Submit original with signatures + 1 copy + electronic copy to Faculty Senate (Box 7500).
See *http://www.uaf.edu/uafgov/faculty-senate/curriculum/course-degree-procedures-/* *for a complete description of the rules governing curriculum & course changes.*

TRIAL COURSE OR NEW COURSE PROPOSAL
(Attach copy of syllabus)

SUBMITTED BY:

Department	Homeland Security & Emergency Management	**College/School**	School of Management
Prepared by	Anita Hughes	**Phone**	Ext 4622
Email Contact	Alhughes2@alaska.edu	**Faculty Contact**	Cameron Carlson, cdcarlson@alaska.edu

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

2. *COURSE IDENTIFICATION:*	Dept	HSEM	Course #	F605	No. of Credits	3

Justify upper/lower division status & number of credits:	This is a graduate-level course requiring critical thinking and analytic skills

etc)	

9. CONTACT HOURS PER WEEK:	3/15	LECTURE hours/weeks		LAB hours /week		PRACTICUM hours /week

Note: # of credits are based on contact hours. 800 minutes of lecture=1 credit. 2400 minutes of lab in a science course=1 credit. 1600 minutes in non-science lab=1 credit. 2400-4800 minutes of practicum=1 credit. 2400-8000 minutes of internship=1 credit. This must match with the syllabus. See http://www.uaf.edu/uafgov/faculty-senate/curriculum/course-degree-procedures-/guidelines-for-computing-/ for more information on number of credits.

OTHER HOURS (specify type)	

10. COMPLETE CATALOG DESCRIPTION including dept., number, title, credits, credit distribution, cross-listings and/or stacking (50 words or less if possible):

Example of a complete description:

```
FISH F487 W, O      Fisheries Management
    3 Credits       Offered Spring
    Theory and practice of fisheries management, with an emphasis on strategies
    utilized for the management of freshwater and marine fisheries. Prerequisites: COMM
    F131X or COMM F141X; ENGL F111X; ENGL F211X or ENGL F213X; ENGL F414; FISH F425; or
    permission of instructor.  Cross-listed with NRM F487. (3+0)
```

HSEM F605   Community Planning in Emergency Management

13. GRADING SYSTEM: Specify only one. Note: Changing the grading system for a course later on constitutes a Major Course Change – Format 2 form.

LETTER: **XX**   PASS/FAIL:

RESTRICTIONS ON ENROLLMENT (if any)

14.   PREREQUISITES   **HSEM F412; Must be admitted to MSDM program; or permission of HSEM Program Director**

These will be *required* before the student is allowed to enroll in the course.

15. SPECIAL RESTRICTIONS, CONDITIONS 14. PREREQUISIT24 r7S1 2394 697.32 0.48 0.9125.00.44 re f q7263.76 610.3125.00.44 re f q7263.76 610.3125.04 64 re fl

JUSTIFICATION FOR ACTION REQUESTED

The purpose of the department and campus-wide curriculum committees is to scrutinize course change and new course applications to make sure that the quality

ATTACH COMPLETE SYLLABUS (as part of this application). This list is online at:
http://www.uaf.edu/uafgov/faculty-senate/curriculum/course-degree-