

Undergraduate Academic Board

Audio: 786-6755 | ID: 284572 | Agenda

April 8, 2016

2:00-5:00pm

Physical location: **LIB 302**

Audio Conference: 786-6755, Passcode: 284572

I. Roll

- | | | |
|---|---|--|
| <input type="checkbox"/> Sandy Pence (FS) | <input type="checkbox"/> Carrie King (COH, Chair) | <input type="checkbox"/> Casey Rudkin (KPC) |
| <input type="checkbox"/> Utpal Dutta (FS) | <input type="checkbox"/> Yvonne Chase (COH) | <input type="checkbox"/> Luke Grabarek (Mat-su) |
| <input type="checkbox"/> Cheryl Smith (FS) | <input type="checkbox"/> Vacant (COE) | <input type="checkbox"/> Kathryn Hollis-Buchanan (Kod) |
| <input type="checkbox"/> Alberta Harder (CAS) | <input type="checkbox"/> Vacant (CTC) | <input type="checkbox"/> DB Palmer (PWSC) |
| <input type="checkbox"/> Barbara Harville (CAS) | <input type="checkbox"/> Vacant (COENG) | <input type="checkbox"/> Christina Stuiwe (ADV) |
| <input type="checkbox"/> Grant Cochran (CAS) | <input type="checkbox"/> Robin Hanson (LIB) | <input type="checkbox"/> Ian Minnock (USUAA) |
| <input type="checkbox"/> Vacant (CBPP) | | |

Ex-Officio Members

- Susan Kalina
- Lora Volden
- Scheduling and Publications

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

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

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

VII. Program/Course Action Request- First Readings

- Chg [EDEL A205](#) [Becoming an Elementary Teacher](#)
- Chg [EDFN A210](#) [Assessment-Based Online Tutoring](#)
- Chg [EDFN A302](#) [Foundations of Educational Technology](#)
- Chg [AKNS A201](#) [Alaska Native Perspectives](#)
- Chg [AKNS A313](#) [Tribes, Nations and Peoples](#)
- Chg [BA A166](#) [Entrepreneurship and Small Business Management](#)
- Add [MEDT A306](#) [Advanced Immunology and Blood Banking](#)
- Chg [MEDT A495](#) [Medical Laboratory Science Practicum](#)
- Chg [MUS A152](#) [Voice Class](#)
- Chg [PS A313](#) [Tribes, Nations and Peoples](#)

- Deact [BIOS-MNR: Minor in Biological Sciences](#)
- Chg [CIVL-BS: Bachelor of Science in Civil Engineering](#)
- Deact [GEOG-MINOR: Minor in Geography](#)
- Chg [HDTE-AAS: Associate of Applied Science in Diesel Power Technology](#)
- Chg [MECH-BS: Bachelor of Science in Mechanical Engineering](#)
- Chg [MLSC-BS: Bachelor of Science in Medical Laboratory Science](#)

VIII. Old Business

- A. Purge List
- B. Review UAB Joint Values Statement

IX. New Business

- A. Graduate Council Catalog Update Request – Incomplete Clarification (pg. 5)

X. Informational Items and Adjournment:

Undergraduate Academic Board

Audio: 786-6755 | ID: 284572 | Summary

March 25, 2016

2:00-5:00pm

Physical location: ADM 204

Audio Conference: 786-6755, Passcode: 284572

I. Roll

(E) Sandy Pence (FS)	(P) Carrie King (COH, Chair)	(T) Casey Rudkin (KPC)
(P) Utpal Dutta (FS)	(P) Yvonne Chase (COH)	(P) Luke Grabarek (Mat-su)
(P) Cheryl Smith (FS)	<input type="checkbox"/> Vacant (COE)	<input type="checkbox"/> Kathryn Hollis-Buchanan (Kod)
(P) Alberta Harder (CAS)	<input type="checkbox"/> Vacant (CTC)	<input type="checkbox"/> DB Palmer (PWSC)
(T) Barbara Harville (CAS)	<input type="checkbox"/> Vacant (COENG)	<input type="checkbox"/> Christina Stuve (ADV)
(P) Grant Cochran (CAS)	(P) Robin Hanson (LIB)	(P) Ian Minnock (USUAA)
<input type="checkbox"/> Vacant (CBPP)		

Ex-Officio Members

(P) Susan Kalina
(P) Lora Volden
(T) Scheduling and Publications

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

Approved

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

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

Approved SOC A342 Marriage and Families

VI. Program/Course Action Request- Second Readings

Chg [OSH A250](#) [Hazardous Materials Operations](#)

Approved and forward to Faculty Senate

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. 6-9)

Chg [LANG-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](#)

Approved at first read, forward to Faculty Senate

- Chg [EDEL A205](#) [Becoming an Elementary Teacher](#)
- Chg [EDFN A210](#) [Assessment-Based Online Tutoring](#)
- Chg [EDFN A302](#) [Foundations of Educational Technology](#)

Postponed to 4/8/16

VIII. Old Business

IX. New Business

- A. Purge List (pg. 10-26)
Approved for Faculty Senate
- B. Review UAB Joint Values Statement (pg. 27-32)

X. Informational Items and Adjournment:

Graduate Council's Requested Catalog Updates, 2016

Incomplete Grades

An incomplete grade (I) is assigned only at the discretion of the instructor. It is used to indicate that a student has made satisfactory progress in the majority of the work in a course but, for unavoidable absences or other conditions beyond the control of the student, has not been able to complete the remainder of the course. Students must have completed the majority of the course assignments with a passing grade as determined by the instructor by the time they request the incomplete grade. The incomplete grade can be requested only when an unforeseen situation beyond the control of the student makes it difficult for the student to complete the remaining assignments in the class; it cannot be used to make up assignments previously missed or completed with lower than expected grades. In any given situation meeting the requirements above, the decision whether to grant the incomplete grade rests with the instructor for the class. The instructor may require documentation. The instructor who agrees to assign an incomplete grade is responsible for grading any yet to be completed material and for submitting a change of grade form for the student. Students assigned an incomplete grade are not entitled to complete the remaining coursework within the classroom/lab or to any additional instruction, nor may they participate in the class/lab during a future semester without re-registering, paying tuition and retaking the course.

An Incomplete Grade Contract Form between the student and the faculty member, stipulating the assignment(s) required to finish the course and the time frame for submission, is required and should be filed with the department or dean's office when an incomplete grade is assigned. Coursework must be completed by the date specified in the contract, not to exceed one year.

Upon completion of the required coursework, the faculty member must submit a Change of Grade Form to the Office of the Registrar. If coursework is not completed by the contract deadline and the faculty member does not submit a Change of Grade Form at that time, the incomplete will become a permanent grade. The student has until the last day of class of the first full semester following the end of the contract to resolve any grading discrepancies.

- See more

at: <https://catalog.uaa.alaska.edu/policies/academicstandardsregulations/grading/#sthash.MwaCYe0I.RwBWBXiQ.dpuf>