March 25, 2016  
2:00-5:00pm  
Physical location: ADM 204  
Audio Conference: 786-6755, Passcode: 284572

I. Roll  
- Sandy Pence (FS)  
- Utpal Dutta (FS)  
- Cheryl Smith (FS)  
- Alberta Harder (CAS)  
- Barbara Harville (CAS)  
- Grant Cochran (CAS)  
- Vacant (CBPP)  
- Carrie King (COH, Chair)  
- Yvonne Chase (COH)  
- Vacant (COE)  
- Vacant (CTC)  
- Jeff Hoffman (COENG)  
- Robin Hanson (LIB)  
- Casey Rudkin (KPC)  
- Luke Grabarek (Mat-su)  
- Kathryn Hollis-Buchanan (Kod)  
- DB Palmer (PWSC)  
- Christina Stuive (ADV)  
- Ian Minnock (USUAA)  

Ex-Officio Members  
- Susan Kalina  
- Lora Volden  
- Scheduling and Publications

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

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

IV. Administrative Report  
A. Vice Provost for Undergraduate Academic Affairs Susan Kalina  
B. University Registrar Lora Volden

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

VI. Program/Course Action Request- Second Readings  
Chg OSH A250 Hazardous Materials Operations

VII. Program/Course Action Request- First Readings  
Chg OSHL-AAS Associate of Applied Science in Occupational Safety and Health  
Add BS Bachelor of Science in Occupational Safety and Health  
Chg SOC A342 Marriage and Families  
Chg BIO A430 Marine Animals and Seabirds (pg. 6-10)  
Chg PLGS-BA Bachelor of Arts in Languages  
Add ME A420 Automotive Engineering  
Add ME A421 Engineering Finite Element Analysis  
Chg BA A264 Personal Selling  
Chg BA A273 Introduction to Statistics for Business and Economics
Chg  BA A303  Real Estate Investment Finance
Chg  BA A431  Real Estate Appraisal
Chg  MGMT-BBA  Bachelor of Business Administration in Management
Chg  REAL-MNR  Minor in Real Estate
Chg  EDEL A205  Becoming an Elementary Teacher
Chg  EDFN A210  Assessment-Based Online Tutoring
Chg  EDFN A302  Foundations of Educational Technology

VIII.  Old Business

IX.  New Business
   A. Purge List (pg. 10-26)
   B. Review UAB Joint Values Statement (pg. 27-32)

X.  Informational Items and Adjournment:
March 11, 2016
2:00-5:00pm
Physical location: ADM 204
Audio Conference: 786-6755, Passcode: 284572

I. Roll
(P) Sandy Pence (FS) (P) Carrie King (COH, Chair) (P) Casey Rudkin (KPC)
(P) Utpal Dutta (FS) (P) Yvonne Chase (COH) (P) Luke Grabarek (Mat-su)
(P) Cheryl Smith (FS) () Vacant (COE) (T) Kathryn Hollis-Buchanan
(P) Alberta Harder (CAS) () Vacant (CTC) (Kod)
(T) Barbara Harville (CAS) () Vacant (COENG) (T) DB Palmer (PWSC)
(P) Grant Cochran (CAS) (P) Robin Hanson (LIB) (P) Christina Stuive (ADV)
() Vacant (CBPP) (P) Ian Minnock (USUAA)

Ex-Officio Members
(P) Susan Kalina
(T) Lora Volden
(T) Scheduling and Publications

II. Approval of the Agenda (pg. 1-3)
   Motion to amend agenda to put New Business & Informational Items before course readings.
   Approved with amendments

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

IV. Administrative Report
   A. Vice Provost for Undergraduate Academic Affairs Susan Kalina
   B. University Registrar Lora Volden

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

VI. Old Business

VII. New Business
   A. Review UAB Joint Values Statement
      First Reading Motion: Approve at first reading and forwarding to faculty senate
      Second Reading Motion: Approve and forward to faculty senate

VIII. Informational Items and Adjournment:
   A. GEOL A458 (pg. 6)
   B. GUID A194 (pg. 7-10)

IX. Program/Course Action Request- Second Readings
X. Program/Course Action Request - First Readings

| Chg | OSH A101 | Introduction to Occupational Safety and Health |
| Chg | OSH A108 | Injury Prevention and Risk Management |
| Chg | OSH A111 | Occupational Safety Training Needs and Methods |
| Chg | OSH A120 | Safety Program Management and Recordkeeping |
| Add | OSH A160 | Fundamentals of Industrial Hygiene |
| Chg | OSH A201 | Hazard Control: Inspections, Audits and Investigations |
| Chg | OSH A211 | Safety Management Systems |
| Add | OSH A215 | Environmental Issues for Safety and Health Professionals |
| Chg | OSH A230 | Principles of Ergonomics |
| Chg | OSH A240 | Workplace Monitoring: Instrumentation and Calibration |
| Add | OSH A305 | Incident Investigation and Analysis |
| Add | OSH A310 | Human Factors |
| Add | OSH A360 | Advanced Industrial Hygiene |
| Add | OSH A375 | Process Safety Management |
| Add | OSH A390 | Selected Topics in Occupational Safety and Health |
| Add | OSH A405 | Construction Industry Safety Management |
| Add | OSH A420 | Legal Aspects of Safety |
| Add | OSH A450 | Risk Management for Safety and Health |
| Add | OSH A460 | Economic Value of Safety |
| Add | OSH A495 | Advanced Occupational Safety and Health Internship |
| Chg | SOC A251 | Crime and Delinquency |
| Chg | JUST A251 | Crime and Delinquency |
| Chg | LGLS-BA | Bachelor of Arts in Legal Studies |
| Chg | HMSV-AAS | Associate of Applied Science in Human Services |
| Chg | HMSV-BHS | Bachelor of Human Services |
| Chg | GEO A246 | Geomatics Computations II |
| Chg | GEO A256 | Engineering Surveying |
| Chg | GEO A265 | Spatial Data Adjustments I |
| Chg | GEO A357 | Photogrammetry |
| Chg | GEO A410 | High Density Surveying |
| Chg | GEO A420 | Point Cloud Analysis |
| Chg | GEO A433 | Hydrographic Surveying |
| Chg | GIS A301 | Spatial Data Structures |
| Chg | GIS A351 | Remote Sensing |
| Chg | GIS A367 | Image Analysis |
| Chg | GIS A433 | Coastal Mapping |
| Chg | GIS A458 | Spatial Data Management |
| Chg | GIS A466 | Spatial Analysis |
| Add | BIOL A311 | Experiential Learning: Animal Physiology |
| Add | BIOL A317 | Experiential Learning: Plant Physiology |
| Add | MBIO A410 | Microbial Physiology |
Add MBIO A420 Pathogenic Microbiology
Add MBIO A421 Experiential Learning: Pathogenic Microbiology
Add MBIO A440 Microbial Diversity
Add MBIO A452 Microbial Genetics
Add MBIO A468 Geomicrobiology
Chg BIOS-BA Bachelor of Arts in Biological Sciences
Chg BIOS-BS Bachelor of Science in Biological Sciences
Chg NSCI-BS Bachelor of Science in Natural Sciences

Approve at first reading and forwarding to faculty senate

Chg BA A273 Introduction to Statistics for Business and Economics
Holding for UAB mtg on 3/25/16

Chg OSH A250 Hazardous Materials Operations
Accepted for first read, Rolled back for edits

Chg GEO A146 Geomatics Computations I
Chg GEO A156 Fundamentals of Surveying
Scratch from agenda, already passed FS
**Course Action Request**  
University of Alaska Anchorage  
Proposal to Initiate, Add, Change, or Delete a Course

<table>
<thead>
<tr>
<th>2. Course Prefix</th>
<th>3. Course Number</th>
<th>4. Previous Course Prefix &amp; Number</th>
<th>5a. Credits/CEUs</th>
<th>5b. Contact Hours (Lecture + Lab)</th>
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**6. Complete Course Title**  
Marine Mammals and Seabirds  
Marine Mammals & Seabirds  
*Abbreviated Title for Transcrip (30 characters)*

**7. Type of Course**  
- [ ] Academic  
- [ ] Preparatory/Development  
- [ ] Non-credit  
- [ ] CEU  
- [ ] Professional Development

**8. Type of Action**  
- [ ] Add  
- [X] Change  
- [ ] Delete

**9. Repeat Status No**  
- [ ] # of Repetitions  
- [ ] Max Credits

**10. Grading Basis**  
- [ ] A-F  
- [ ] P/NP  
- [ ] NG

**11. Implementation Date**  
- Semester/year: Fall/2015  
- From: Fall/2015  
- To: Fall/1999

**12. [ ] Cross Listed with**  
- [ ] Stacked with  
  - [ ] Cross-listed Coordination Signature

**13a. Impacted Courses or Programs**  
- List any programs or college requirements that require this course.

<table>
<thead>
<tr>
<th>Impacted Program/Course</th>
<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
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<td>3.</td>
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**13b. Coordination Email**  
Submitted to Faculty Listserv: (usa-faculty@lists.usa.alaska.edu)

**13c. Coordination with Library Liaison**  
Date: 6Jan14

**14. General Education Requirement**  
Mark appropriate box:  
- [ ] Oral Communication  
- [ ] Written Communication  
- [ ] Quantitative Skills  
- [ ] Humanities  
- [ ] Social Sciences  
- [ ] Natural Sciences  
- [ ] Integrative Capstone

**15. Course Description**  
(suggested length 20 to 50 words)  
The biology and ecology of marine mammals and seabirds, with an emphasis on understanding their evolution, physiology, and behavior.

**16a. Course Prerequisite(s)**  
(list prefix and number or test code and score)  
[BIOL A271 and BIOL A288] with minimum grade of C.

**16b. Co-requisite(s)**  
(concurrent enrollment required)

**16c. Automatic Restriction(s)**  
- [ ] College  
- [ ] Major  
- [ ] Class  
- [ ] Level

**16d. Registration Restriction(s)**  
(non-codable)

**17. [ ] Mark if course has fees**

**18. [ ] Mark if course is a selected topic course**

**19. Justification for Action**  
Removing stacked course, removing laboratory from course, revising name and content. Part of our overall curriculum revision, which seeks to streamline completion of the B.S. in Biological Sciences degree and align our degree with the core concepts and competencies outlined in Vision and Change in Undergraduate Biology Education (National Science Foundation and American Association for the Advancement of Science)

**Khrystyne Duddlestone**  
Digitally signed by Khrystyne Duddlestone  
ON Apr 26, 2014 11:35:47 AM -07'00'  
[Signature Image]

**5. Approved Patricia Linton**  
3.28.14  
Disapproved  
Dean/Director of School/College  
Date

**Initiator (faculty only)**  
**Khrystyne Duddlestone**

**Initiator (TYPE NAME)**  
**Approved**

**Fred A. Rainey**  
Approved  
Department Chair  
Date

**Approved**  
Board Chair  
Date

**Disapproved**  
Provost or Designee  
Date

**Approved**  
College/School Curriculum Committee Chair  
Date
I. Date of Initiation: Spring 2014

II. Curriculum Action Request

A. College: College of Arts and Sciences
B. Course Prefix: BIOL
C. Course Number: A430
D. Number of Credits: 3
E. Contact Hours: 3+0
F. Course Title: Marine Mammals and Seabirds
G. Grading Basis: A-F
H. Implementation Date: Fall 2015
I. Cross-listed/Stacked: N/A
J. Course Description: The biology and ecology of marine mammals and seabirds, with an emphasis on understanding their evolution, physiology, and behavior.
K. Course Prerequisites: [BIOL A271 and BIOL A288] with minimum grade of C.
L. Course Co-requisites: N/A
M. Other Restrictions: N/A
N. Registration Restrictions: N/A
O. Course Fees: No

III. Instructional Goals and Student Learning Outcomes

A. Instructional Goals. The instructor will:

1. Teach students about marine mammals and seabirds: where they originated from, their evolutionary history, and the anatomical, physiological, reproductive, and behavioral changes that resulted from their re-entry into the marine habitat.
2. Highlight the suite of morphological and physiological changes that have taken place that allow marine mammals and seabirds to exploit underwater and at-surface food resources, and explain how foraging behavior has shaped social evolution.
3. Emphasize how reproductive strategies are closely tied to evolutionary history, foraging ecology, and social organization for marine mammals and seabirds.
4. Convey the critical role that marine mammals and seabirds play in marine ecosystems, and make students aware of how human activities are impacting marine mammal and seabird populations throughout the globe.
5. Provide detailed examples of how the anatomical and physiological traits of marine mammals and seabirds are uniquely linked to their habitat, and of how changes in that habitat may influence species diversity and abundance.
6. Relate all of the above to current issues in Alaskan marine ecosystems and resources - with a focus on balancing the many values represented in our environment.
7. Teach students how to evaluate and integrate information from a variety of different sources and perspectives.

B. Student Learning Outcomes and Assessment Measures

| Student Learning Outcomes: Upon completion of | Assessment Measures |
this course, the student will be able to:

<table>
<thead>
<tr>
<th>Activity</th>
<th>Assessment Tools</th>
</tr>
</thead>
<tbody>
<tr>
<td>Read and understand current research papers published in the area of marine mammal and seabird biology.</td>
<td>In class discussions and demonstrations, written assignments</td>
</tr>
<tr>
<td>Integrate information from scientific articles with that provided in lecture and textbook assignments, and use this information to evaluate conservation issues</td>
<td>Exams, written assignments, in class reports</td>
</tr>
<tr>
<td>Compare adaptations to marine existence among species and assess how habitat influences ecology and behavior</td>
<td>Midterm and final exams</td>
</tr>
<tr>
<td>Synthesize and integrate information from lecture and literature and convey an understanding of the way in which marine mammals and seabirds have adapted to their environment.</td>
<td>Writing assignments, exams, presentations and final paper</td>
</tr>
</tbody>
</table>

IV. Course Level Justification

This course builds on concepts presented in 200 level courses. Students are required to learn and integrate information from a variety of scientific sources to gain an in-depth understanding of marine mammals and seabirds, and their roles within the marine ecosystems in which they are found.

V. Topical Course Outline

A. The marine habitat and speciation
   1. Systematics
   2. Evolution and distribution of Pinnipeds
   3. Evolution and distribution of Cetaceans
   4. Evolution and distribution of Sirenians, Polar Bears and Otters
   5. Evolution and distribution of Seabirds

B. Adaptations to aquatic existence
   1. Morphological
   2. Thermoregulatory
   3. Osmoregulation and water balance
   4. Sensory physiology

C. Adaptations for diving
   1. Increased oxygen storage
   2. Cardiovascular control
   3. Hydrodynamic adaptations
   4. Cost of transport
   5. Reduced metabolic rate

D. Diving and foraging behavior
   1. Methods for studying diving and foraging behavior
   2. General patterns of diving behavior
   3. Foraging behavior and ecology
   4. Trophic roles and foraging strategies
   5. Optimality models

E. Reproductive energetics
   1. Costs of reproduction
   2. Evolution of mating systems
3. Offspring provisioning strategies
4. Reproductive strategies
5. Impact on foraging ecology and distribution

F. Social systems & population dynamics
   1. Social systems
   2. Link to reproductive systems
   3. Implications for population dynamics

G. Management & conservation
   1. Requirements for appropriate management decisions
   2. Protective legislation
   3. Local management, subsistence issues
   4. Fisheries interactions
   5. Contaminants and pollution

VI. Suggested Texts


VII. Bibliography


In addition to textbook assignments, an extensive reference list of current literature from scientific journals is utilized for this course.
## GER Purge List for the 2016-17 UAA Catalog (as of 3/21/16)

<table>
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<td>199702</td>
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<td>A601</td>
<td>Integration Seminar</td>
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<td>Native Ways of Knowing</td>
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<td>200603</td>
<td>N/A</td>
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<td>AS</td>
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<td>A200</td>
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<td>Power System Management</td>
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<td>Conversational Skills II</td>
<td>AS</td>
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<td>201102</td>
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<td>A342</td>
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<td>199702</td>
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<td>AS</td>
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<td>201101</td>
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<td>201003</td>
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<td>Leading Technical Employees</td>
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2016-17 Academic Purge List
AKNS A109B Tlingit Orthography will be offered this fall. It is in the fall 2016 schedule. The Tlingit language courses are offered every other year and the last time we offered it - the course only had 7 students enrolled and was cancelled per the Dean’s policies.

We are offering the Tlingit language courses next academic year, including the AKNS A109B

AKNS A109C Alaska Native Language Orthography is a course that includes Alaska Native languages that are being offered at the Branch campuses, primarily KoC and KPC. These two branch campuses are developing Ahtna and Dena’ina language courses and this would be part of their suite of offerings. There have been recent hires at these two branch campuses and as the new faculty there start offering these courses, this class will be important.

Justification to retain DN A490: We would like the option to use this special topics class in the upcoming years.

DNCE A245 Dances of West Africa II – It is OK to let this course be purged. It is not the only prerequisite for DNCE A365. It is one on a menu of choices. At present, there is no longer the demand for this course. When demand returns, this course will be re-envisioned.

DNCE A205 Fundamentals of Ballet II – Only in this past year was I able to identify a qualified teacher for this course after our other qualified teachers left the state. I envision this course will be able to be offered again in the spring of 2017.

FIRE A216 Instructional Methodology is a professional certification awarded by the State of Alaska as well as the International Fire Service Accreditation Congress. The FEST Program occasionally awards non-traditional credit for the certificate and therefore FIRE 216 benefits non-traditional learners.

Justification to retain FREN A310, Selected Topics: Literary Trends and Traditions: The Department of Languages has been unable to offer this course due to lack of staff to teach it. However, the course addresses a critical need of French majors and minors, and is an integral part of the French program at UAA. The department intends to offer the course in the near future, and therefore, would like to retain it.

Justification to retain GEOL 475 - Environmental Geophysics & GEOL 381 - Kenai Peninsula Field studies: The Geological Sciences Dept is currently searching for 2 new positions in geology and are planning to hire for next fall semester. One of the searches is for a geophysics position and that faculty member is expected to teach geophysics courses including the above GEOL 475 next year. We would like to save this class so that it does not have to be resubmitted by the new faculty.
GEOL 381 was developed and taught by myself for several years. During the last few years I have been responsible for teaching GEOL 481 - Alaskan Field Investigations during the semester I previously taught GEOL 381. It is expected that the 2 new hires in geology will help teach GEOL 481, so that I would be able to again teach GEOL 381 within the next 2 years. So please allow us a little latitude before purging GEOL 381.

**Justification to retain HS A499 – Senior Thesis:** The Bachelor of Science in Health Sciences is a new degree (approved 2012) with a total of 13 graduates between the Spring 2015 and Fall 2016 semesters. We have more than 400 declared “pre-majors” and around 30 declared majors at this time: we anticipate some of these upcoming students will complete a Senior Thesis through our department and need the HS A499 course to facilitate their work.

**JPN A310 should be purged.**

**Retain MT A124 Small Wooden Boatbuilding** from the purge list. This is a course offered by KPC/Kachemak Bay.

**Justification to retain RUSS A205:** The Russian program is currently being restructured and the Department would like to maintain the course until further curriculum decisions have been made.

**SOC A342 (Sexual/Marital/Family Life)** be removed from the purge list. One of our faculty members is currently updating that course and we have tentative plans to offer it in Spring 17.

**SOC A387 (Gay & Lesbian Lifestyles)** be removed from the purge list. Our department has plans to update this course.

**Justification to retain SPAN A470, Spanish Linguistics: History of the Language:** The Department is offering the course in fall 2016.
Memo

To: Undergraduate Advisory Board

From: Rocky Capozzi, Director of Aviation Technology

cc: John Wight, Aviation Technology

Date: January 8, 2016

Re: Purge List ATA A290

Undergraduate Advisory Committee,

ATA A290 Selected Topics in Aviation Technology is a course that allows for the Aviation Technology programs to have flexibility at an undergraduate level to offer unique courses and topics. While it has not been used in a number of years, its possible use for different course materials at a level below senior standing is useful to keep the students knowledgeable about upcoming and new aviation concepts.

The aviation industry is in continuous flux, with both changes in policy and changes in technology coming at a rapid pace. As such, this course would allow topics on a new technology or shifts in the industry while the foundational courses are changed to accommodate the new concepts. Two examples of this would be an introduction to future navigation concepts or Unmanned Aerial Systems. Not only are these topics current but also are changing. However, since the topics are changing so rapidly they are being transitioned into the more classical topics and courses at a slower pace. However, these topics would be good as a 290 Selective Topic. While neither truly fit the requirements for an upper division class but are not yet fully flushed out enough for a full course.

It is because of the flexibility that the ATA A290 course allows, without adding any cost to the program or department, we would like to remove it from the purge list. Thanks you for your time.

Raymond Weber, CFI, CFII, MEI, ABD, AHP
Assistant Professor
Aviation Technology Division, University of Alaska Anchorage
rweber15@uaa.alaska.edu
907-786-7220
Memo

March 4, 2016

To: Undergraduate Academic Board
Through: Monique Marron, Governance Coordinator
From: Dr. Diane K. Hanson, Chair, Department of Anthropology

Re: Purge List for the 2016-2017 UAA Catalog

The Purge List for the 2016-2017 UAA Catalog includes three undergraduate Anthropology courses. These are ANTH A375, Introduction to Cultural Resource Management (last offered in Fall 2010); ANTH A432, Hunting and Gathering Societies (last offered in Spring 2007), ANTH A499, Senior Thesis in Anthropology.

We have discontinued teaching ANTH A375 and ANTH A432 and agree that they should be purged.

ANTH A499 is available for any student intending to enter the honors program and requiring a senior thesis in anthropology. We request that this course be retained for those students wishing to participate in the honors program.
February 16, 2016

To: Undergraduate Academic Board
From: Deborah Tharp / Department of Art / Curriculum

Subject: 2016-17 Academic Course Purge List & GER Purge List for the UAA Catalog

The Department of Art is requesting retention of ART A361 History of Graphic Design from the 2016-17 Academic Course Purge List. We plan to work with JPC to merge and cross-list the Graphic Design Program with courses from the Department of Journalism and Public Communications as part of our prioritization and curriculum planning strategy. This course is an essential component of this curriculum plan. Please retain this course from the list while we work on this important programmatic curriculum.

The Department of Art is requesting retention of ART A295 Internship Digital Art. This is a course that originated on the KPC Campus for their curriculum with the Digital Arts Associates Degree. The UAA Department of Art is currently reviewing this course for possible curriculum revisions to serve UAA's Graphic Art and Photography Programs to meet the Art Department's curriculum needs.

The Department of Art is requesting retention of GER courses ART A360A History of Non-Western Art I and ART A360B History of Non-Western Art II. These courses rotate in a 4-year cycle with other upper division Art History Courses and are currently scheduled to be taught in the 2016-17 academic year. With only one art historian in the Department of Art teaching only one upper division course per semester we were presented with a scheduling problem that we have now corrected. We have reconfigured our 4-year cycle to accommodate our current situation. Teaching these two courses for the 2016-2017 academic year will now allow us to cycle our courses appropriately.
Hi Patrick,

Thank you for the prompt reply. BA A653 and BA A685 will be retained and BA 491b will be purged.

Kimberly Swiantek  
Governance Coordinator  
University of Alaska Anchorage  
3211 Providence Drive  
Phone: 907.786.1994

Institutional Money Management (BA 491b) may be purged. The other two (BA A653 Multinational Financial Mgmt and BA A685 Adv Investment Management) should be kept on the catalogue.

C. Patrick Fort, Ph.D.  
Professor of Accounting  
Chair, Accounting and Finance Department  
College of Business and Public Policy  
University of Alaska Anchorage  
Phone: 907-786-4138
Hi Monique,

It looks like they were removed.

Owen

---

From: Monique D Marron  
Sent: Thursday, March 17, 2016 9:27 AM  
To: Owen R Tucker <ortucker@uaa.alaska.edu>  
Cc: Alyona V Selhay <yvselhay@uaa.alaska.edu>  
Subject: FW: Purge List - Deadline to retain - March 17, 5:00 p.m.

Hi Owen,

Can you tell me if BA A653 or BA A685 were removed from the purge list?

Thank you,

Monique Marron  
Governance Coordinator  
University of Alaska Anchorage  
(907)786-1994

---

From: Dave A Fitzgerald  
Sent: Thursday, March 17, 2016 6:53 AM  
To: Monique D Marron <mdmarron@uaa.alaska.edu>  
Subject: Fw: Purge List - Deadline to retain - March 17, 5:00 p.m.

Monique, can you tell me whether these were received?

Dave

---

From: John R Nofsinger  
Sent: Wednesday, March 16, 2016 9:06 PM  
To: Lynn K Koshiyama  
Cc: Nalinaksha Bhattacharyya; Ajit Dayanandan; Dave A Fitzgerald; Allyson B Berg; C Patrick Fort  
Subject: Re: Purge List - Deadline to retain - March 17, 5:00 p.m.

Hi Lynn,

On January 6, I forwarded the following justification for keeping two of the three courses:

The MBA program is entering into partnerships with universities in China and elsewhere. These arrangements will likely drive more interest in courses like BA A653 Multinational Financial Mgmt and BA A685 Adv Investment Management.
To: Undergraduate Academic Board

From: Lance Howe, Chair, Department of Economics and Public Policy

CC: Rashmi Prasad, Dean, College of Business and Public Policy
    Dave Fitzgerald, Chair, CBPP Curriculum Committee

Date: 3/16/2016

Re: Preserve Econ A429 and Econ A640

Comments:

I am writing to request that two economics courses not be purged from the catalog. Below I provide justification for each course.

**Econ A429, Business Forecasting:** Business Forecasting has not been taught for the last several years due largely to a lack of faculty resources. This is my first year serving as Chair and making this course content available to CBPP students is a priority. Within the last few months Assistant Professor Angie Zheng, who has extensive experience in time series data analysis and in business forecasting, expressed an interest in teaching the course. Prior to the course purge notification we made plans for Prof. Zheng to teach the course in Fall 2017. In addition, we are gaining a new ISER economist with extensive background in data analytics; his addition provides greater flexibility in covering data oriented courses.

Taking either Econ 429 or Econ 312 (Econometrics) is required for Economics majors, Finance majors, and Marketing majors; in addition, both courses have historically been popular electives for other CBPP BBA majors. Business Forecasting focuses on analyzing time series data and forecasting future events (e.g. sales or revenue) while Econometrics is a broader introduction to regression analysis and emphasizes use of cross-sectional and panel data - time series is not typically covered in econometrics. Given the explosion in the availability of firm level data, businesses across the country expect greater aptitude from business professionals in data analytics relative to years past. Preserving Econ 429 will allow us to maintain and eventually reconfigure an important course option for business students.

**Econ A640, Economics of Transportation:** This course has also not been taught for the last few years due to a lack of faculty resources. Economics of Transportation is particularly valuable for Masters students in the Global Supply Chain Management MS program; it is also a popular elective for MPA and MBA students. Professor of Logistics, Dr. Darren Prokop, who has a PhD in Economics, has requested to teach this course in Spring 2017 and I fully support his request and don’t foresee any reason this course cannot be offered.

Thank you for reviewing our request.
MEMORANDUM

To: Carrie King, Chair, Undergraduate Academic Board
From: Daniel T. Kline, Director, Department of English
Date: 11 January 2016
Re: Retaining ENGL Courses on the Academic Purge List

Four ENGL courses were recently identified as eligible to be purged in the most recent Academic Course Purge List (5 January 2015):

- ENGL A305 (National Literatures in English),
- ENGL A361 (The Novel),
- ENGL A381 (Drama), and
- ENGL A487 (Standard Written English).

We are comfortable letting ENGL A305 (National Literatures in English) become inactive.

The Department of English formally requests that the three other courses (ENGL A361, ENGL A381, and ENGL A487) be retained in the curriculum and not be purged from the catalog because (1) they are still integral selectives for our majors but (2) we have not offered them recently in an effort to keep our enrollments at the highest level possible.

In that all three courses are still important components of the English curriculum, the Department of English formally requests that they be kept in the catalog.
Please do not hesitate to contact me should you have any questions.
Memo

To: Undergraduate Academic Review Board (UAB)
From: T.J. Miller, Director HPER Dept.
Date: January 11, 2016
Re: Course Purge

The courses listed below are ok to purge from the catalog:

PEP A116 Tech Group Fitness Instruction CT
PER A132 Beginning Golf
PER A162 Beginning Telemark Skiing
PER A227 Intermediate Tae Kwon Do
PER A281 Advanced Hockey

Please retain the following courses:

PEP A235 Coaching Swimming & Diving
PEP A236 Coaching Skiing
PEP A237 Coaching Figure Skating
PEP A239 Coaching Baseball/Softball
PEP A240 Coaching Football
PEP A243 Coaching Hockey
PEP A244 Coaching Volleyball

Justification:
The coaching courses listed above are part of a minor program that is being deleted. The coaching courses have always been offered through a directed study model and are offered as desired/needed by students in the coaching minor. HPER needs to offer these courses over the next year as we teach out the Coaching Minor students.
UAB Values Statement

It is the intent of this document to state the shared values and priorities of the Undergraduate Academic Board. We believe that this is an opportunity to discuss our core beliefs and to share them with our faculty colleagues. In doing so, we hope to reflect the significance and importance of our faculty colleagues, whose work creates the university.

We also believe that this delineation of our values and priorities, as well as our procedures and processes will ensure that we work in a way that reflects those values, honors our faculty colleagues, builds trust, and contributes to the excellence of the university.

At the same time, we believe that in order to be responsive to a changing university, UAB needs to be flexible and adaptive to needs and circumstances as they arise.

While we envision the values of the Board to be relatively stable, we believe that an ongoing conscious consideration of our values, priorities, and processes ensures that we continue to work in a way that reflects those values and priorities. Therefore, it is our intent that this document be a flexible and adaptable guideline for the priorities, procedure, and processes of the Undergraduate Academic Board.

Reflection Questions

- What values do you believe are essential for the university?
- How will your work as a member of UAB reflect those values?
- When you have a difficult decision to make, will you be able to support these values?
- How will you ensure that you are modeling these values at Board meetings?
- We always want the faculty to be able to say ________ about the way we do our work.
UAB Values

UAB Values Statement:

The Undergraduate Academic Board is dedicated to a shared, rigorous, open, and critical inquiry of curricular excellence in a collegial framework that fosters intellectual vitality and creativity.

UAB values are grounded in both academic integrity and process integrity.

Academic integrity encompasses the values of inclusiveness and innovation, as well as intellectual excellence, rigor and vitality/currency/relevance.

Process integrity includes the values of inclusiveness, fairness and transparency, as well as collaboration, honesty, respect and constructive feedback.

UAB Priorities, Procedures and Processes Statements

• The purpose of the priorities, procedures and processes statements is to clarify and support the values statement, to show the values at work.

• It is a priority of the Board to represent the academic values of our peers across the University, including the community campuses.

• We endeavor to serve UAA’s diverse and intellectually curious faculty in the creation of opportunities for student success.

• In our efforts to both represent and support our peers, it is our goal to work collaboratively with faculty initiators and to offer respectful and constructive feedback as we review curriculum, programs, and policy changes or adoptions.

UAB Priorities

Institutional

• Accreditation: UAB works with the Office of Academic Affairs on accreditation.

• UAB’s curricular review processes directly support Teaching and Learning (UAA’s Core Theme #1) as well as Student Success (UAA’s Core Theme #3).

• Academic policy changes and/or adoptions: UAB works with the Office of Academic Affairs and the University Registrar on academic policies and procedures.
• Curriculum coordination: UAB works with the Governance Office, the Office of Academic Affairs, the Graduate Academic Board, the Academic Assessment Committee, the College Curriculum Committees, and Department Curriculum Committees and Chairs.

Board specific Priorities

• Curricular excellence

Intellectual vitality requires that course offerings remain current with advances and discoveries in the scientific, humanistic, and artistic disciplines associated with undergraduate degrees offered at UAA.

  o Curriculum currency and vitality

  o Rigorous, open and critical review of curriculum

• Collaboration

Faculty members are the core of the institution and their work on curriculum development is among the most significant work of the university. It is a goal of UAB to inform and facilitate the development of excellent curriculum.

  • Create a seamless process to help faculty initiators navigate the UAA curriculum process

    o Seek ways to minimize “paperwork” response to UAB by approving CAR/CCGs with minor changes so that the documents move forward rather than making them return to the Board.

• Transparency

Be clear and consistent in both stating and following the Board’s procedures and processes.

• Academic policy

UAB is the core of academic policy development and is at the forefront of changes in academic policy and programs. As the university grows and changes, UAB is privileged to guide faculty in developing and integrating programs into the curriculum.
It is the goal of UAB to contribute to and support excellence in the university. At the same time that UAB oversees the development of programs, it is also oversees the deletion of programs as the university evolves.

**UAB Procedures** The established or expected way of conducting business of the Board.

**Non Curricular Review Meetings**

- **Introductory Meeting**
  1. The first meeting of the Academic Year
  2. The Board begins the Academic Year with a priorities, procedures, and processes meeting.
  3. Board welcomes new members.
  4. New and returning members review and update previous year’s priorities, procedures, and processes in light of the Board’s values.
  5. Chair reviews and explains priority group member selection process.
  6. Board discusses the role of the priority groups in curriculum groups.
  7. This review and update should help orient new members and should also help returning members to keep focus on the Board’s priorities throughout the year.
  8. Due dates for curriculum are reviewed, as set with UAA governance.

- **College and Campus Curriculum Chairs Meeting**
  1. Generally scheduled in September – this is a meeting with the college and campus curriculum chairs to discuss UAB priorities and to talk about college and campus concerns and priorities
  2. Recommendations are discussed with the college and campus curriculum chairs for setting due dates for curriculum at the college and campus level in agreement with UAA governance calendar.

- **Fall Joint UAB/GAB meeting**
- **Spring Joint UAB/GAB meeting**
- **Final Meeting of the Academic Year**
  1. Board reflects on values, priorities, procedures and processes over the year.
  2. Summary of work is prepared for submission to faculty senate.
  3. Chair is elected for upcoming academic year.
Curriculum Review Meetings

1. Chair assigns curriculum to “priority” groups for review of substantive issues.
2. First and second readings.
3. Presence of faculty initiator (or proxy) is required to conduct course review.
4. If faculty initiator or proxy cannot answer the board’s questions, the review will be postponed.

UAB Curriculum Review Processes
The series of actions that the Board undertakes in conducting its business—this is what happens, or the step-by-step operation of the Board.

1. Faculty initiator (or proxy) is present;
2. Faculty initiator is invited to make a brief presentation on the curriculum brought for review;
3. University Registrar and Scheduling make comments, if necessary;
4. Priority team members ask questions, make comments, and/or offer suggestions for clarification/coherence/alignment of curricular documents focusing on substantive issues;
5. Non-priority team members ask follow up questions and make comments and suggestions;
6. Faculty initiator has the opportunity to answers questions, respond to comments and suggestions, and to take notes; with the faculty initiator’s approval, the governance staff makes changes in the Curriculum Inventory Management (CIM) system
7. Board actions or motions are as follows:
   - First reading (one of the following):
     - Action: Accept for first reading.
     - **OR**
     - Motion: Approve at first reading and forward to faculty senate.
   - Second reading:
     - Motion: Approve and forward to faculty senate.
     - Board may choose to move to reject a course.
8. Board makes a motion to either:
   - waive first, approve for second;
   - **approve at first reading**
   - **to accept** for first reading only;

9. Board approves/not approves a motion;

10. Curriculum, programs, policy changes/adoptions proceed to Faculty Senate for final approval by faculty senators

11. When UAB approves programs for deletion, the Chair of UAB formally recognizes the contributions that these programs and their faculty have made to the University when presenting the action for final approval by the Faculty Senate.

Common motions at UAB

First Reading Motions

- “Move to accept for first reading”
  - the curriculum has been reviewed and the faculty initiator is requested to bring the curriculum back to the Board for a second reading
- **“Move to approve at first reading and forward to faculty senate.”**
  - the curriculum is approved by the Board and is ready to move forward to Faculty Senate

Second Reading Motions

- **“Move to approve and forward to faculty senate”**
  - the curriculum is approved by the Board and is ready to move forward to the Faculty Senate

General motions

- “Move to postpone”
  - members of the Board believe that it would be beneficial to postpone the review, for example, if a proxy for the faculty initiator is unable to answer relevant questions