

January 22, 2016

9:30-11:30am

Physical location: ADM 204

Audio Conference: 786-6755, Passcode: 284572

I. Roll Call

- | | |
|--|---|
| <input type="checkbox"/> Arlene Schmuland (LIB, Chair) | <input type="checkbox"/> Andrew Metzger (CoENG) |
| <input type="checkbox"/> Anthony Paris (FS) | <input type="checkbox"/> Hsing-Wen Hu (COE) |
| <input type="checkbox"/> Bogdan Hoanca (FS) | <input type="checkbox"/> Cindy Knall (COH) |
| <input type="checkbox"/> Sam Thiru (CAS) | <input type="checkbox"/> Peter Olsson (CTC) |
| <input type="checkbox"/> Jervette Ward (CAS) | <input type="checkbox"/> Clayton Trotter (CBPP) |
| | <input type="checkbox"/> Mei Rose (CBPP) |

Ex-Officio Members

- Susan Kalina (OAA)
- Lora Volden (Registrar)
- Gianna Niva (Scheduling and Publications)
- Elisa Mattison (Graduate School)

II. Approval of Agenda (pg. 1-3)

III. Approval of Meeting Summary (pg. 4-5)

IV. Administrative Reports

- A. Vice Provost, Susan Kalina
- B. University Registrar, Lora Volden
- C. Graduate School, Elisa Mattison
- D. GAB Chair, Arlene Schmuland

V. Program/Course Action Request - Second Readings

VI. Program/Course Action Request - First Readings

- Chg [ENGL A689](#) [Advanced Research and Professional Practices](#)
- Chg [Master of Social Work](#)
- Chg [SWK A608](#) [Social Policy for Advanced Generalist Practice](#)
- Chg [SWK A629](#) [Advanced Generalist Practice I: Individuals](#)
- Chg [SWK A633](#) [Advanced Generalist Practice II: Families and Groups](#)
- Chg [SWK A634](#) [Advanced Generalist Practice III: Organization and Communities](#)
- Chg [SWK A635](#) [Advanced Generalist Integrative Seminar](#)
- Chg [SWK A638](#) [Practice Evaluation Lab](#)
- Chg [SWK A685](#) [Social Work Services in School](#)
- Chg [SWK A686](#) [Social Work Services in Alaska Schools](#)

- Chg [SWK A690](#) [Selected Topics in Social Work](#)
- Chg [SWK A698](#) [MSW Research Seminar](#)
- Chg [ESM A608](#) [Legal Environment for Engineering, Science and Project Management](#)
- Chg [ESM A684](#) [ESM Project](#)
- Chg [ESM A699](#) [Thesis](#)
- Chg [EDL A605](#) [Leadership Theory and Practice](#)
- Add [ACCT A654](#) [Ethics, Law and Corporate Governance](#)
- Add [BA A644](#) [Human Resources for Managers](#)
- Add [BA A682](#) [Branding and Content Marketing Strategies](#)

VII. Old Business

VIII. New Business

- A. Motion: Both undergraduate and graduate levels of stacked courses will be reviewed by GAB.
- B. Motion: The Graduate Academic Board proposes that the Curriculum Handbook be amended as follows:
 - 1. Remove the last statement from 2.1.1 C “Effect on resources within the program Note: resources are not evaluated by the academic boards.”
 - 2. Remove the note from 2.4.1E that indicates that the Boards do not evaluate the Program Student Learning Outcomes. “E. A complete and valid Academic Assessment Plan must be emailed to the Academic Assessment Committee at ayaac@uaa.alaska.edu in accordance with the requirements of the Academic Assessment Handbook. Note: Academic boards do not evaluate the Program Student Learning Outcomes or Academic Assessment Plan; however the Academic Assessment Plan must be complete, approved through the Dean, and submitted to ayaac@uaa.alaska.edu for review by the Academic Assessment Committee when a new program is submitted to the academic boards. Following AAC review of the Academic Assessment Plan, an informational item is sent to the Faculty Senate

IX. Informational Items and Adjournment

- A. https://www.uaa.alaska.edu/graduateschool/Graduate_Council/index.cfm
- B. Notes from the GAB retreat 1/8/16

Immediate changes to the curriculum handbook proposed under new business for the 1/22/16 GAB agenda:

- Remove the last statement from 2.1.1 C “Effect on resources within the program Note: resources are not evaluated by the academic boards.”
- Remove the note from 2.4.1E that indicates that the Boards do not evaluate the Program Student Learning Outcomes. “E. A complete and valid Academic

Assessment Plan must be emailed to the Academic Assessment Committee at ayaac@uaa.alaska.edu in accordance with the requirements of the Academic Assessment Handbook. Note: Academic boards do not evaluate the Program Student Learning Outcomes or Academic Assessment Plan; however the Academic Assessment Plan must be complete, approved through the Dean, and submitted to ayaac@uaa.alaska.edu for review by the Academic Assessment Committee when a new program is submitted to the academic boards. Following AAC review of the Academic Assessment Plan, an informational item is sent to the Faculty Senate.”

Possible items for CIM development:

- Submit button that includes phrasing such as “In submitting this curriculum/program, we acknowledge that the documentation meets the following standards...” This needs at least two actions: checking with Enrollment Services to see if this is an achievable goal and if so, then coming up with the exact language and proposing that to UAB as well.

Topics for further Board discussions/policy development/scheduling:

- Stacking: We need to review what the Curriculum Handbook says about stacking, clarify what is policy vs procedure or best practices. Clarify expectations. Figure out what information we need to have clear to initiators, what we want for board use. CH will be undergoing a rewrite to focus on initiator information, with other information moved to more appropriate locales.
- Curriculum review level roles: What are our expectations for curriculum and programs before they reach GAB? At the very least, that the text not include grammatical or typographical errors. Other items we regard as making copy not quite ready for prime time? This could be a list we develop over time as curriculum comes to us and we find we’re making repetitive changes.
- Meeting with College Curriculum review groups: the first UAB or GAB meeting in October may be set aside for an all-GAB/UAB/College Curriculum Committees meeting. This decision would need to be confirmed by both boards and receive feedback from members of college committees.

Requests I’ve already followed up on:

- Requested Helena be added to the GAB listserv. Done.
- Contacted Michael of ES to see if the default setting on courses can be the hide changes version: apparently this could be a complicated change and at the moment might have to change the default setting for all viewers, not just a specific group.

December 11, 2015

9:30-11:30am

Physical location: **LIB 302A**

Audio Conference: 786-6755, Passcode: 46450

I. Roll Call

- | | |
|---|--|
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Ex-Officio Members

- Susan Kalina (OAA)
- Lora Volden (Registrar)
- Gianna Niva (Scheduling and Publications)
- Elisa Mattison (Graduate School)

II. Approval of Agenda (pg. 1-2)

EDSE A623 is postponed
BA A622 is being deleted, not changed
Approved as amended

III. Approval of Meeting Summary (pg. 3-4)

Approved

IV. Administrative Reports

- A. Vice Provost, Susan Kalina
Provost Gingerich will be joining the board during their meeting on January 8th
Discussed why the Nursing and 600-level Engineering curriculum is being held for further discussion
- B. University Registrar, Lora Volden
Grades are due next Wednesday, December 16th
- C. Graduate School, Elisa Mattison (pg. 5)
- D. GAB Chair, Arlene Schmuland
Reminded the board of the retreat on January 8th
Asked the board to think about the idea of a joint undergraduate/graduate review board

V. Program/Course Action Request - Second Readings

VI. Program/Course Action Request - First Readings

Chg [EDSE A623](#) [Language and Literacy: Best Practices in Assessment and Intervention](#)
Postponed per the request of the initiator

Chg [Master of Business Administration in General Management](#)
Chg [BA A613 Applied Leadership](#)
Chg [BA A621 Change Leadership and Facilitation](#)
Del [BA A622 Performance Management and Coaching](#)
Add [BA A627 Leadership in the Multicultural Organization](#)
Chg [BA A628 Executive Leadership](#)
Chg [BA A632 Leadership and Organizational Behavior](#)
Chg [BA A680 Marketing Media Analytics](#) (Stacked with BA A480)
All Business curriculum - waived for first reading, and approved for second

VII. Old Business

VIII. New Business

IX. Informational Items and Adjournment

- A. EE A672 will no longer be stacked with the 400-level
Discussions were held between OAA and the department regarding the concerns OAA had about implementing courses that are not associated with a degree program. EE A472 will move forward through the approval process and will be offered in Spring 2016.
- B. Creation of new prefix MBIO (pg. 6)