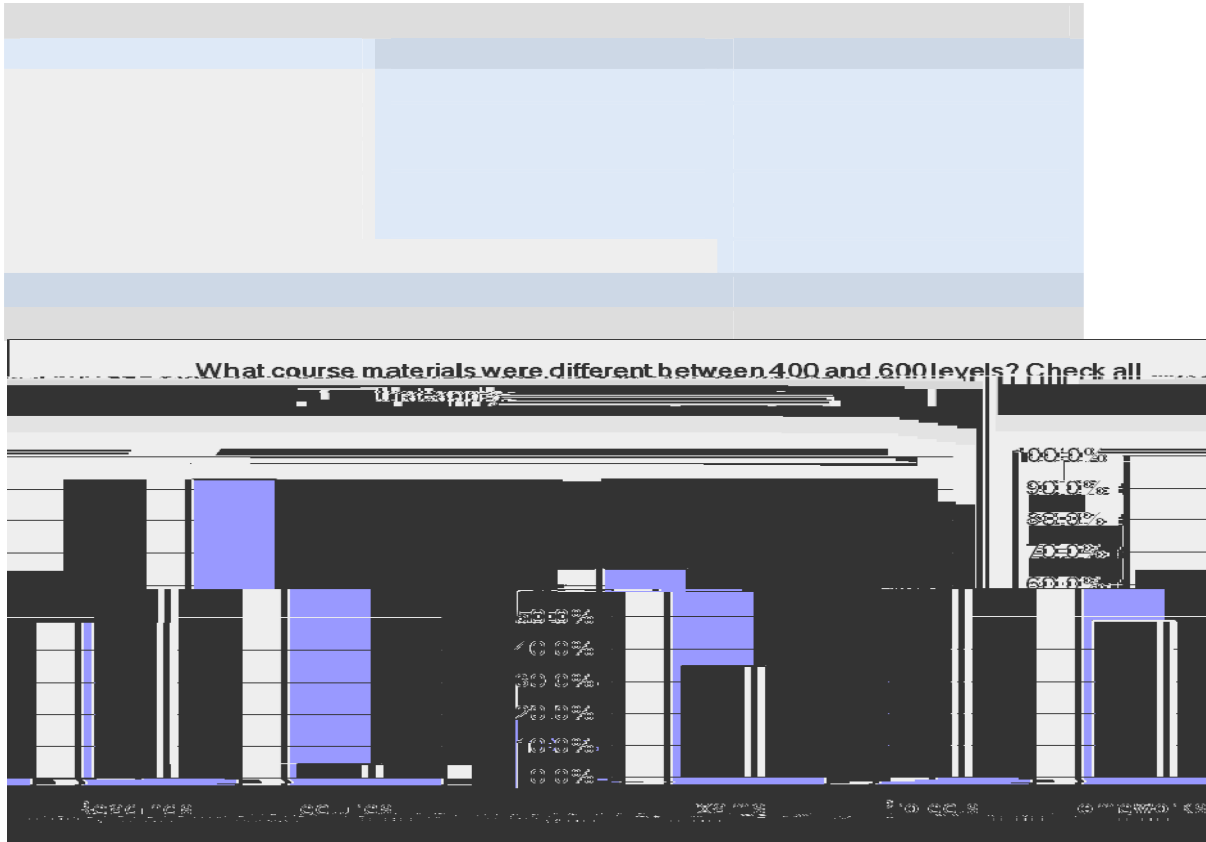
February 21, 2012

Prepared by Orion Lawlor, Lara Horstmann (Graduate Academic and Advisory Committee) and Anthony Arendt (Curricular Affairs Committee), with assistance from Colleen Abrams (Student a %

## Question 2



Question 4



Responses to open ended questions:





