November 10, 2017
2:00-5:00pm
Physical location: LIB 302
Audio Conference: 786-6755, Passcode: 284572
Link to Live Skype Meeting

I. Roll
[ ] Carrie King, Chair (FS) [ ] Utpal Dutta (CoEng) [ ] Erik Hirschmann (Mat-su)
[ ] Sandy Pence (FS) [ ] Troy Payne (COH) [ - ] Vacant (PWSC)
[ ] Luke Grabarek (FS) [ ] Yvonne Chase (COH) [ ] Bettina Kipp Lavea (SA)
[ ] Barbara Harville (FS, CAS) [ ] Darrin Marshall (CTC) [ ] Ian Minnock (USUAA)
[ ] Jackie Cason (CAS) [ ] Robin Hanson (LIB) [ ] John Duffy (Adjunct)
[ - ] Vacant (CBPP) [ ] Kathryn Hollis-Buchanan (Kod)
[ ] Hilary Seitz (COE) [ ] Casey Rudkin (KPC)

Ex-Officio Members
[ ] Susan Kalina, Vice Provost for Academic Affairs
[ ] Lindsey Chadwell, Interim Registrar

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

III. Review of Meeting Summary (pg. 3-5)

IV. Administrative Reports
   A. Vice Provost for Academic Affairs, Susan Kalina
      i. Self-Study Update
   B. Interim University Registrar, Lindsey Chadwell
      i. 

V. Chair’s Report
   A. UAB Chair, Carrie King
   B. GERC Chair, Sandy Pence

VI. Policy Related Issues
   A. BA/BS Degree Definitions in Catalog (pg. 6-7)
   B. Proposed Revision on Policy Additions and Changes (8-9)

VII. Program/Course Action Request- Second Readings

VIII. Program/Course Action Request- First Readings
   Chg ENGL A311 Writing and Rhetoric in Public Life
   Chg PSY A345 Abnormal Psychology
   Chg CISY-MNR: Minor in Computer Information Systems
Ctg  INBS-MINOR: Minor in International Business
Ctg  DMS A101  Introduction to Sonography
Ctg  DMS A109  OB and Gyn Sonography I
Ctg  DMS A205  Principles and Instrumentation II
Ctg  DMS A392  Pathophysiology Seminar
Ctg  DMS A395  Clinical Practicum III
Ctg  DGMS-AAS: Associate of Applied Science in Diagnostic Medical Sonography
Del  Automotive Brakes, Suspension, Alignment Occupational Endorsement Certificate (pg. 10)
Del  Automotive Electrical Occupational Endorsement Certificate (pg. 11)
Del  Commercial HVAC Systems Occupational Endorsement Certificate (pg. 12)
Del  Residential & Light Commercial Air Conditioning & Refrigeration Occupational Endorsement Certificate (pg. 13)
Del  Sustainable Energy Occupational Endorsement Certificate (pg. 14)

IX.  New Business
    A.

X.  Informational Items and Adjournment
    A.  Next meeting: 11/17/17 in ADM 204
I. Roll
[X] Carrie King, Chair (FS)  [X] Utpal Dutta (CoEng)  [E] Erik Hirschmann (Mat-su)
[X] Sandy Pence (FS)  [X] Troy Payne (COH)  [- ] Vacant (PWSC)
[X] Luke Grabarek (FS)  [X] Yvonne Chase (COH)  [X] Bettina Kipp Lavea (SA)
[X] Barbara Harville (FS, CAS)  [X] Darrin Marshall (CTC)  [X] Ian Minnock (USUAA)
[X] Jackie Cason (CAS)  [X] Robin Hanson (LIB)  [E] John Duffy (Adjunct)
[- ] Vacant (CBPP)  [E] Kathrynn Hollis-Buchanan (Kod)
[X] Hilary Seitz (COE)  [X] Casey Rudkin (KPC)

Ex-Officio Members
[X] Susan Kalina, Vice Provost for Academic Affairs
[X] Lindsey Chadwell, Interim Registrar

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

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

IV. Administrative Reports
A. Vice Provost for Academic Affairs, Susan Kalina
   i. Self-Study Update
   ii. Credit Hour Review: In compliance with the credit hour policy (BOR P10.04.035), UAA sampled 100 sections across the colleges from the draft Spring 2018 schedule. Of the sampling of sections, fifteen were identified where the required minimum contact hours did not appear to match the scheduled contact hours. Of those, 3 were scheduled in conjunction with a zero-credit lab, 3 included practicum/laboratory time or other off-campus components, 2 were hybrid courses with online components, 5 were rescheduled to add time, 1 will not be offered in Spring 2018, and 1 will update the curriculum to reflect current practice.

B. Interim University Registrar, Lindsey Chadwell
   i. Title IX Training holds: Students have been notified of holds as well as steps to resolve holds.

V. Chair’s Report
A. UAB Chair, Carrie King

B. GERC Chair, Sandy Pence

VI. Policy Related Issues
A. BA/BS Degree Definitions in Catalog (pg. 6)
   i. Baccalaureate Degrees
VII. Program/Course Action Request - Second Readings
Chg ANTH A452 __ Exploring Human Biodiversity
Approved second read, forward to Faculty Senate.

VIII. Program/Course Action Request - First Readings
Chg ARTS-MINOR: Minor in Art
Chg ACCT A101 __ Principles of Financial Accounting I
Chg ACCT-AAS: Associate of Applied Science in Accounting
Approved first read, forward to Faculty Senate.

Add JUST A333 __ Victimology
Add JUST A433 __ Murder and Justice
Accepted as first read.

Chg MEDT A101 __ Phlebotomy and Specimen Processing
Chg MEDT A132 __ Phlebotomy and Specimen Processing Techniques
Add MEDT A132L __ Phlebotomy and Specimen Processing Techniques Lab
Chg MEDT A133 __ Basic Techniques in Laboratory Medicine
Add MEDT A134 __ Immunology and Serology
Chg MEDT A195A __ Phlebotomy Practicum
Add MEDT A195C __ Phlebotomy Practicum / Distance
Chg MEDT A202 __ Clinical Chemistry
Chg MEDT A203 __ Clinical Microbiology
Chg MEDT A204 __ Hematology and Coagulation
Chg MEDT A206 __ Immunology and Blood Banking
Chg MEDT A208 __ Urine and Body Fluid Analysis
Add MEDT A211 __ Blood Banking
Chg MEDT A301 __ Molecular and Emerging Diagnostics
Chg MEDT A303 __ Advanced Clinical Microbiology
Chg MEDT A306 __ Advanced Immunology and Blood Banking
Add MEDT A307 __ Clinical Correlations
Chg MEDT A395 __ Medical Laboratory Technology Practicum
Chg MEDT A401 __ Introduction to Research
Chg MEDT A495 __ Medical Laboratory Science Practicum
Chg MLAB-AAS: Associate of Applied Science in Medical Laboratory Technology
Chg MLSC-BS: Bachelor of Science in Medical Laboratory Science
Chg PHLE-OECERT: Occupational Endorsement Certificate in Phlebotomist
   Waived first, approved for second. Forward to Faculty Senate

Chg HS A220 Core Concepts in the Health Sciences
Chg HLSC-BS: Bachelor of Science in Health Sciences
   Postponed until 11/17/17, per initiator’s request.

Del Computer Electronics, Associate of Applied Science (pg. 7)
Del Small Business Management, Undergraduate Certificate (pg. 8)
Del Paralegal Studies, Undergraduate Certificate (pg. 9)
Del Outdoor Leadership, Occupational Endorsement Certificate (pg. 10)
Del Fitness Leadership, Occupational Endorsement Certificate (pg. 11)
Del Nutrition, Bachelor of Science (pg. 12)
   Waived first, approved for second. Forward to Faculty Senate

IX.  New Business
   A.

X.  Informational Items and Adjournment
   A.  Next meeting: 11/10/17 in LIB 302
Proposed Definitions of BS/BA Degrees
Revised draft 11-2-17

Current Catalog Copy

Baccalaureate Degrees

Baccalaureate, or bachelor’s, degrees consist of a minimum of 120 credits and comprise three interrelated parts:

1. General Education Requirements, which provide students a broad overview of the liberal arts and sciences and create the foundation for further study in the major or program, lifelong learning and workplace preparedness. GERs are best taken early in a student's academic career.

2. Major Requirements, which afford students intensive study in a specialized subject, program or professional area. The major prepares a student for employment and/or graduate-level course work.

3. Elective Credits, which are the body of work to complete the 120 credits. These credits may be limited, as in the case of many professional programs, or open for the student's choice, allowing for

students to investigate other areas of interest. Students may choose to declare a Minor (generally 18-24 credits from within the Elective credits) to pursue an additional area of study or qualification. A well-selected minor can strongly complement a student's major area of study.

Baccalaureate degrees are offered at UAA in more than 50 major study areas. Depending upon the program or major, graduation requirements can vary, so students should check with an advisor to get the latest program details.

Draft Additional Language

UAA offers a number of Baccalaureate degrees, depending upon the field of study. The two primary types are as follows:

1. The Bachelor of Arts (BA) degrees generally require additional course work in the liberal arts, humanities, and social sciences and offer greater flexibility in elective credits, with a focus upon broad-based achievement in preparation for graduate school, the corporate or business worlds, or education.

2. The Bachelor of Science (BS) degrees generally require additional course work (15+ credits) in math and the natural sciences (with labs), with a focus upon discipline-specific technical classes pertaining to particular professions or preparation for advanced study. Bachelor
of Science degrees often meet the accreditation standards of national professional organizations.

UAA also offers the Bachelor of Fine Arts (BFA), the Bachelor of Business Administration (BBA), the Bachelor of Human Services (BHS), the Bachelor of Music (BM), and the Bachelor of Social Work (BSW).

Baccalaureate degrees may also have specialized application and entrance requirements as well as specialized completion requirements. Students are strongly advised to speak with an advisor before declaring a major and signing up for classes.
Suggested Revision:
The Bachelor of Arts (BA) degrees generally require more course work (12/15+ credits) in the liberal arts, humanities, and social sciences, with a focus on critical thinking and disciplined analysis, integrative synthesis and collaborative problem-solving. By preparing graduates to communicate effectively and think divergently, Bachelor of Arts degrees foster a capacity for adaptive resilience, self-determination, citizenship, and aesthetic appreciation.
Current Language

Section 8 - Policy Additions and Changes
New or revised academic policies are proposed to the UAB/GAB. If approved they will be forwarded by the Governance Office to the UAA Faculty Senate, then to the OAA, and finally to the Chancellor’s Office. UAA Proposals should include:
1. Proposed policy language (include catalog copy in Word using the track changes function if policy is revised).
2. Documents in which proposed language will be inserted (catalog, curriculum handbook, etc.).
3. Proposed implementation date.
Upon recommendation of the Provost, the Chancellor reviews and acts on academic policies.
Section 8 - Policy Additions and Changes

New or revised academic policies, including procedures, guidelines, handbooks, and CIM fields and balloon instructions, are proposed to the UAB/GAB. When approved or disapproved, the Governance Office forwards them to the UAA Faculty Senate, then to the OAA, and finally to the Chancellor’s Office. Initiators of new or changes to policy are encouraged to coordinate with stakeholders, e.g. impacted program faculty and students, and consult with appropriate offices, e.g. OAA, early in the development and review process. New and changes to policy proposals to be reviewed by the UAB/GAB require a cover letter and the proposed policy language.

1. In the cover letter, address the following as applicable:
   a. Need and/or issue that the proposed policy addresses
   b. Rational for the proposed policy
      i. Other solutions considered
      ii. Practices by peer and aspirational institutions
      iii. Related studies published in the literature
      iv. Coordination with stakeholders and administration, feedback, and related changes made to the proposed policy
   c. Governing policies (e.g. NWCCU Policy, BOR Policy, and UAA Policy)
      i. Conflicts with governing policies and plan to address the conflict
      ii. Redundancy with any current policies
   d. Current and foreseeable impacted practices
   e. Plan to implement the policy
      i. Communication
      ii. Training
      iii. If new, where the policy will appear
      iv. Body or office responsible for administering the policy
      v. Anticipated exceptions to the policy and the plan for granting exceptions
   f. Resources required (personnel, space, etc.)
   g. Implementation date
   h. Other considerations

2. Proposed new or changes to policy language
   a. Use language consistent with existing, especially governing, policies
   b. For changes to existing policy, include the policy language changes in a copy of the Word document using the Track Changes function
   c. For new policy, include the document(s) or links to documents in which the proposed language will be inserted (catalog, curriculum handbook, etc.)

New and changes to policy proposals, including the cover letter and policy language, must be sent to the Governance Office at least 5 working days before being considered by GAB. All new and changes to policy proposals require a first and second reading by the GAB.

A coordination email must be sent to the Faculty Listserv (uaa-faculty@lists.uaa.alaska.edu) at least 10 working days before being presented at GAB and in the same academic year as the presentation to the GAB. The coordination email must contain the following information:

1. Proposed new or change to policy title:
2. Policy language (If a change to current policy, a Word document using the Track Changes function):
3. Where the policy currently appears or will appear:
4. Implementation date:
5. Board(s) to review the policy: UAB/GAB
6. Initiator to whom feedback and questions should be directed:
7. Optional suggested other considerations (Rational, identified stakeholders, impact, etc.):
6/13/17

Program Action Request
University of Alaska Anchorage
Proposal to Deactivate a Program of Study

<table>
<thead>
<tr>
<th>1a. College</th>
<th>Community and Technical College</th>
<th>1b. Department (if applicable)</th>
<th>Automotive and Diesel Technology</th>
</tr>
</thead>
</table>

2. Complete Program Title
Automotive Brakes, Suspension, Alignment OEC

3. Type of Program
Choose one: Undergraduate: X or Graduate:
Degree Type, e.g. OEC: OEC

4. Type of Action: PROGRAM
☑ Delete/Deactivate

5. Implementation Date (semester/year)
Spring/2016

6. Location/Delivery Campus(es):
UAA Main Campus

7a. Coordination with Affected Units
Initiator Name (typed): Darrin Marshall
Initiator Signed Initials: __________________________ Date: 9/11/17

7b. Coordination Email submitted to Faculty Listserv (uan_faculty_dk@sta.uaa.alaska.edu) Date:

7c. Coordination with Library Liaison Date:

9. Justification for Action
There has not been enough enrollment in this program option to make it viable for continuation. The decision to eliminate it was determined during UAA's prioritization process.

Initiator Signature (faculty only) 9/11/17
☑ Approved

Department Chair or Community Campus Director Date:
☑ Approved

Undergraduate/Graduate Academic Board Chair Date:
☑ Approved

Provost or Designee Date:

September 18, 2017
Program Action Request  
University of Alaska Anchorage  
Proposal to Deactivate a Program of Study

<table>
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<tr>
<th>Question</th>
<th>Answer</th>
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<tr>
<td>1b. Department (if applicable)</td>
<td>Automotive and Diesel Technology</td>
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<tr>
<td>3. Type of Program</td>
<td>Undergraduate: X or Graduate:</td>
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<td>5. Implementation Date (semester/year)</td>
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<td>6. Location/Delivery Campus(es)</td>
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<td>Department, School, or College: Automotive and Diesel Tech / CTC</td>
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<tr>
<td>Initiate Name (typed):</td>
<td>Darrin Marshall</td>
</tr>
<tr>
<td>Initiator Signed Initiate Date (if appropriate)</td>
<td>9/11/17</td>
</tr>
<tr>
<td>7b. Coordination Email submitted to Faculty Listserv</td>
<td>Date:</td>
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<tr>
<td>(usa_faculty دي@lists.ualaska.edu)</td>
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<tr>
<td>7c. Coordination with Library Liaison</td>
<td>Date:</td>
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<tr>
<td>9. Justification for Action</td>
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<tr>
<td>9. Justification for Action</td>
<td>Date:</td>
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<td>10. Approval</td>
<td>Denise L. Punge</td>
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<td>10. Approval</td>
<td>September 18, 2017</td>
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<td>11. Approval</td>
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<td>Undergraduate/Graduate Academic</td>
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<td>Board Chair</td>
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<td>12. Approval</td>
<td>Provost or Designee</td>
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<td>12. Approval</td>
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### Program Action Request
#### University of Alaska Anchorage
Proposal to Deactivate a Program of Study

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<tbody>
<tr>
<td>Mat Su College</td>
<td>Refrigeration and Heating</td>
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<th>2. Complete Program Title</th>
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<tr>
<td>Commercial HVAC Systems</td>
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<th>3. Type of Program</th>
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<td>Choose one: Undergraduate: Yes or Graduate:</td>
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<td>Degree Type, e.g. OEC: OEC</td>
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<th>5. Implementation Date (semester/year)</th>
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<td>Fall 2018</td>
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<td>Mat-Su College</td>
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<th>7a. Coordination with Affected Units</th>
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<tbody>
<tr>
<td>Initiator Name (typed): Johnny Kirby</td>
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<tr>
<td>Initiator Signed: [Signature] Date: 8/21/17</td>
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<tr>
<th>7b. Coordination Email submitted to Faculty Listserv (uoa_faculty_lists_uaa.alaska.edu)</th>
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<th>7c. Coordination with Library Liaison</th>
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<th>9. Justification for Action</th>
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<td>Under-enrolled program</td>
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**Initiator Signature (faculty only):** Johnny Kirby

**DocuSign by:** September 18, 2017

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**Department Chair or Community Campus Director:** September 18, 2017

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**Provost or Designee:**

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**Advisor:**

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**Academic Dean:**

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**Dean of Undergraduate/Graduate Academic Programs:**

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**Board Chair:**

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# Program Action Request

**University of Alaska Anchorage**

Proposal to Deactivate a Program of Study

<table>
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<tr>
<th>1a. College</th>
<th>Mat-Su College</th>
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<tbody>
<tr>
<td>1b. Department (if applicable)</td>
<td>Refrigeration and Heating</td>
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</table>

## 2. Complete Program Title

Residential & Light Commercial Air Conditioning & Refrigeration

## 3. Type of Program

Choose one:

- Undergraduate: Yes
- Graduate: 

Degree Type, e.g. OEC: OEC

## 4. Type of Action

- PROGRAM

- **Delete/Deactivate**

## 5. Implementation Date (semester/year)

- Fall 2018

## 6. Location/Delivery Campus(es):

- Mat-Su College

## 7a. Coordination with Affected Units

- **Initiator Name (typed):** Dan Mielke

- **Initiator Signed Initials:** 

- **Date:** 6/21/17

## 7b. Coordination Email submitted to Faculty Listserv

- Date: 6/21/17

## 7c. Coordination with Library Liaison

- **Date:** 6/21/17

## 9. Justification for Action

Under-enrolled program.

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**Denise L. Purje**

Date: September 18, 2017

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**Approved**

**Undergraduate/Graduate Academic Board Chair**

Date: September 18, 2017

---

**Provost or Designee**

Date:

---

**Approved**

**Department Chair of Community Campuses**

Date: September 18, 2017

---

**Approved**

**Committee Chair**

Date: September 18, 2017
Program Action Request
University of Alaska Anchorage
Proposal to Deactivate a Program of Study

1a. College
   Mat Su College

1b. Department (if applicable)
   Refrigeration and Heating

2. Complete Program Title
   Sustainable Energy

3. Type of Program
   Choose one: Undergraduate: Yes or Graduate:
   Degree Type, e.g. OEC: OEC

4. Type of Action: PROGRAM
   Delete/Deactivate

5. Implementation Date (semester/year)
   Fall 2016

6. Location/Delivery Campus(es):
   Mat-Su College

7a. Coordination with Affected Units
    Initiator Name (typed): Johnny Kirby
    Department, School, or College
    Initiator Signed Initials
    Mat-Su College
    Date: 9/21/17

7b. Coordination Email submitted to Faculty Listerv (uaa_faculty dl@lists uaa.alaska.edu)
    Date: 8/21/17

7c. Coordination with Library Liaison
    Date: 8/21/17

9. Justification for Action
   Under-enrolled program.

Approval signatures and dates are filled in the document, indicating the approval process.

DocuSign Envelope ID: EFB733C3-C03D-4758-8737-1F4190F0528A