

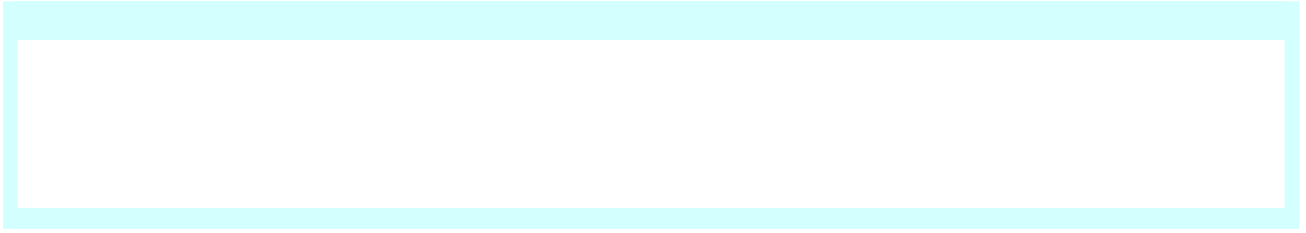
**Submit original with signatures + 1 copy + electronic copy to UAF Governance.**

*See <http://www.uaf.edu/uafgov/faculty/cd> for a complete description of the rules governing curriculum & course changes.*

***TRIAL COURSE OR NEW COURSE PROPOSAL***

***SUBMITTED BY:***

<b>Department</b>	GPMSL	<b>College/School</b>	SFOS
<b>Prepared by</b>	Ana M. Aguilar-Islas	<b>Phone</b>	



**21. POSITIVE AND NEGATIVE IMPACTS**

*Please specify*

**ATTACH COMPLETE SYLLABUS (as part of this application).**

Note: The guidelines are online: <http://www.uaf.edu/uafgov/faculty/cd/syllabus.html>

The department and campus wide curriculum committees will review the syllabus to ensure that each of the items listed below are included. If items are missing or unclear, the proposed course change will be denied.

**SYLLABUS CHECKLIST FOR ALL UAF COURSES**

During the first week of class, instructors will distribute a course syllabus. Although modifications may be made throughout the semester, this document will contain the following information (as applicable to the discipline):

**1. Course information:**

Title, number, credits, prerequisites, location, meeting time  
(make sure that contact hours are in line with credits).

**2. Instructor (and if applicable, Teaching Assistant) information:**

Name, office location, office hours, telephone, email address.

**3. Course readings/materials:**

Course textbook title, author, edition/publisher.

Supplementary readings (indicate whether required or recommended) and any supplies required.

**4. Course description:**

Content of the course and how it fits into the broader curriculum;

Expected proficiencies required to undertake the course, if applicable.

Inclusion of catalog description is *strongly* recommended, and

Description in syllabus must be consistent with catalog course description.

**5. Course Goals (general), and (see #6)**

**6. Student Learning Outcomes (more specific)**

**7. Instructional methods:**

Describe the teaching techniques (eg: lecture, case study, small group discussion, private instruction, studio