			Rose Meier

1. ACTION DESIRED (CHECK ONE):	Trial Course		New Course	

9. CONTACT HOURS PER WEEK	1.5 hr/ wk	LECTURE hours/weeks		LAB hours /week		PRACTICUM hours /week

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	Date	
Signature, Chair Faculty Senate Review Committee: ___Curriculum Review ___GAAC ___Core Review ___SADAC		

ADDITIONAL SIGNATURES: (As needed for cross-listing and/or stacking)

	Date	
Signature, Chair, Program/Department of:		
	Date	
Signature, Chair, College/School Curriculum Council for:		
	Date	
Signature, Dean, College/School of:		

This list is online at:
http://www.uaf.edu/uafgov/faculty-senate/curriculum/course-degree-procedures-/uaf-syllabus-requirements/
The Faculty Senate 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 (or changes to it) may be denied.

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):

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

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

Course textbook title, ‰ author, ‰ edition/publisher.
‰ Supplementary readings (indicate whether ‰ required or ‰ recommended) and
‰ any supplies required.

‰ 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.