



To: Provost and Vice Chancellor Elisha Baker,
University of Alaska Anchorage

Fr: Kimberly Swiantek,
UAA Governance Office

Re: Curriculum Handbook Changes Regarding Currency of the Curriculum

On April 5, 2013 the Faculty Senate approved the following joint motion brought forward by the Undergraduate and Graduate Academic Boards.

Motion: To accept changes to the Curriculum Handbook regarding Currency of the Curriculum by adding a 7 and an 8 to the "Basis for Academic Board Review" portion located in Section 1 of the handbook.

Please see the attached documents for additional information.

If I may be of further assistance, please let me know.

Provost

Approved Disapproved

Comments:

E. Baker, Provost

26/04/2013

Elisha Baker, Provost and Vice Chancellor

Date

Chancellor

Approved Disapproved

Comments:

T. Case

1 May 2013

Tom Case, Chancellor

Date

Suggestions about language for the Curriculum Handbook regarding currency of the curriculum.

This is the present (Nov 5, 2012) language in "Section 1 – Introduction" to the curriculum handbook.

Editorial comment: Assessment and curriculum changes and currency should be linked or related in the CH. For the CH, I think that this should be addressed directly in the Basis for Academic Board Review that begins on p.1.

Suggest adding:

"7. Changes resulting from the program's response to academic assessment processes. Please refer to the current Academic Assessment Handbook for additional guidance regarding these activities."

Then also suggest adding this about **keeping curriculum current**:

"8. Changes made to maintain the currency and vitality of the curriculum. It is recommended that no individual course be allowed to age more than 10 years without review and update by the program faculty. However, it is understood that all programs will differ with respect to the frequency of need for update and/or revisions."

Post-Baccalaureate Certificate 60 credits
Doctoral Degree See program requirements

3. New policies or revisions to existing policies that affect the method of approval, content, or delivery of university courses or programs.
4. Substantial revision to the academic content of a course including
 - A. Additions, modifications or deletions of major subject areas
 - B. Any course that has not been offered at least once during the past 4 years (i.e., Course on a purge list that the discipline informs the Board it intends to deliver. See section 5.3 for additional information).
5. Changes having an impact on the study options available to prospective students, including changes to
 - A. Selection/admission procedures and standards
 - B. Prerequisites, co-requisites, and registration restrictions.
6. Changes responding to the professions, employers, or the wider community.
7. Changes resulting from the program's response to academic assessment processes. Please refer to the current Academic Assessment Handbook for additional guidance regarding these activities.
- 6-8. Changes made to maintain the currency and vitality of the curriculum. It is recommended that no individual course be allowed to age more than 10 years without review and update by the program faculty. However, it is understood that all programs will differ with respect to the frequency of need for update and/or revisions.

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