

FORMAT 1

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

SUBMITTED BY:

[Empty box for signature]

JUSTIFICATION FOR ACTION REQUESTED

The purpose of the department and campus wide curriculum committee is to continue new course applications to make sure that the needs of the community are met.

Trial COURSE or New Course - FORMAT 1

Preliminary Syllabus:

URSA 388 Undergraduate Research and Creative Scholarship I

Fall 2012

Course Information:

Title: Undergraduate Research and Creative Scholarship I

CRN Number: TBD

Instructor:

Trial COURSE or New Course - FORMAT 1

1. tools, skills and techniques specific to the discipline that encompasses their project
2. critical thinking skills leading to ability to engage in research, to interpret results and to formulate future questions and directions
3. to communicate research motivations and proposed work in oral, written, poster and performance formats.

Instructional Methods & Course Activities:

Course Meetings Meetings with the instructor will be held on an ad hoc basis throughout the semester. At the start of the semester, the URSA course instructor will establish contact with the student and the mentor to determine the need for safety and other training. This contact will be maintained throughout the semester so the URSA instructor can provide resources and ensure progress.

Course Projects The course project should be envisioned as a proposal for work that could lead to a publication in a peer-reviewed journal or public performance. The proposal should define a project for the student's participation in URSA 488, one that stands a reasonable chance of completion in the available time. Work done during the semester will include a substantial component of experiential learning so the student has the opportunity to develop and apply an understanding of in-depth concepts grounded in the primary scholarly literature. Most students will complete proof

Trial COURSE or New Course - FORMAT 1

mentor should decide on an appropriate format. Throughout the semester the student write the proposal while engaging in proof-of-concept work or preliminary experiments. The results of this preliminary work should be included in the proposal. Copies of the proposal are to be submitted to both the project mentor and the URSA course instructor no later than 5 PM on the last day of final exams for the semester. Reports must be well-written, comprehensive and contain appropriate citations.

Public Presentation Students must prepare a poster presentation of their project proposal. The usual size is 36" x 48", but other sizes may be appropriate if the student will be presenting a poster at another venue. A template and rubric for poster presentations are included at the end of this syllabus. The template will be provided by email, the image in this syllabus is for your reference only.

Course Calendar:

Course week	Course Topic	Course Assignment
1	Research at UAF: opportunities and requirements for participation	
2	How to prepare a Project Proposal and Poster	
3	Individual research	Project Identification Form
4	Individual research	
5	Individual research	
6	Individual research	
7	Individual research	
8	Individual research	
9	Individual research	
10	Individual research	
11	Individual research	
12	Individual research	
13	Individual research	
14	Individual research, poster preparation	
15	Project Proposal finishing touches	Poster Project Proposal
Finals week		Written Project Proposal

Trial COURSE or New Course - FORMAT 1

Course Policies:

Safety All research students must complete safety training. This may involve several online training presentations (with quizzes that you must pass). Contact your department's Safety Coordinator to arrange for training before beginning your project.

Safety Tips While Safety Coordinators will provide a thorough review of safety issues, and you will hopefully have gained safety knowledge in previous courses, here we emphasize several important points. Project work must be carried out with all due caution. Do not work alone. Wear safety gear as suggested. Do not rush. Do not attempt a procedure without the necessary training. Familiarize yourself with the potential hazards of materials you are using. Use common sense. This is a learning experience, so do not be bashful about asking for assistance.

Attendance In consultation with your mentor, establish a regular schedule of attendance in the mentor's work area (studio, laboratory, etc.). You may also be asked to attend a regular research meetings with your mentor and other students held weekly or periodically during the semester. Regular attendance is required. You are expected to attend all classes. Classes will be held during the first two weeks of the semester. The purpose of these classes is to assist students in identifying research mentors and insure each student completes any training required for research participation in their chosen discipline.

If you are required to participate in: military; UAF-sponsored activities; or documented, necessary participation in cultural activities that will cause you to miss a class, you must notify me as soon as possible. You must notify me of all scheduled UAF-required absences for the semester (e.g. athletic events) during the first week of classes.

Research Hours The total number of hours spent working on the project (both time in and away from your mentor's workplace, doing background reading, data production and analysis, creation, practice, performance or poster and report preparation will vary between students and projects. Spend all the time necessary to complete the proposed project and facilitate the poster and report presentation required at the end of the semester. The number of credits assigned for each student's URSA 388 course is determined by the project. As a rough guide, students should spend an average minimum of 3 hours per week per credit.

Student Conduct As a UAF student, you are subject to the Student Code of Conduct (<http://www.uaf.edu/ses/student-resources/conduct/#condu>). In accordance with Board of Regents' Policy 09.02.01, UAF will maintain an academic environment in which the freedom to teach, conduct research, learn, and administer the university is protected. Students will enjoy maximum benefit from this environment by accepting responsibilities commensurate with their role in the academic community. The principles of the Code are designed to facilitate communication, foster academic integrity, and defend freedoms of inquiry, discussion, and expression among members of the university community. You should become familiar with campus policies and regulations as published in the student handbook.

Trial COURSE or New Course - FORMAT 1

UAF requires students to conduct themselves honestly and responsibly, and to respect the rights of others. Conduct that unreasonably interferes with the learning environment or that violates the rights of others is prohibited. Students and student organizations will be responsible for ensuring that they and their guests comply with the Code while on property owned or controlled by the university or at activities authorized by the university.

Disciplinary action may be initiated by the university and disciplinary sanctions imposed against any student or student organization found responsible for committing, attempting to commit, or intentionally assisting in the commission of any of the following prohibited forms of conduct:

- A. cheating, plagiarism, or other forms of academic dishonesty;
- B. forgery, falsification, alteration, or misuse of documents, funds, or property;
- C. damage or destruction of property;
- D. theft of property or services;
- E. harassment;
- F. endangerment, assault, or infliction of physical harm;
- G. disruptive or obstructive actions;
- H. misuse of firearms, explosives, weapons, dangerous devices, or dangerous chemicals;
- I. failure to comply with university directives;
- J. misuse of alcohol or other intoxicants or drugs;
- K. violation of published university policies, regulations, rules, or procedures; or
- L. any other actions that result in unreasonable interference with the learning environment or the rights of others.

This list is not intended to define prohibited conduct in exhaustive terms, but rather to set forth examples to serve as guidelines for acceptable and unacceptable behavior.

Honesty is a primary responsibility of you and every other UAF student. The following are common guidelines regarding academic integrity:

1. Students will not collaborate on any quizzes or exams that will contribute to their grade in a course, unless permission is granted by the instructor of the course. Only those materials permitted by the instructor may be used to assist in quizzes and exams.
2. Students will not represent the work of others as their own. A student will attribute the source of information not original with himself or herself (direct quotes or paraphrases) in compositions, theses and other reports.
3. No work submitted for one course may be submitted for credit in another course without the explicit approval of both instructors.

Alleged violations of the Code of Conduct will be reviewed in accordance with procedures

Trial COURSE or New Course - FORMAT 1

specified in regent's policy, university regulations and UAF rules and procedures. For additional information and details about the Student Code of Conduct, contact the Dean of Student Services or web www.alaska.edu/bor/ or refer to the student handbook that is printed in the back of the

Trial COURSE or New Course - FORMAT 1

is a C, 60-69.9% is a D, and < 60% is an F. Students will not be graded on a curve. This means that, in principle, it will be possible for everyone to get an A in this course.

Support Services:

Students in need of support are encouraged to contact me via telephone. I have posted office hours and am available for group and private face to face meetings during the specified times. All college classes require strong reading and communication skills. There may be a student support program in your area. **If you feel that you may be falling behind, contact me immediately.** I want you to be successful. Never be afraid to ask for help.

Disabilities Services:

The Office of Disability Services (208 WHIT, 474-5655) implements the Americans with Disabilities Act (ADA), and insures that UAF students have equal access to the campus and course materials. I will work with the Office of Disabilities Services to provide reasonable accommodation to rural students with disabilities. Please contact me or The Office of Disability Services is you require special assistance.

Trial COURSE or New Course - FORMAT 1

URSA 388 Undergraduate Research and Creative Scholarship I
Project Identification Form

Return this page to Dr Taylor b email or to the URSA Office Room 301 Bunnell Building by the 2nd Monday of the semester.

Student name:

UAF email address:

I agree to serve as project mentor for the above student. A description of the proposed research, along with a statement of possible hazards associated with the project, is attached.

Mentor Name (print):

Date:

Mentor Signature:

Number of Credit hours:

The primary deliverable of the URSA 388 course is the production of a project proposal, which will be presented in poster and written format.

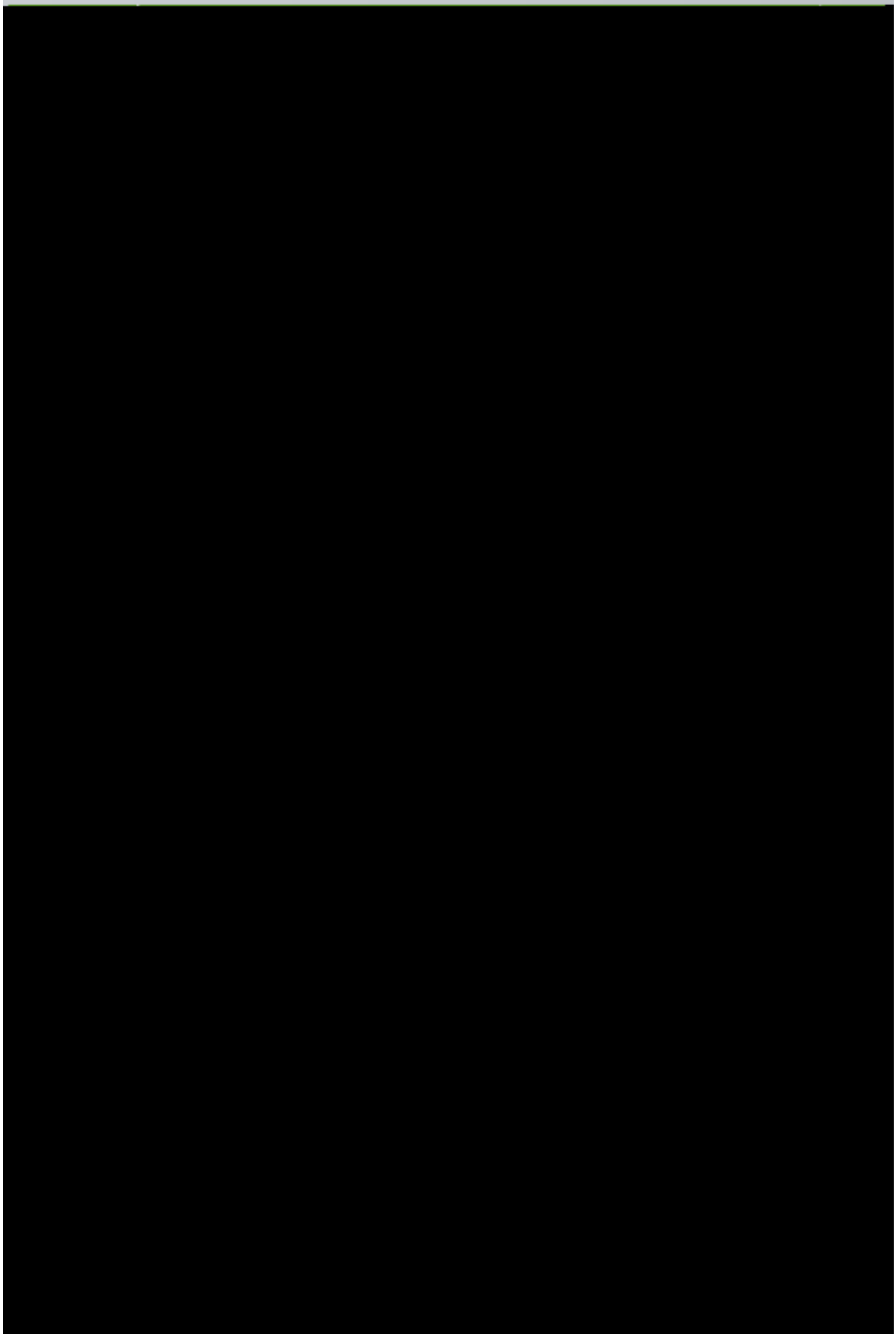
Working title for the project is:

Brief description of proposed project (Including identification of subject area and overview of planned techniques and/or procedures and materials, with descriptions of potentially hazardous procedures or materials):

Lead-in literature reference(s):

Trial COURSE or New Course - FORMAT 1

URSA 388 Undergraduate Research and Creative Scholarship I
Poster Template



URSA 388 Undergraduate Research and Creative Scholarship I
 Poster Rubric

Poster Presentation Rubric

	Yes (excellent)	Somewhat (adequate)	No (inadequate)
Audience Can someone outside the field understand the findings? (e.g. language, diagrams, etc.)			
Audience Will the poster hold the attention of people in the field?			
Purpose Does the poster present the significance behind the research inquiry?			
Purpose Does the poster provide relevance of the topic presented?			
Purpose Does the poster present the topic and findings in a clear, concise, and succinct manner?			
Conventions Is sufficient information presented and in the appropriate format of the specific discipline? (e.g. references, headings, methods, images, etc.)			
General Features Is the poster engaging and professional? (e.g., pulls you in, visible from a distance, invites you to read more, free of punctuation, grammar, and spelling errors, etc.)			
General Features Do the figures/graphics support and enhance the content of the poster?			
Presentation Is the poster presenter comfortable and engaged when interacting with viewers and answering questions?			
Presentation Does the poster presenter convey enthusiasm and confidence?			