I. Roll Call
   ( ) Arlene Schmuland  ( ) Peter Olsson  ( ) Zhaohui (Joey) Yang
   ( ) Tim Hinterberger  ( ) Susan Garton  ( ) FSAL vacancy (CAS)
   ( ) Patricia Sandberg  ( ) Mary Dallas Allen  ( ) FSAL Vacancy
   ( ) Greg Protasel  ( ) Deb Russ  ( ) FSAL Vacancy
   ( ) Yoshito Kanamori  ( ) Hsing-Wen Hu  ( ) Jaime Spatrisano

II. Approval of Agenda (pg. 1)

III. Approval of Meeting Summary (pg. 2)

IV. Program/Course Action Request – Second Reading

V. Program/Course Action Request - First Readings
   Chg  BA A653 Multinational Financial Management (3 cr)(3+0)(pg. 3-6)
   Del  BA A685 Advanced Investment Management (3 cr)(3+0)(pg. 7)
   Chg  BA A692 Investment Seminar (Subtitle Varies)(3 cr)(3+0)(pg. 8-11)
   Add  CE A627 Advanced Traffic Flow Theory (3 cr)(3+0)(pg. 12-17)
   Add  CE A651 Advanced Structural Analysis (Stacked with CE A451)(3 cr)(3+0)(pg. 18-25)
   Chg  Graduate Certificate in Clinical Social Work Practice (pg. 26-28)
   Chg  Graduate Certificate in Social Work Management (pg. 29-32)
   Chg  Master of Social Work (pg. 33-46)

VI. Administrative Reports
   A. Associate Dean of the Graduate School David Yesner
   B. Graduate Student Jaime Spatrisano
   C. University Registrar Lora Volden

VII. Chair’s Report
   A. GAB Chair- Arlene Schmuland
   B. Faculty Alliance
   C. Graduate Council

VIII. Old Business
   A. Second reading of Purge List (pg. 47-49)

IX. New Business

X. Informational Items and Adjournment
Graduate Academic Board

March 8, 2013
ADM 204
9:30 to 11:30

I. Roll Call
(x) Arlene Schmuland (e) Peter Olsson (e) Zhaohui (Joey) Yang
(e) Tim Hinterberger (x) Susan Garton (x) FSAL vacancy (CAS)
(x) Patricia Sandberg (x) Mary Dallas Allen (x) FSAL Vacancy
(x) Greg Protasel (x) Deb Russ (x) FSAL Vacancy
(x) Yoshito Kanamori (x) Hsing-Wen Hu (x) Jaime Spatrisano
(Ex-Officio Members:
(x) Patricia Sandberg (e) Mary Dallas Allen (e) FSAL Vacancy
(x) Greg Protasel (x) Deb Russ (x) FSAL Vacancy
(x) Yoshito Kanamori (e) Hsing-Wen Hu (x) Jaime Spatrisano
(x) David Yesner (e) Susan Garton (x) Lora Volden

II. Approval of Agenda (pg. 1)
Approved

III. Approval of Meeting Summary (pg. 2-3)
Approved

IV. Program/Course Action Request – Second Reading
Chg PhD Program in Clinical-Community Psychology (pg. 4-12)
Unanimously Approved
Add EDL A620 Leadership in Alaska Culture and Social Justice Issues (3 cr)(3+0) (pg. 13-17)
Unanimously Approved

V. Program/Course Action Request - First Readings

VI. Administrative Reports
A. Associate Dean of the Graduate School David Yesner
   Idaho State was on campus to discuss the Doctor of Pharmacy; would be a joint program between UAA
   and Idaho State that would be similar to WWAMI
   Graduate council met to discuss the future of the Graduate School
   Presented the Course Fee Task Force findings to the Governance groups
   Met with the Graduate Student Association to discuss funding for scholarships and graduate programs

B. Graduate Student Jaime Spatrisano

C. University Registrar Lora Volden
   Graduation application is due by April 1st for names to appear in the program

VII. Chair’s Report
A. GAB Chair- Arlene Schmuland
   Discussed the prioritization effort and encouraged members to volunteer to be on the committee

B. Faculty Alliance

C. Graduate Council

VIII. Old Business

IX. New Business

X. Informational Items and Adjournment
A. Election Membership List (pg. 18)
Course Action Request  
University of Alaska Anchorage  
Proposal to Initiate, Add, Change, or Delete a Course

1a. School or College  
CB CBPP  
1b. Division  
ADBP Division of Business Programs  
1c. Department  
BA

2. Course Prefix  
BA  
3. Course Number  
A653  
4. Previous Course Prefix & Number  
N/A  
5a. Credits/CEUs  
3  
5b. Contact Hours (Lecture + Lab)  
(3+0)

6. Complete Course Title  
Multinational Financial Management  
Multinational Finance

Abbreviated Title for Transcript (30 character)

7. Type of Course  
☐ Academic  ☐ Preparatory/Development  ☐ Non-credit  ☐ CEU  ☐ Professional Development

8. Type of Action:  
☐ Add  ☐ Change  ☐ Delete

If a change, mark appropriate boxes:

- ☐ Prefix
- ☐ Course Number
- ☐ Credits
- ☐ Title
- ☐ Grading Basis
- ☐ Course Description
- ☐ Test Score Prerequisites
- ☐ Other Restrictions
- ☐ Level
- ☐ College
- ☐ Major
- ☐ Other Update CCG (please specify)

9. Repeat Status No  
# of Repeats  
Max Credits

10. Grading Basis  
☐ A-F  ☐ P/NP  ☐ NG

11. Implementation Date  
From: Fall/2013  
To: /9999

12. Cross Listed with  
Stacked with

Cross-Listed Coordination Signature

13a. Impacted Courses or Programs: List any programs or college requirements that require this course.

Please type into fields provided in table. If more than three entries, submit a separate table. A template is available at www.uaa.alaska.edu/governance.

<table>
<thead>
<tr>
<th>Impacted Program/Course</th>
<th>Catalog Page(s) Impacted</th>
<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Management, MBA</td>
<td>286</td>
<td>02/22/2013</td>
<td>Ed Forrest</td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Initiator Name (typed): Suresh Srivastava  
Initiator Signed Initials: __________  
Date: __________

13b. Coordination Email  
Date: 03/01/2013  
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison  
Date: 03/01/2013

14. General Education Requirement  
Mark appropriate box:

☐ Oral Communication  ☐ Written Communication  ☐ Quantitative Skills  ☐ Humanities
☐ Fine Arts  ☐ Social Sciences  ☐ Natural Sciences  ☐ Integrative Capstone

15. Course Description (suggested length 20 to 50 words)

Covers foreign exchange determination and forecasting; foreign exchange, translation and transaction risks; hedging and speculation; international portfolio diversification and direct foreign investment; cross-border acquisitions; multinational working capital management, and international taxation.

16a. Course Prerequisite(s) (list prefix and number)  
BA A603  
16b. Test Score(s)  
N/A  
16c. Co-requisite(s) (concurrent enrollment required)  
N/A

16d. Other Restriction(s)  
☐ College  ☐ Major  ☐ Class  ☐ Level

16e. Registration Restriction(s) (non-codable)  
Graduate standing

17. ☒ Mark if course has fees  
Standard CBPP computer lab fee

18. ☐ Mark if course is a selected topic course

19. Justification for Action  
Update textbook and instructional goals

Initiator (faculty only)  
Suresh Srivastava  
Initiator (TYPE NAME)

☐ Approved  ☐ Disapproved  
Dean/Director of School/College  
Date

☐ Approved  ☐ Disapproved  
Department Chairperson  
Date

☐ Approved  ☐ Disapproved  
Undergraduate/Graduate Academic Board Chairperson

☐ Approved

Provost or Designee  
Date
I. Date Initiated  
February 25, 2013  

II. Course Information  
College/School: College of Business and Public Policy  
Department: Business Administration  
Program: Master of Business Administration, General Management  
Course Title: Multinational Financial Management  
Course Number: BA A653  
Credits: 3  
Contact Hours: 3 per week x 15 weeks = 45 hours  
0 lab hours  
6 hours outside of class per week x 15 weeks = 90 hours  
Grading Basis: A – F  
Course Description: Covers foreign exchange determination and forecasting; foreign exchange, translation and transaction risks; hedging and speculation; international portfolio diversification and direct foreign investment; cross-border acquisitions; multinational working capital management, and international taxation.  
Prerequisites: BA A603  
Registration Restrictions: Graduate standing  
Fees: Standard CBPP computer lab fee  

III. Course Activities  
A. Lectures  
B. Discussions  
C. Guest lecturers  
D. Multimedia presentations  

IV. Course Level Justification  
This is an advanced survey of global finance that requires integration of knowledge of accounting and finance.
V. Outline
A. Exchange Rate Determination and Forecasting
B. Foreign Exchange Risk and Hedging
C. Transaction Risk and Hedging
D. Translation Risk and Hedging
E. International Portfolio Diversification
F. Direct Foreign Investment
G. International Mergers, Acquisitions, and Alliances
H. International Taxation

VI. Suggested Text

VII. Bibliography
Textbooks are supplemented by readings from current professional publications available in UAA consortium library and Loussac Library. Useful information on financial institutions is available on following websites.

http://news.ft.com/home/us
http://online.barrons.com/public/us
http://online.wsj.com/public/us
http://www.amex.com
http://www.businessweek.com
http://www.cbt.com
http://www.federalreserve.gov
http://www.forbes.com
http://www.fortune.com/fortune
http://www.nasdaq.com
http://www.nyse.com
http://www.sec.gov
VIII. Instructional Goals and Student Learning Outcomes

A. Instructional Goals
   The instructor will:

   1. Discuss international parities and exchange rate forecasting
   2. Explain exchange rate risk and hedging techniques
   3. Discuss transaction risk and hedging techniques
   4. Discuss translation risk and hedging techniques
   5. Explain how to analyze international portfolio diversification
   6. Describe how to analyze direct foreign investment and working capital management
   7. Explain international mergers, acquisitions, and alliances
   8. Discuss international taxation

B. Student Learning Outcomes
   Students will be able to:

<table>
<thead>
<tr>
<th>Students will be able to:</th>
<th>Assessment Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Forecast exchange rates</td>
<td>Exam, homework, or quiz</td>
</tr>
<tr>
<td>2. Hedge exchange rate risk</td>
<td>Exam or homework</td>
</tr>
<tr>
<td>3. Hedge transaction rate risk</td>
<td>Exam or homework</td>
</tr>
<tr>
<td>4. Hedge translation rate risk</td>
<td>Exam or homework</td>
</tr>
<tr>
<td>5. Demonstrate an understanding of the international portfolio diversification</td>
<td>Exam, homework, or quiz</td>
</tr>
<tr>
<td>6. Analyze direct foreign investment and working capital management</td>
<td>Exam or homework</td>
</tr>
<tr>
<td>7. Analyze international mergers, acquisitions, and alliances</td>
<td>Exam, homework, and quiz</td>
</tr>
<tr>
<td>8. Minimize global tax liability</td>
<td>Exam, homework, and quiz</td>
</tr>
</tbody>
</table>
**Course Action Request**

University of Alaska Anchorage

Proposal to Initiate, Add, Change, or Delete a Course

---

<table>
<thead>
<tr>
<th>1a. School or College</th>
<th>1b. Division</th>
<th>1c. Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>CB CBPP</td>
<td>ADBP Division of Business Programs</td>
<td>BA</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2. Course Prefix</th>
<th>3. Course Number</th>
<th>4. Previous Course Prefix &amp; Number</th>
<th>5a. Credits/CEUs</th>
<th>5b. Contact Hours (Lecture + Lab)</th>
</tr>
</thead>
<tbody>
<tr>
<td>BA</td>
<td>A685</td>
<td>N/A</td>
<td>3</td>
<td>(3+0)</td>
</tr>
</tbody>
</table>

6. Complete Course Title

Advanced Investment Management
Adv. Investment Management

Abbreviated Title for Transcript (30 character)

7. Type of Course

☑ Academic □ Preparatory/Development □ Non-credit □ CEU □ Professional Development

8. Type of Action:

☑ Add □ Change □ Delete

If a change, mark appropriate boxes:

- Prefix
- Credits
- Title
- Grading Basis
- Course Description
- Test Score Prerequisites
- Other Restrictions
- Class Level College Major
- Other (please specify)

9. Repeat Status No # of Repeats Max Credits

10. Grading Basis

☑ A-F □ P/NP □ NG

11. Implementation Date

From: Fall/2013 To: 9999

12. ☐ Cross Listed with ☑ Stacked with

Cross-Listed Coordination Signature

13a. Impacted Courses or Programs: List any programs or college requirements that require this course.

Please type into fields provided in table. If more than three entries, submit a separate table. A template is available at [www.uaa.alaska.edu/governance](http://www.uaa.alaska.edu/governance).

<table>
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<tr>
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<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. BA A691</td>
<td>354</td>
<td>02/11/2013</td>
<td>Ed Forrest</td>
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<tr>
<td>2.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Initiator Name (typed): Suresh Srivastava Initiator Signed Initials: __________ Date: __________

13b. Coordination Email

Date: 02/22/2013

submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison

Date: 02/22/2013

14. General Education Requirement

Mark appropriate box:

- Oral Communication
- Written Communication
- Quantitative Skills
- Social Sciences
- Natural Sciences
- Humanities
- Fine Arts
- Integrative Capstone

15. Course Description (suggested length 20 to 50 words)

An advanced course in investment management covering problems and processes of evaluating stocks. Analyzes performance evaluation using fundamental, technical, and behavioral models. Includes analytical techniques for constructing and evaluating the portfolio's performance.

16a. Course Prerequisite(s) (list prefix and number)

BA A603

16b. Test Score(s)

N/A

16c. Co-requisite(s) (concurrent enrollment required)

N/A

16d. Other Restriction(s)

- College □ Major □ Class □ Level

16e. Registration Restriction(s) (non-codable)

Graduate standing

17. ☑ Mark if course has fees Standard CBPP computer lab fee

18. ☑ Mark if course is a selected topic course

19. Justification for Action

Lack of adequate resources available for effective teaching

Initiator (faculty only)

Suresh Srivastava

Initiator (TYPE NAME)

☑ Approved □ Disapproved

Dean/Director of School/College Date

☑ Approved □ Disapproved

Undergraduate/Graduate Academic Board Chairperson Date

☑ Approved □ Disapproved

Provost or Designee Date

---

7
Course Action Request  
University of Alaska Anchorage  
Proposal to Initiate, Add, Change, or Delete a Course

<table>
<thead>
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<th>1c. Department</th>
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<td>ADBP Division of Business Programs</td>
<td>BA</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2. Course Prefix</th>
<th>3. Course Number</th>
<th>4. Previous Course Prefix &amp; Number</th>
<th>5a. Credits/CEUs</th>
<th>5b. Contact Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BA</td>
<td>A692</td>
<td>N/A</td>
<td>3</td>
<td>(Lecture + Lab) (3+0)</td>
</tr>
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</table>

6. Complete Course Title
Investment Seminar (Subtitle Varies)
Abbreviated Title for Transcript (30 character)

7. Type of Course
☐ Academic  ☐ Preparatory/Development  ☐ Non-credit  ☐ CEU  ☐ Professional Development

8. Type of Action:  ☐ Add  ☐ Change  ☐ Delete
If a change, mark appropriate boxes:
- Prefix
- Credits
- Title
- Grading Basis
- Course Description
- Test Score Prerequisites
- Other Restrictions
- Class
- Level
- College
- Major
☐ Other Update CCG (please specify)

9. Repeat Status
☐ Yes
# of Repeats: 2
Max Credits: 9

10. Grading Basis
☐ A-F  ☐ P/NP  ☐ NG

11. Implementation Date
From: Fall/2013  To: /9999

12. Cross Listed with
☐ Stacked with

13. Impacted Courses or Programs:
List any programs or college requirements that require this course.
Please type into fields provided in table. If more than three entries, submit a separate table. A template is available at www.aaa.alaska.edu/governance.

<table>
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<th>Catalog Page(s) Impacted</th>
<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
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<tbody>
<tr>
<td>General Management, MBA</td>
<td>Courtesy Coordination</td>
<td>02/25/2013</td>
<td>Ed Forrest</td>
</tr>
</tbody>
</table>

14. General Education Requirement
Mark appropriate box:
☐ Oral Communication  ☐ Written Communication  ☐ Quantitative Skills  ☐ Humanities  
☐ Fine Arts  ☐ Social Sciences  ☐ Natural Sciences  ☐ Integrative Capstone

15. Course Description (suggested length 20 to 50 words)
Provides coverage of the products, analytical techniques for valuing investment securities and quantifying their exposure to changes in economic conditions as well as portfolio strategies for achieving an investor's objectives. Special Note: May be repeated for credit with a change in subtitle up to a maximum of 9 credits.

16a. Course Prerequisite(s) (list prefix and number)
BA A603

16b. Test Score(s)
N/A

16c. Co-requisite(s) (concurrent enrollment required)
N/A

16d. Other Restriction(s)
☐ College  ☐ Major  ☐ Class  ☐ Level

16e. Registration Restriction(s) (non-codable)
Graduate standing

17. ☒ Mark if course has fees
Standard CBPP computer lab fee

18. ☒ Mark if course is a selected topic course

19. Justification for Action
Update repeat status, prerequisite, and textbook

Initiator (faculty only)
Suresh Srivastava  Initiator Signed Initials: _________  Date: __________

13b. Coordination Email
Date: 03/01/2013
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison
Date: 03/01/2013

14. General Education Requirement
Mark appropriate box:
☐ Oral Communication  ☐ Written Communication  ☐ Quantitative Skills  ☐ Humanities  
☐ Fine Arts  ☐ Social Sciences  ☐ Natural Sciences  ☐ Integrative Capstone

15. Course Description (suggested length 20 to 50 words)
Provides coverage of the products, analytical techniques for valuing investment securities and quantifying their exposure to changes in economic conditions as well as portfolio strategies for achieving an investor's objectives. Special Note: May be repeated for credit with a change in subtitle up to a maximum of 9 credits.

16a. Course Prerequisite(s) (list prefix and number)
BA A603

16b. Test Score(s)
N/A

16c. Co-requisite(s) (concurrent enrollment required)
N/A

16d. Other Restriction(s)
☐ College  ☐ Major  ☐ Class  ☐ Level

16e. Registration Restriction(s) (non-codable)
Graduate standing

17. ☒ Mark if course has fees
Standard CBPP computer lab fee

18. ☒ Mark if course is a selected topic course

19. Justification for Action
Update repeat status, prerequisite, and textbook

Initiator (faculty only)
Suresh Srivastava  Initiator Signed Initials: _________  Date: __________

Approved  Disapproved
Dean/Director of School/College  Date

Approved  Disapproved
Department Chairperson  Date

Approved  Disapproved
Undergraduate/Graduate Academic  Date

Approved  Disapproved
Board Chairperson  Date

Approved  Disapproved
Provost or Designee  Date
I. Date Initiated  February 24, 2013

II. Course Information
College/School:  College of Business and Public Policy  
Department:  Business Administration  
Program:  Master of Business Administration, General Management  
Course Title:  Investment Seminar (Subtitle Varies)  
Course Number:  BA A692  
Credits:  3  
Contact Hours:  3 per week x 15 weeks = 45 hours  
Lab hours:  0 6 hours outside of class per week x 15 weeks = 90 hours  
Grading Basis:  A – F  
Course Description:  Provides coverage of the products, analytical techniques for valuing investment securities and quantifying their exposure to changes in economic conditions as well as portfolio strategies for achieving an investor's objectives. Special Note: May be repeated for credit with a change in subtitle up to a maximum of 9 credits.  
Prerequisites:  BA A603  
Registration Restrictions:  Graduate standing  
Fees:  Standard CBPP computer lab fee

III. Course Activities
A. Lectures  
B. Discussions  
C. Guest speakers  
D. Portfolio construction and management

IV. Course Level Justification
This is an advanced course in investment that requires integration of knowledge acquired in introductory accounting and finance courses. The course includes a comprehensive investment project using Web-based data and analytical models.

V. Sample Outline
A. Portfolio Theory  
B. Security Analysis and Valuation Models  
C. Macroeconomic and Industry Analysis  
D. Financial Statement Analysis  
E. Portfolio Construction and Management  
F. Portfolio Performance Evaluation  
G. Passive Investment and Indexing  
H. Behavioral Finance and Technical Analysis
VI.  **Suggested Text**

VII. **Bibliography**
http://news.ft.com/home/us
http://online.barrons.com/public/us
http://online.wsj.com/public/us
http://www.amex.com
http://www.businessweek.com
http://www.cbt.com
http://www.federalreserve.gov
http://www.forbes.com
http://www.fortune.com/fortune
http://www.nasdaq.com
http://www.nyse.com
http://www.sec.gov

VIII. **Instructional Goals and Student Learning Outcomes**

<table>
<thead>
<tr>
<th>A. Instructional Goals.</th>
<th>The instructor will:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Discuss portfolio theory and its application</td>
</tr>
<tr>
<td>2.</td>
<td>Analyze securities for portfolio construction</td>
</tr>
<tr>
<td>3.</td>
<td>Discuss the use of financial statement analysis in selecting a stock</td>
</tr>
<tr>
<td>4.</td>
<td>Discuss the use of analytical models in constructing a portfolio</td>
</tr>
<tr>
<td>5.</td>
<td>Discuss various portfolio evaluation techniques</td>
</tr>
<tr>
<td>6.</td>
<td>Discuss active portfolio construction and passive indexing strategies</td>
</tr>
<tr>
<td>7.</td>
<td>Discuss the importance of technical analysis and behavioral finance in stock selection</td>
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</tbody>
</table>
### B. Student Learning Outcomes

**Students will be able to:**

<table>
<thead>
<tr>
<th></th>
<th>Assessment Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Demonstrate an understanding of portfolio theory</td>
</tr>
<tr>
<td>2.</td>
<td>Select appropriate stocks for the portfolio</td>
</tr>
<tr>
<td>3.</td>
<td>Construct stock portfolio and observe its value using analytical models</td>
</tr>
<tr>
<td>4.</td>
<td>Evaluate the performance of the portfolio over a given holding period using different evaluation criteria</td>
</tr>
<tr>
<td>5.</td>
<td>Compare portfolio performance against passive investment strategies</td>
</tr>
<tr>
<td>6.</td>
<td>Use technical analysis to select a stock and evaluate its performance</td>
</tr>
<tr>
<td>7.</td>
<td>Analyze the role of behavioral finance in stock selection</td>
</tr>
</tbody>
</table>
Course Action Request
University of Alaska Anchorage
Proposal to Initiate, Add, Change, or Delete a Course

1a. School or College
EN SOENGR

1b. Division
No Division Code

1c. Department
CE

2. Course Prefix
CE

3. Course Number
A627

4. Previous Course Prefix & Number
N/A

5a. Credits/CEUs
3.0

5b. Contact Hours
(Lecture + Lab)
(3+0)

6. Complete Course Title
Advanced Traffic Flow Theory

Abbreviated Title for Transcript (30 character)

7. Type of Course
☒ Academic ☐ Preparatory/Development ☐ Non-credit ☐ CEU ☐ Professional Development

8. Type of Action:
☒ Add ☐ Change ☐ Delete

If a change, mark appropriate boxes:
☐ Prefix ☐ Course Number ☐ Contact Hours
☐ Title ☐ Repeat Status ☐ Cross-Listed/Stacked
☐ Grading Basis ☐ Course Description ☐ Course Prerequisites
☐ Test Score Prerequisites ☐ Co-requisites ☐ Registration Restrictions
☐ Other Restrictions ☐ College ☐ Major ☐ Level
☐ Other (please specify)

9. Repeat Status No

☐ # of Repeats ☐ Max Credits

10. Grading Basis
☒ A-F ☐ P/NP ☐ NG

11. Implementation Date
From: Fall/2013 To: 9999/9999

12. ☐ Cross Listed with

☒ Stacked with

Cross-Listed Coordination Signature

13a. Impacted Courses or Programs: List any programs or college requirements that require this course.

Impacted Program/Course
Catalog Page(s) Impacted
Date of Coordination
Chair/Coordinator Contacted

1. Civil Engineering, BS

2. Civil Engineering, MS

3.

Initiator Name (typed): Ghulam H. Bham Initiator Signed Initials: __________ Date: __________

13b. Coordination Email
Date: 02/27/2013

submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison
Date: 02/27/2013

14. General Education Requirement
Mark appropriate box:
☐ Oral Communication ☐ Written Communication ☐ Quantitative Skills
☐ Fine Arts ☐ Social Sciences ☐ Humanities
☐ Natural Sciences ☐ Integrative Capstone

15. Course Description (suggested length 20 to 50 words)
The course presents the different theories of traffic flow, statistical distributions of traffic flow parameters, traffic stream models, various car-following models, and traffic flow models for intersections. The class also presents the methods to analyze traffic performance using shock waves and queuing analysis.

16a. Course Prerequisite(s) (list prefix and number)

16b. Test Score(s)

16c. Co-requisite(s) (concurrent enrollment required)

16d. Other Restriction(s)
☐ College ☐ Major ☐ Class ☐ Level

16e. Registration Restriction(s) (non-codable)
Instructor's permission or graduate standing

17. ☒ Mark if course has fees Standard SOE fee

18. ☐ Mark if course is a selected topic course

19. Justification for Action
Introduction of an advanced course for transportation graduate students in traffic flow theory interested in research and professional development.
<table>
<thead>
<tr>
<th>Initator (faculty only)</th>
<th>Date</th>
<th>Approved</th>
<th>Disapproved</th>
<th>Date</th>
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<td>Ghulam H. Bham</td>
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<tr>
<th>Dean/Director of School/College</th>
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<tr>
<th>Department Chairperson</th>
<th>Date</th>
<th>Approved</th>
<th>Disapproved</th>
<th>Date</th>
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<th>Date</th>
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<tr>
<th>Curriculum Committee Chairperson</th>
<th>Date</th>
<th>Approved</th>
<th>Disapproved</th>
<th>Date</th>
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<th>Provost or Designee</th>
<th>Date</th>
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</tbody>
</table>

13
I. Initiation Date: February 15, 2013

II. Course Information
A. College: School of Engineering
B. Course Title: Advanced Traffic Flow Theory
C. Course Subject/Number: CE A627
D. Credit Hours: 3.0
E. Contact: 3+0
F. Grading Information: A-F
G. Course Description: The course presents the different theories of traffic flow, statistical distributions of traffic flow parameters, traffic stream models, various car-following models, and traffic flow models for intersections. The class also presents the methods to analyze traffic performance using shock waves and queuing analysis.
H. Stacked: None
I. Status of course relative to degree or certificate program: Graduate level course in Civil Engineering
J. Course Fees: Yes, standard SOE fee
K. Coordination: UAA/SOE/CE faculty list serves
L. Course Prerequisites: N/A
M. Registration Restrictions: Instructor’s permission and graduate standing

III. Course Activities
Course activities will be composed of lectures and discussion by instructor. Instructor will provide regular homework assignments, and review of high quality technical literature including journal papers and self-study materials.

IV. Evaluation
Evaluation procedures are at the discretion of the instructor and will be discussed during the first class in the semester. The students’ performance will be assessed based on homework assignments, a final examination, presentations on technical literature, preparation and presentation of a research problem statement and proposal or complete a semester long research project.

V. Course Level Justification
The course requires a background in traffic engineering. This course will present material at an advanced level previously introduced briefly in transportation engineering related courses. The course will serve as an important graduate level class in traffic flow theory that will provide strong foundation for independent critical thinking and creation of new knowledge in the area required for research. For professionals, it will provide competence and expert knowledge in specialized areas of traffic flow theory.
VI. Course Outline

- Application of Time Space Diagrams
  - Study of different traffic flow variables

- Traffic Stream Characteristics
  - Space mean speed (SMS), time mean speed (TMS), density
  - Relations between speed, density and flow rate for the different traffic stream models (including Underwood, Edie, Drew, Two and Three -regime, etc.)
  - Edie’s generalized definitions of traffic flow and density
  - Relation between density and occupancy
  - Measurement of traffic stream characteristics
    - Various definitions of highway capacity
    - Location of bottleneck and its effects on traffic flow measurement
    - Challenges in measurement of different traffic variables
  - Cumulative plots of traffic flow

- Statistical Distributions of Traffic Flow
  - Discrete and continuous distributions for different characteristics of traffic flow
  - Advantages and limitations of various statistical distributions
  - Goodness of fit tests

- Car-Following Models
  - Car following theory: definition, assumptions
  - Types of car-following models including the classical GM models
  - Stability analysis of car-following models
  - Car-following and lane change models in microscopic traffic simulation models

- Shock Wave Analysis
  - Definition, assumptions, form, classification, and interpretation
  - Application at highway bottlenecks, signalized intersections, etc.

- Queueing Analysis
  - Definition, assumptions, and types
  - Gap acceptance theory
  - Methods of estimating critical gap for un-signalized intersections
  - Methods used for modeling critical gaps at intersections
  - Delay models for both un-signalized and signalized intersections in the Highway Capacity Model
  - Models for evaluating the quality of traffic operations
VII. Instructional Goals and Student Learning Outcomes

A. Instructional Goals. The instructor will emphasize the concept and application of traffic flow theory and characteristics to prepare students:
   1. To apply appropriate techniques to understand traffic phenomena and solve traffic operation and control problems
   2. For research proposal preparation and research presentations

Student Learning Outcomes: After successful completion of course, student will be able to demonstrate the:

<table>
<thead>
<tr>
<th>Student Learning Outcomes</th>
<th>Assessment Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Understanding of traffic stream models their limitations and applications, car-following</td>
<td>HW assignments, examination</td>
</tr>
<tr>
<td>models, lane change models, and traffic shock waves</td>
<td></td>
</tr>
<tr>
<td>Ability to develop and apply time space diagrams in the study of traffic flow variables</td>
<td>HW assignments, examination</td>
</tr>
<tr>
<td>Integration of theory and its application to the different challenges in the measurement of</td>
<td>HW assignments, examination</td>
</tr>
<tr>
<td>traffic flow variables</td>
<td></td>
</tr>
<tr>
<td>Application of queueing analysis to derivation of models for both un-signalized and</td>
<td>HW assignments, examination</td>
</tr>
<tr>
<td>signalized intersections</td>
<td></td>
</tr>
<tr>
<td>Ability to present technical literature and its application</td>
<td>Presentation of technical literature related to traffic flow theory</td>
</tr>
<tr>
<td>Capability to present a research problem statement related to traffic flow theory,</td>
<td>Research proposal and presentation</td>
</tr>
<tr>
<td>investigate the research statement and prepare a short research proposal and present it</td>
<td></td>
</tr>
<tr>
<td>to an audience</td>
<td></td>
</tr>
</tbody>
</table>

VIII. Suggested Texts


IX. Bibliography and Resources

Technical documents and papers will be provided as additional text and readings.
X. Additional Resources

## Course Action Request

**University of Alaska Anchorage**  
Proposal to Initiate, Add, Change, or Delete a Course

### 1a. School or College  
EN SOENGR

### 1b. Division  
No Division Code

### 1c. Department  
Civil Engineering

### 2. Course Prefix  
CE

### 3. Course Number  
A651

### 4. Previous Course Prefix & Number  
N/A

### 5a. Credits/CEUs  
3

### 5b. Contact Hours  
(Lecture + Lab) (3+0)

### 6. Complete Course Title  
Advanced Structural Analysis

**Abbreviated Title for Transcript (30 character)  
**

### 7. Type of Course  
- [X] Academic  
- [ ] Preparatory/Development  
- [ ] Non-credit  
- [ ] CEU  
- [ ] Professional Development

### 8. Type of Action:  
- [X] Add  
- [ ] Change  
- [ ] Delete

**If a change, mark appropriate boxes:**
- [ ] Prefix  
- [ ] Credits  
- [ ] Course Number  
- [ ] Contact Hours  
- [ ] Title  
- [ ] Repeat Status  
- [ ] Grading Basis  
- [ ] Cross-Listed/Stacked  
- [ ] Course Description  
- [ ] Course Prerequisites  
- [ ] Test Score Prerequisites  
- [ ] Co-requisites  
- [ ] Registration Restrictions  
- [ ] Class  
- [ ] Level  
- [ ] College  
- [ ] Major  
- [ ] Other (please specify)

### 9. Repeat Status No  
- [X] # of Repeats  
- [ ] Max Credits

### 10. Grading Basis  
- [X] A-F  
- [ ] P/np  
- [ ] NG

### 11. Implementation Date  
**semester/year**  
From: Fall/2013  
To: 99/9999

### 12. Cross Listed with  
- [X] Stacked with CE A451  
- [ ] Cross-Listed Coordination

**Signature**

### 13a. Impacted Courses or Programs:  
List any programs or college requirements that require this course.

**Please type into fields provided in table. If more than three entries, submit a separate table. A template is available at www.uaa.alaska.edu/governance.**

<table>
<thead>
<tr>
<th>Impacted Program/Course</th>
<th>Catalog Page(s)</th>
<th>Impacted</th>
<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
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<tr>
<td>Civil Engineering</td>
<td>Courtesy Coordination</td>
<td>02/28/2013</td>
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</tbody>
</table>

**Initiator Name (typed): Scott Hamel**  
**Initiator Signed Initials:** _________  
**Date:** __________

### 13b. Coordination Email  
Date: 02/28/2013  
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

### 13c. Coordination with Library Liaison  
Date: 02/28/2013

### 14. General Education Requirement  
Mark appropriate box:
- [ ] Oral Communication  
- [ ] Written Communication  
- [ ] Quantitative Skills  
- [ ] Humanities  
- [ ] Fine Arts  
- [ ] Social Sciences  
- [ ] Natural Sciences  
- [ ] Integrative Capstone

### 15. Course Description  
(suggested length 20 to 50 words)

Introduction of the Direct Stiffness Method (matrix method) with computer solutions for two-dimensional and three-dimensional linear-elastic frame and truss structures. Topics include shear deformations, elastic supports and connections, support settlements, thermal loads, and energy formulations of force-displacement relationships.

### 16a. Course Prerequisite(s) (list prefix and number)  
N/A

### 16b. Test Score(s)  
N/A

### 16c. Co-requisite(s) (concurrent enrollment required)  
N/A

### 16d. Other Restriction(s)  
- [ ] College  
- [ ] Major  
- [ ] Class  
- [ ] Level

### 16e. Registration Restriction(s) (non-codable)  
Graduate Standing or instructor approval

### 17. Mark if course has fees

### 18. Mark if course is a selected topic course

### 19. Justification for Action

A new course for civil engineering graduate students covering advanced topics in structural analysis that rounds out the typical offerings of contemporary structural engineering programs.

**Initiator (faculty only)  
**

**Initiator (TYPE NAME)  
**

**Lead Principal Sponsor  
**

**Initiator Signed Initials:** _________  
**Date:** __________

**Approved**  
**Disapproved**  
**Dean/Director of School/College**  
**Date**

**Approved**  
**Disapproved**  
**Undergraduate/Graduate Academic**  
**Board Chairperson**  
**Date**

**Approved**  
**Disapproved**  
**Provost or Designee**  
**Date**
COURSE CONTENT GUIDE
University of Alaska Anchorage
School of Engineering

Date: February 27, 2013
Course Title: Advanced Structural Analysis
Course Number: CE A651
Program: Civil Engineering
Credits: 3.0

I. Course Description
Introduction of the Direct Stiffness Method (matrix method) with computer solutions for two-
dimensional and three-dimensional linear-elastic frame and truss structures. Topics include shear
deformations, elastic supports and connections, support settlements, thermal loads, and energy
formulations of force-displacement relationships.

II. Course Design
A. Course Intent: To give civil engineering graduate students knowledge in advanced structural
analysis. The course is designed for students who have a solid knowledge of structural analysis
and linear algebra.

B. Course Credits: Three (3.0)

C. Total Time of Student Involvement:
   1. Lecture hours per week: 3
   2. Average laboratory hours per week: none
   3. Total time of work expected outside class: 5 to 8 hours per week

D. Degree Program Status: Graduate civil engineering students (MCE and MSCE), course to be
stacked with CE A451

E. Grading: A-F

F. Fees: Standard SOE

G. Previous Course: New Course

H. Time Frame: Standard Semester

I. Coordination With Other Schools Or Colleges: SOE and list serve

J. Prerequisites: None

K. Course Activities: Class sessions consist of lectures. Assignments are made to allow students to
learn by application the principles taught in this course. Exams are administered to assess the
abilities of the students to apply principles taught in the course.

III. Course Level Justification
Requires students to apply principles learned in other fundamental engineering courses to problems
in the discipline of structural engineering. Students are expected to understand the concepts
presented in advanced mathematics and Structural Analysis and apply these concepts to graduate
level solutions.

IV. Course Outline
A. Introduction to coordinate systems, elements, and support types
B. Timoshenko beam theory
C. Introduction to structural analysis and computational Software
D. Manual and Direct Stiffness Methods for trusses
E. Boundary condition methods
F. Coordinate transformations
G. Manual and Direct Stiffness Method for beams and frames
H. End releases
I. Slope deflection
J. Spring and elastic supports
K. Temperature changes
L. Nonlinear structural analysis

V. Instructional Goals, Student Outcomes, and Assessment Methods

A. Instructional Goals:

The objectives of this course are to help students to: understand the Direct Stiffness Method of structural analysis; know the limitations of 1st order linear elastic structural analysis; understand how structural analysis programs operate and their limitations; be able to choose and construct appropriate elements to model a structure; learn which characteristics of your structure can be ignored and which are important; and be able to identify errors in structural models.

B. Student Learning Outcomes and Assessment Methods:

<table>
<thead>
<tr>
<th>Upon successful completion of this course, students will be able to:</th>
<th>Assessment Methods:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Apply the Direct Stiffness Method (matrix analysis) to analyze the structure of a truss, beam or frame</td>
<td>Homework Assignments, Exams, and Final Project</td>
</tr>
<tr>
<td>2. Utilize computer programming to apply the Direct Stiffness Method</td>
<td>Homework Assignments and Final Project</td>
</tr>
<tr>
<td>3. Apply force loads, thermal loads, and joint displacements to a frame in the appropriate format for matrix analysis</td>
<td>Homework Assignments, Exams, and Final Project</td>
</tr>
<tr>
<td>4. Use the slope-deflection method to analyze a structure</td>
<td>Homework Assignments, Exams, and Final Project</td>
</tr>
<tr>
<td>5. Employ structural analysis software to solve realistic problems and identify errors in the results of computer models</td>
<td>Homework Assignments and Final Project</td>
</tr>
<tr>
<td>6. Use structural analysis software to analyze complex structures</td>
<td>Final Project</td>
</tr>
</tbody>
</table>

VI. Suggested Texts


VII. References/Bibliography


*Classic text*
Course Action Request
University of Alaska Anchorage
Proposal to Initiate, Add, Change, or Delete a Course

1a. School or College
EN SOENGR

1b. Division
No Division Code

1c. Department
Civil Engineering

2. Course Prefix
CE

3. Course Number
A451

4. Previous Course Prefix & Number
N/A

5a. Credits/CEUs
3

5b. Contact Hours
(Lecture + Lab)
(3+0)

6. Complete Course Title
Advanced Structural Analysis

7. Type of Course
☒ Academic
☐ Preparatory/Development
☐ Non-credit
☐ CEU
☐ Professional Development

8. Type of Action:
☒ Add
☐ Change
☐ Delete

If a change, mark appropriate boxes:
☐ Prefix
☐ Credits
☐ Title
☐ Grading Basis
☐ Course Description
☐ Test Score Prerequisites
☐ Other Restrictions
☐ Course Number
☐ Contact Hours
☐ Repeat Status
☐ Cross-Listed/Stacked
☐ Course Prerequisites
☐ Co-requisites
☐ Registration Restrictions
☐ Class
☐ Level
☐ College
☐ Major
☐ Other
☐ (please specify)

If a change, mark appropriate boxes:
☐ Prefix
☐ Credits
☐ Title
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☐ Registration Restrictions
☐ Class
☐ Level
☐ College
☐ Major
☐ Other
☐ (please specify)

9. Repeat Status No

9a. # of Repeats

9b. Max Credits

10. Grading Basis
☒ A-F
☐ P/NP
☐ NG

11. Implementation Date
semester/year
From: Fall/2013
To: 99/9999

12. ☐ Cross Listed with
☒ Stacked with CE A651

Cross-Listed Coordination

13a. Impacted Courses or Programs:
List any programs or college requirements that require this course.

Please type into fields provided in table. If more than three entries, submit a separate table. A template is available at www.uaa.alaska.edu/governance.

13b. Coordination Email
Date: 02/28/2013
submitted to Faculty Listserve: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison
Date: 02/28/2013

14. General Education Requirement
Mark appropriate box:
☐ Oral Communication
☐ Written Communication
☐ Quantitative Skills
☐ Humanities
☐ Fine Arts
☐ Social Sciences
☐ Natural Sciences
☐ Integrative Capstone

15. Course Description (suggested length 20 to 50 words)
Introduction of the Direct Stiffness Method (matrix method) with computer solutions for two-dimensional and three-dimensional linear-elastic frame and truss structures. Topics include shear deformations, elastic supports and connections, support settlements, thermal loads, and energy formulations of force-displacement relationships.

16a. Course Prerequisite(s) (list prefix and number)
CE A431 with a minimum grade of C

16b. Test Score(s)

16c. Co-requisite(s) (concurrent enrollment required)
MATH A314 is recommended

16d. Other Restriction(s)
☐ College
☐ Major
☐ Class
☐ Level

16e. Registration Restriction(s) (non-codable)

17. ☐ Mark if course has fees

18. ☐ Mark if course is a selected topic course

19. Justification for Action
A technical elective for civil engineering undergraduate students covering advanced topics in structural analysis that rounds out the typical offerings of contemporary structural engineering programs.

Initiator Name (typed): Scott Hamel
Initiator Signed Initials: _________
Date: ___________

Mark if course has fees

Mark if course has fees

Approved
Disapproved
Dean/Director of School/College
Date

Approved
Disapproved
Undergraduate/Graduate Academic
Board Chairperson
Date

Approved
Disapproved
Provost or Designee
Date

Approved
Disapproved
Department Chairperson
Date

Approved
Disapproved
Curriculum Committee Chairperson
Date

8. Type of Action:
☒ Add
☐ Change
☐ Delete

If a change, mark appropriate boxes:
☐ Prefix
☐ Credits
☐ Title
☐ Grading Basis
☐ Course Description
☐ Test Score Prerequisites
☐ Other Restrictions
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☐ Co-requisites
☐ Registration Restrictions
☐ Class
☐ Level
☐ College
☐ Major
☐ Other
☐ (please specify)
COURSE CONTENT GUIDE
University of Alaska Anchorage
School of Engineering

Date: February 27, 2013
Course Title: Advanced Structural Analysis
Course Number: CE A451
Program: Civil Engineering
Credits: 3.0

I. Course Description
Introduction of the Direct Stiffness Method (matrix method) with computer solutions for two-dimensional and three-dimensional linear-elastic frame and truss structures. Topics include shear deformations, elastic supports and connections, support settlements, thermal loads, and energy formulations of force-displacement relationships.

II. Course Design
A. Course Intent: To give civil engineering undergraduate students knowledge in advanced structural analysis. The course is designed for students who have a solid knowledge of structural analysis and linear algebra.
B. Course Credits: Three (3.0) semester hours
C. Total Time of Student Involvement:
   a. Lecture hours per week: 3
   b. Average laboratory hours per week: none
   c. Total time of work expected outside class: 5 to 8 hours per week
D. Degree Program Status: Technical elective for undergraduate civil engineering students, course to be stacked with CE A651
E. Grading: A-F
F. Fees: Yes, standard SOE.
G. Previous Course: New Course.
H. Time Frame: Standard Semester
I. Coordination With Other Schools or Colleges: SOE and list serve
J. Prerequisites: CE A431 with a minimum grade of C, MATH A314 is recommended.
K. Course Activities: Class sessions consist of lectures. Assignments are made to allow students to learn by application the principles taught in this course. Exams are administered to assess the abilities of the students to apply principles taught in the course.

III. Course Level Justification
This course requires students to apply principles learned in other fundamental engineering courses to problems in the discipline of structural engineering. Students are expected to understand the concepts presented in Structural Analysis and Mechanics of Materials.

IV. Course Outline
A. Introduction to coordinate systems, elements, and support types
B. Timoshenko beam theory
C. Introduction to structural analysis and computational Software
D. Manual and Direct Stiffness Methods for trusses
E. Boundary condition methods
F. Coordinate transformations
G. Manual and Direct Stiffness Method for beams and frames
H. End releases
I. Slope deflection
J. Spring and elastic supports
K. Temperature changes
L. Nonlinear structural analysis

V. Instructional Goals, Student Outcomes, and Assessment Methods

A. Instructional Goals:
The objectives of this course are to help students to: understand the Direct Stiffness Method of structural analysis; know the limitations of 1st order linear elastic structural analysis; understand how structural analysis programs operate and their limitations; be able to choose and construct appropriate elements to model a structure; learn which characteristics of your structure can be ignored and which are important; and be able to identify errors in structural models.

B. Student Learning Outcomes and Assessment Methods:

<table>
<thead>
<tr>
<th>Upon successful completion of this course, students will be able to:</th>
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<tbody>
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<td>5. Employ structural analysis software to solve realistic problems and identify errors in the results of computer models</td>
<td>Homework Assignments and Final Project</td>
</tr>
</tbody>
</table>

VI. Suggested Texts


VII. References/Bibliography


*Classic text*
2/20/13

MEMO

To: Governance Office

Thru: Bill Hogan, Dean, College of Health
       College of Health Curriculum Committee

From: Chad Morse, Master of Social Work (MSW) Program Coordinator

Re: Revised catalog copy for the Graduate Certificate in Clinical Social Work Practice

Attached are the proposed Program Action Request and catalog copy for the Graduate Certificate in Clinical Social Work Practice. We are submitting a clean copy and a document with the track changes noted.

The School of Social Work faculty is proposing the following changes to catalog copy for the Graduate Certificate in Clinical Social Work Practice:

1. Reorganizing content to be consistent with catalog format;
2. Revising admissions policies: For students who are in the MSW program, applications will be accepted in the first year of their enrollment in the MSW program, moving admissions to the graduate certificate from the second year to the first year of graduate study. This change makes it possible for students to begin advising for the graduate certificate earlier in their graduate studies, insuring they use their elective options wisely;
3. Clarifying curriculum requirements: group supervision courses were deleted from the curriculum due to lack of enrollment. Language in catalog copy referring to group supervision is being deleted;
4. Revising the student learning outcomes: the student learning outcomes more clearly articulate the role of clinical social workers in the treatment of clients.

These changes do not impact any other graduate program or academic unit.

Thank you for your assistance in the curriculum review process.
1a. School or College  
CH College of Health

1b. Department  
MSWK  School of Social Work

2. Complete Program Title/Prefix  
Graduate Certificate in Clinical Social Work Practice

3. Type of Program  
Choose one from the appropriate drop down menu:  
Undergraduate: or  Graduate:  
CHOOSE ONE  Other: specify type in box 2

This program is a Gainful Employment Program:  
☑ Yes  or  ☐ No

4. Type of Action:  
PROGRAM  
☐ Add  ☑ Change  ☐ Delete

PREFIX  
☐ Add  ☐ Change  ☐ Inactivate

5. Implementation Date (semester/year)  
From: Fall/2013  To:  /9999

6a. Coordination with Affected Units  
Department, School, or College:
Initiator Name (typed):  
Initiator Signed Initials: _________  Date:________________

6b. Coordination Email submitted to Faculty Listserv (uua-faculty@lists.uaa.alaska.edu)  
Date: 2/21/2013

6c. Coordination with Library Liaison  
Date: 2/21/2013

7. Title and Program Description - Please attach the following:  
☑ Cover Memo  ☑ Catalog Copy in Word using the track changes function

8. Justification for Action  
1. Reorganizing content to be consistent with catalog format;
2. Revising admissions policies: For students who are in the MSW program, applications will be accepted in the first year of their enrollment in the MSW program, moving admissions to the graduate certificate from the second year to the first year of graduate study. This change makes it possible for students to begin advising for the graduate certificate earlier in their graduate studies, insuring they use their elective options wisely;
3. Clarifying curriculum requirements: group supervision courses were deleted from the curriculum due to lack of enrollment. Language in catalog copy referring to group supervision is being deleted;
4. Revising the student learning outcomes: the student learning outcomes more clearly articulate the role of clinical social workers in the treatment of clients.
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2/20/13

MEMO

To: Governance Office

Thru: Bill Hogan, Dean, College of Health
       College of Health Curriculum Committee

From: Chad Morse, Master of Social Work (MSW) Program Coordinator

Re: Revised catalog copy for the Graduate Certificate in Social Work Management

Attached are the proposed Program Action Request and catalog copy for the Graduate Certificate in Social Work Management. We are submitting a clean copy and a document with the track changes noted.

The School of Social Work faculty is proposing the following catalog copy changes to the Graduate Certificate in Social Work Management:

1. Revising admissions policies: For students who are in the MSW program, applications will be accepted in the first year of their enrollment in the MSW program, moving admissions to the graduate certificate from the second year to the first year of graduate study. This change makes it possible for students to begin advising for the graduate certificate earlier in their graduate studies, insuring they use their elective options wisely;
2. Revising the student learning outcomes;
3. Updating the faculty list.

Thank you for your assistance in the curriculum review process.
1a. School or College
   CH College of Health
   1b. Department
   MSWK  School of Social Work

2. Complete Program Title/Prefix
   Graduate Certificate in Social Work Management

3. Type of Program
   Choose one from the appropriate drop down menu:
   Undergraduate: or  Graduate:
   CHOOSE ONE  Other: specify type in box 2

   This program is a Gainful Employment Program:  ☒ Yes or  ☐ No

4. Type of Action:
   PROGRAM
   ☐ Add
   ☒ Change
   ☐ Delete

   PREFIX
   ☐ Add
   ☐ Change
   ☐ Inactivate

5. Implementation Date (semester/year)
   From: Fall/2013  To: 9999

6a. Coordination with Affected Units
   Department, School, or College:
   Initiator Name (typed): __________
   Initiator Signed Initials: __________
   Date: __________________

6b. Coordination Email submitted to Faculty Listserv (uaa-faculty@lists.uaa.alaska.edu)
   Date: 2/21/2013

6c. Coordination with Library Liaison
   Date: 2/21/13

7. Title and Program Description - Please attach the following:
   ☒ Cover Memo  ☒ Catalog Copy in Word using the track changes function

8. Justification for Action
   1. Revising admissions policies: For students who are in the MSW program, applications will be
      accepted in the first year of their enrollment in the MSW program, moving admissions to the graduate
      certificate from the second year to the first year of graduate study. This change makes it possible for students to
      begin advising for the graduate certificate earlier in their graduate studies, insuring they use their elective
      options wisely;
   2. Revising the student learning outcomes;
   3. Updating the faculty list.

Initiator (Type Name)

Initiator (faculty only)

Chad Morse

Date

☐ Approved  ☐ Disapproved  Dean/Director of School/College
Date

☐ Approved  ☐ Disapproved  Undergraduate/Graduate Academic
Date

☐ Approved  ☐ Disapproved  Board Chair
Date

☐ Approved  ☐ Disapproved  Provost or Designee
Date
2/20/13

MEMO

To: Governance Office

Thru: Bill Hogan, Dean, College of Health
College of Health Curriculum Committee

From: Chad Morse, Master of Social Work (MSW) Program Coordinator

Re: Revised catalog copy for the MSW Program

Attached are the proposed Program Action Request and catalog copy for the MSW Program. We are submitting a clean copy and a document with the track changes noted. The School of Social Work faculty is proposing the following changes for the Master of Social Work catalog copy:

1. Reorganizing content to be consistent with catalog format: the MSW Program Goals have been replaced with Student Learning Outcomes and placed after degree requirements consistent with the two MSW graduate certificate content layout;
2. Clarifying admissions policies for applicants who do not have a bachelor in social work (BSW) degree and for students who have earned a BSW within the past five years. The previous advanced placement policy required applicants to have completed their BSW within seven years. Faculty have judged seven years too long a period for students to move into advanced degree content without completing foundation content;
3. Changing advanced placement policies for applicants who have earned a BSW in the past five years to require them to take SWK A624 Foundation Research Methods and SWK A632 Direct Practice I. Faculty have determined that advanced placement students struggle with advanced research and practice content and need these two foundation courses;
4. Changing academic progress policies such that MSW students can only retake a class one time subsequent to earning an unsatisfactory grade. There have been several students who have attempted to retake courses three times, failing to meet academic requirements for graduation;
5. Updating the social work faculty list.

These changes do not affect other academic units or programs.
Thank you for your assistance in the curriculum review process.
1a. School or College  
CH College of Health

1b. Department  
MSWK School of Social Work

2. Complete Program Title/Prefix  
Master of Social Work

3. Type of Program  
Choose one from the appropriate drop down menu: Undergraduate: or Graduate:  
CHOOSE ONE  
Master of Social Work

This program is a Gainful Employment Program:  
☐ Yes  or  ☑ No

4. Type of Action:  
PROGRAM  
☐ Add  
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7. Title and Program Description - Please attach the following:  
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5. Updating the social work faculty list.
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34
MASTER OF SOCIAL WORK

The mission of the UAA MSW Program is to prepare advanced generalist social workers who enhance human well-being and promote social and economic justice for people of all backgrounds, particularly those in Alaska. Alaska’s unique and rich multicultural populations, geographic remoteness, and frontier status allow the real potential for skilled social work professionals to make a profound impact on social and economic injustice in our state. The MSW Program is accredited by the Council on Social Work Education (CSWE). The program is reviewed by CSWE for reaffirmation on a regular basis.

All students entering the program will have an official graduate studies plan tailored to meet their own educational needs. The MSW degree is structured to allow students to participate in full-time, part-time, or distance education plans requiring from one to four years of study, dependent upon prior academic preparation for graduate studies in social work. The MSW Curriculum has two components, the foundation curriculum and the concentration curriculum. The foundation curriculum is comprised of 32 semester credits and is completed in the first year of the full-time program, and the first two years of the part-time program. The foundation curriculum is sequenced to provide professional preparation for advanced generalist social work education. Students must successfully test out or complete all courses in the foundation curriculum before proceeding to the concentration curriculum. The concentration curriculum is comprised of 31 credits and completed in the second year of the full-time program and the second two years of the part-time program. All students must successfully complete all courses in the concentration curriculum.

Students who have earned a BSW degree from a CSWE accredited program within the past five years and who are judged to be ready for advanced graduate studies may be admitted with advanced placement to the concentration curriculum. Students admitted into the advanced placement option are required to take SWK A632 Direct Practice I (3 credits) and SWK A624 Foundation Research Methods (4 credits) in the summer semester and must earn a grade of C or better to proceed to the concentration curriculum in the fall semester.

ADMISSION REQUIREMENTS

1. Deadline for application: January 15th. This is the only application date for the year. Admission review is performed once a year following the January 15th deadline for application.
2. Submit the complete MSW admissions packet available through the School of Social Work.
3. Submit complete transcripts demonstrating successful completion of a bachelor’s degree from an accredited college or university.
4. Submit UAA graduate application for admission with fee.

The MSW program reserves the right to request additional materials and/or interviews pertaining to program admission. Admission to the MSW degree program is based on the professional judgment of the social work faculty. Only students eligible to be licensed in the state of Alaska will be admitted to the MSW degree program. Please contact the department for further information.

LIBERAL ARTS REQUIREMENTS FOR ADMISSIONS

The MSW program requires that all incoming students have successfully completed a baccalaureate degree in the liberal arts from an accredited institution of higher learning. The liberal arts baccalaureate should include successful coursework in the following areas:

1. Two university courses in the humanities (history, philosophy, languages, literature, or similar disciplines);
2. Two university courses in the social sciences (political sciences, sociology, anthropology, psychology, or similar disciplines, see note below concerning human development);
3. One university course in the fine arts (music, theater, art appreciation or similar disciplines);
4. One university course in oral communication;
5. One university course in written communication;
6. Two university courses in the natural sciences and/or mathematics (biology, chemistry, physics, geology, astronomy or from similar disciplines; algebra, calculus, trigonometry, statistics, or similar disciplines, see notes below concerning human biology and statistics.
7. A minimum of 45 semester credits or 68 quarter credits which in total reflect the courses identified in the above list of liberal arts classes. The remaining earned academic credits can be distributed in any combination of course work.

As part of the liberal arts preparation, the MSW program has established the following three specific prerequisites to admission: prior course work in human biology (one course); human development over the entire life span (one course); and applied statistics (one course). The human biology and human development courses provide educational background for understanding the bio-pyscho-social determinants of human behavior. The applied statistics course provides exposure to objective knowledge development. A minimum grade of C is required for each of the prerequisite courses.

ACADEMIC PROGRESS
To maintain satisfactory progress toward the degree, a student in the MSW program is expected to achieve a GPA of 3.00 or better of a 4.00 scale, with no individual course grade lower than a C, and to adhere to the Code of Ethics of the National Association of Social Workers. Students who are unable to earn a grade of C or better in a required MSW course during their initial enrollment may attempt to earn a satisfactory grade one additional time if approved by their advisor and the MSW Program Coordinator. Students must earn a grade of B or better in all field practicum courses (SWK A644, SWK A645, SWK A646, SWK A647, SWK A639).

Field placements may become competitive if the number of applicants exceeds the number of spaces. The program and agencies also reserve the right to refuse and/or terminate students who do not meet a minimum standard of performance. Thus, while the School of Social Work makes every effort to find appropriate field placements for students, admittance to the MSW program does not guarantee acceptance by cooperating social services agencies.

TRANSFER CREDITS
Up to 9 semester credits from a CSWE-accredited MSW program may be transferred to UAA and counted toward degree completion. Quarter credits will be converted to semester credits by multiplying quarter credits by two-thirds.

CANDIDACY FOR A MASTER OF SOCIAL WORK DEGREE
1. Refer to Advancement to Candidacy criteria found at the beginning of this chapter.
2. Submit the Application for Advancement to Candidacy packet available through the School of Social Work.
3. Successfully complete MSW comprehensive examination, given in the Advanced Generalist Integrative Seminar (SWK A635) during spring semester of the concentration year of the program.

GRADUATION REQUIREMENTS
1. See the beginning of this chapter for University Requirements for Master’s Degrees.
2. Successful completion of individual research project (SWK A698).
3. Successful completion of all required academic course work specified on the Official Graduate Studies Plan, with a GPA of 3.00 or better, no course grade lower than a C, and no practicum course grade lower than a B (SWK A644, SWK A645, SWK A646, SWK A647, SWK A639).

PROGRAM REQUIREMENTS
The following outlines course requirements for the full-time program plan. Students admitted to the program on a part-time basis or in the distance delivered program take from 2 to 7 credits each semester: fall, spring, and summer, for two to four years dependent upon prior academic preparation. A copy of the part-time program plan is available from the School of Social Work.

1. **Foundation Curriculum:** Complete, test-out, or waive the following required courses in the foundation sequence:
   - **Fall - Year One**
     - SWK A630 Practice Skills Lab 16 credits
2. **Concentration Curriculum:**

   **Fall - Year Two**
   - SWK A608 Social Policy for Advanced Generalist Practice 3
   - SWK/HS A628 Program Evaluation 3
   - SWK A633 Direct Practice II 3
   - SWK A634 Organizational Practice 3
   - SWK A646 Advanced Generalist Practicum I 3

   **Spring - Year Two**
   - SWK A635 Advanced Generalist Integrative Seminar 3
   - SWK A647 Advanced Generalist Practicum II 4
   - SWK A698 MSW Research Project 3
   - Graduate-level Social Work elective. 3
   - Graduate-level Social Work elective. 3

3. A minimum of 38 credits is required for the Master of Social Work Degree. A total of 6 credits of electives to pursue professional emphasis may be selected from outside the School of Social Work offerings. Only 400- and 600-level courses approved by the MSW faculty advisor and program coordinator may count toward graduate program requirements. Courses at the 500 level are not applicable toward the MSW degree requirements. No more than 3 credits at the 400 level may be counted toward the MSW degree requirements. Contact the School of Social Work for a full list of available electives and scheduled class offerings.

**RESEARCH PROJECT**

All students are required to complete a research project (SWK A698) in the concentration year of study. The project is an opportunity for the student to conduct an original research or program evaluation project under the guidance of a faculty member. Students attend a seminar to facilitate the process. The process includes formulating the research question, conducting a literature review, designing and conducting the study, analyzing the data, writing the report, and disseminating the results to faculty, fellow students, and the practice community. Students are expected to comply with UAA policies and procedures for the protection of human subjects.

**STUDENT LEARNING OUTCOMES**

The MSW Program prepares advanced generalist social workers who:

1. Are leaders who assume multiple practice roles to address health and social issues in Alaska.
2. Engage in practice consistent with the values and ethics of the social work profession.
3. Utilize critical thinking to synthesize and apply a broad range of knowledge and skills.
4. Demonstrate attunement, sensitivity and respect for people from diverse backgrounds.
5. Differentially intervene with, and on behalf of, populations at risk or who experience discrimination, economic deprivation, and/or oppression.
6. Develop and conduct research to inform practice.
7. Evaluate and apply knowledge of Human Behavior in the Social Environment in practice.
8. Develop and evaluate social policies that promote social and economic well-being.
9. Integrate contextual knowledge into the development, implementation and evaluation of social work services in Alaska.
10. Engage in planned change using theory and evidence based practice processes to provide competent and effective services in Alaska.

GRADUATE CERTIFICATE IN CLINICAL SOCIAL WORK PRACTICE

The Graduate Certificate in Clinical Social Work Practice prepares MSW graduates to practice clinical social work using social work principles and methods to assist in the treatment of mental and emotional conditions of individuals, families or groups. The 15 credit graduate certificate uses the MSW program elective sequence as a platform for developing advanced knowledge and skills for clinical social work practice and partially preparing students for licensure as a Licensed Clinical Social Worker (LCSW) in Alaska. Courses are offered on a two-year rotation, including evening, weekend and summer intensives. Applications are accepted on an ongoing basis.

ADMISSION REQUIREMENTS

Applicants for the Graduate Certificate in Clinical Social Work Practice must:
1. Be in the second semester of the foundation year of the UAA MSW program or have completed an MSW degree from a program accredited by the Council on Social Work Education (CSWE);
2. Have a cumulative graduate GPA of 3.00 (B average on a 4.00 scale);
3. Provide a written summary of social work practice experience and career goals; and
4. Be eligible for licensure in Alaska.

CURRICULUM REQUIREMENTS

Total = 15 credits:

1. Required courses           7 credits
   SWK A663      Clinical Social Work with Children and Adolescents  2
   SWK A651      Social Work Practice in Addictions and Mental Health  3
   SWK A664      Clinical Social Work with Adults  2

2. Plus completion of 8 credits from the following:                8 credits
   SWK A656      Treatment of Families (3)
   SWK A665      Comparative Group Work (3)
   SWK A667      Clinical Group Therapy (2)
   SWK A672      Social Work with Families and Couples (2)

Up to three (3) credits may be taken from other approved graduate level course(s) that help prepare students for clinical social work practice. Alaska Statute 08.95.990 (2) defines "clinical social work" as the diagnosis of psychiatric disorders and use of techniques of applied psychotherapy of a nonmedial nature while practicing social work. Other clinical courses that include content consistent with this definition may be approved in consultation with the clinical certificate advisor.

CERTIFICATE COMPLETION REQUIREMENTS

Admitted students are required to complete the curriculum requirements for the graduate certificate with a cumulative GPA of 3.00 or better.

STUDENT LEARNING OUTCOMES

The program is designed to expand knowledge and skills for students preparing for clinical social work practice. Students demonstrate their abilities to:
1. Practice clinical social work within the legal and ethical standards of the profession.
2. Enhance the mental health and well-being of individuals, families and groups who seek their services.
3. Engage, assess, diagnose and intervene on behalf of clients guided by practice theories and empirically-supported practice knowledge.
4. Maintain professional integrity in all aspects of their practice.
5. Recognize practice limitations and seek appropriate clinical supervision and education to increase/enhance professional competence.
6. Develop a concept and a plan for their future professional development.

GRADUATE CERTIFICATE IN SOCIAL WORK MANAGEMENT

The Graduate Certificate in Social Work Management prepares MSW graduates to be managers in social service settings. Students develop advanced knowledge and skills in organizational practice, supervisory management, leadership and decision-making, marketing in the social sector, financial resource development, budgeting and fiscal management. The curriculum is based on the Leadership and Management Practice Standards established by the National Network for Social Work Managers. Applications are accepted on an ongoing basis.

ADMISSION REQUIREMENTS

Applicants for the Graduate Certificate in Social Work Management must:
1. Be in the second semester of their foundation year of the UAA MSW program or have completed an MSW degree from a program accredited by the Council on Social Work Education (CSWE);
2. Have a cumulative graduate GPA of 3.00 (B average on a 4.00 scale);
3. Provide a written summary of social work practice experience and career goals.

CURRICULUM REQUIREMENTS

Total = 15 credits

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<td>SWK A654 Supervisory Management in Social Work</td>
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<tr>
<td>SWK A659 Leadership and Decision Making in Social Work</td>
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<tr>
<td>SWK A660 Financial Leadership for Social Work Administrators</td>
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<tr>
<td>SWK A661 Marketing in the Social Sector</td>
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<td>SWK A662 Financial Resource Development for Social Services</td>
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CERTIFICATE COMPLETION REQUIREMENTS

Admitted students are required to complete the curriculum requirements for the graduate certificate with a cumulative GPA of 3.00 or better.

STUDENT LEARNING OUTCOMES

Graduates of the Graduate Certificate in Social Work Management will be able to demonstrate the knowledge and skills to perform organizational social work practice roles using multiple interventions directed at multiple levels. They will be able to:
1. Demonstrate the role of leadership and decision-making in social service organizations.
2. Apply supervisory management skills at multiple levels within an organization.
3. Integrate budget development and fiscal analysis into social services program planning.
4. Utilize social sector marketing concepts to enhance the mission of their respective programs and organizations.
5. Design and implement financial resource development plans for social programs/social service agencies.

FACULTY

Donna Aguiniga, Assistant Professor, dmaguiniga@uaa.alaska.edu
Mary Dallus Allen, Associate Professor, mdallen@uaa.alaska.edu
Tracey Burke, Associate Professor, tkburke@uaa.alaska.edu
Patrick Cunningham, Associate Professor, pmcunningham@uaa.alaska.edu
Alexa Filanowicz, Clinical Assistant Professor/BSW Field Coordinator, afilanowicz@uaa.alaska.edu
MASTER OF SOCIAL WORK
The mission of the UAA MSW Program is to prepare advanced generalist social workers who enhance human well-being and promote social and economic justice for people of all backgrounds, particularly those in Alaska. Alaska’s unique and rich multicultural populations, geographic remoteness, and frontier status allow the real potential for skilled social work professionals to make a profound impact on social and economic injustice in our state. The MSW Program is accredited by the Council on Social Work Education (CSWE). The program is reviewed by CSWE for reaffirmation on a regular basis.
Based upon the mission established for the MSW Program, the program goals are to prepare Advanced Generalist Social Work practitioners who are:

- Competent in multiple practice roles across client systems, particularly within the state of Alaska.
- Committed to the enhancement of human well-being.
- Committed to the promotion of social and economic justice for people of all backgrounds, particularly those in Alaska.
- Guided by the values and ethical standards of the social work profession.
- Prepared to enhance the quality of service delivery systems.

All students entering the program will have an official graduate studies plan tailored to meet their own educational needs. The MSW degree is structured to allow students to participate in full-time, part-time, or distance education plans requiring from one to four years of study, dependent upon prior academic preparation for graduate studies in social work.

**The MSW Curriculum has two components, the foundation curriculum and the concentration curriculum.** The foundation curriculum is comprised of 32 semester credits and is completed in the first year of the full-time program, and the first two years of the part-time program. The foundation curriculum is required for students who have not earned a baccalaureate degree in social work from an accredited program within the last seven years. The foundation curriculum is sequenced to provide professional preparation for advanced generalist social work education. Students must successfully test out or complete all courses in the foundation curriculum before proceeding to the concentration curriculum. The concentration curriculum is comprised of 31 credits and completed in the second year of the full-time program and the second two years of the part-time program. All students must successfully complete all courses in the concentration curriculum.

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**ADMISSION REQUIREMENTS**

1. Deadline for application: January 15th. This is the only application date for the year. Admission review is performed once a year following the January 15th deadline for application.
2. Submit the complete MSW admissions packet available through the School of Social Work
3. Submit complete transcripts demonstrating successful completion of a bachelor’s degree from an accredited college or university.
4. Submit UAA graduate application for admission with fee and meet requirements found at the beginning of this chapter.
5. Submit complete undergraduate transcripts demonstrating an earned bachelor’s degree from an accredited college or university.
6. Submit the complete MSW admissions packet available through the School of Social Work.
5. Admission to the MSW Program with advanced standing status must be exercised within seven five years of receiving the BSW degree.

6. Successful completion of Departmental Honors in Social Work in the UAA BSW Program earns the right to waive a regular review of an admission packet to the foundation curriculum of the Master of Social Work Program. Students are responsible for completing a UAA Graduate Application for Admission and a program application for admission to the MSW Program. The application packet should be submitted to the MSW Admissions Committee by the application deadline, with request to waive the regular review process. Admission to the full program will be granted if the applicant meets all of the requirements for departmental honors. Honors students interested in admission with advanced standing must apply for this status.

The MSW program reserves the right to request additional materials and/or interviews pertaining to program admission. Knowledgeable, skillful, and sensitive with people from diverse backgrounds. Admission to the MSW degree program is based on the professional judgment of the social work faculty. Only students eligible to be licensed in the state of Alaska will be admitted to the MSW degree program. Please contact the department for further information.

LIBERAL ARTS REQUIREMENTS FOR ADMISSIONS
The MSW program requires that all incoming students have successfully completed a baccalaureate degree in the liberal arts from an accredited institution of higher learning. The liberal arts baccalaureate should include successful coursework in the following areas:

1. Two university courses in the humanities (history, philosophy, languages, literature, or similar disciplines);
2. Two university courses in the social sciences (political sciences, sociology, anthropology, psychology, or similar disciplines, see note below concerning human development);
3. One university course in the fine arts (music, theater, art appreciation or similar disciplines);
4. One university course in oral communication;
5. One university course in written communication;
6. Two university courses in the natural sciences and/or mathematics (biology, chemistry, physics, geology, astronomy or from similar disciplines; algebra, calculus, trigonometry, statistics, or similar disciplines, see notes below concerning human biology and statistics.
7. A minimum of 45 semester credits or 68 quarter credits which in total reflect the courses identified in the above list of liberal arts classes. The remaining earned academic credits can be distributed in any combination of course work.

As part of the liberal arts preparation, the MSW program has established the following three specific prerequisites to admission: prior course work in human biology (one course); human development over the entire life span (one course); and applied statistics (one course). The human biology and human development courses provide educational background for understanding the bio-pyscho-social determinants of human behavior. The applied statistics course provides exposure to objective knowledge development. A minimum grade of C is required for each of the prerequisite courses.

ACADEMIC PROGRESS
To maintain satisfactory progress toward the degree, a student in the MSW program is expected to achieve a GPA of 3.00 or better of a 4.00 scale, with no individual course grade lower than a C, and to adhere to the Code of Ethics of the National Association of Social Workers. Students who are unable to earn a grade of C or better in a required MSW course during their initial enrollment may attempt to earn a satisfactory grade one additional time if approved by their advisor and the MSW Program Coordinator. Students must earn a grade of B or better in all field practicum courses (SWK A644, SWK A645, SWK A646, SWK A647, SWK A639).

Field placements may become competitive if the number of applicants exceeds the number of spaces. The program and agencies also reserve the right to refuse and/or terminate students who do not meet a minimum standard of performance. Thus, while the School of Social Work makes every effort to find appropriate field placements for students, admittance to the MSW program does not guarantee acceptance by cooperating social services agencies.

TRANSFER CREDITS
Up to 9 semester credits from a CSWE-accredited MSW program may be transferred to UAA and counted toward degree completion. Quarter credits will be converted to semester credits by multiplying quarter credits by two-thirds.
CANDIDACY FOR A MASTER OF SOCIAL WORK DEGREE
1. Refer to Advancement to Candidacy criteria found at the beginning of this chapter.
2. Submit the Application for Advancement to Candidacy packet available through the School of Social Work.
3. Successfully complete MSW comprehensive examination, given in the Advanced Generalist Integrative Seminar (SWK A635) during spring semester of the concentration year of the program.

GRADUATION REQUIREMENTS
1. See the beginning of this chapter for University Requirements for Master’s Degrees.
2. Successful completion of individual research project (SWK A698).
3. Successful completion of all required academic course work specified on the Official Graduate Studies Plan, with a GPA of 3.00 or better, no course grade lower than a C, and no practicum course grade lower than a B (SWK A644, SWK A645, SWK A646, SWK A647, SWK A639).

PROGRAM REQUIREMENTS
The following outlines course requirements for the full-time program plan. Students admitted to the program on a part-time basis or in the distance delivered program take from 2 to 7 credits each semester: fall, spring, and summer, for two to four years dependent upon prior academic preparation. A copy of the part-time program plan is available from the School of Social Work.

1. **Foundation Curriculum:** Complete, test-out, or waive the following required courses in the foundation sequence:
   - Fall - Year One 16 credits
     - SWK A630 Practice Skills Lab 1
     - SWK A631 Foundation Practice 3
     - SWK A632 Direct Practice I 3
     - SWK A642 Human Behavior in the Social Environment 3
     - SWK A643 Human Diversity in Social Work Practice 3
     - SWK A644 Generalist Practicum I 3
   - Spring - Year One 16 credits
     - SWK A607 Social Welfare Policy and Services 3
     - SWK A624 Foundation Research Methods 4
     - SWK A636 Community Practice 3
     - SWK A645 Generalist Practicum II 3
     - Graduate-level Social Work elective. 3

2. **Concentration Curriculum:**
   - Fall - Year Two 15 credits
     - SWK A608 Social Policy for Advanced Generalist Practice 3
     - SWK/HS A628 Program Evaluation 3
     - SWK A633 Direct Practice II 3
     - SWK A634 Organizational Practice 3
     - SWK A646 Advanced Generalist Practicum I 3
   - Spring - Year Two 16 credits
     - SWK A635 Advanced Generalist Integrative Seminar 3
     - SWK A647 Advanced Generalist Practicum II 4
     - SWK A698 MSW Research Project 3
     - Graduate-level Social Work elective. 3
     - Graduate-level Social Work elective. 3

3. A minimum of 381 credits is required for the Master of Social Work Degree.
A total of 6 credits of electives to pursue professional emphasis may be selected from outside the School of Social Work offerings. Only 400- and 600-level courses approved by the MSW faculty advisor and program coordinator may count toward graduate program requirements. Courses at the 500 level are not applicable toward the MSW degree requirements. No more than 3 credits at the 400 level may be counted toward the MSW degree requirements. Contact the School of Social Work for a full list of available electives and scheduled class offerings.

RESEARCH PROJECT
All students are required to complete a research project (SWK A698) in the concentration year of study. The project is an opportunity for the student to conduct an original research or program evaluation project under the guidance of a faculty member. Students attend a seminar to facilitate the process. The process includes formulating the research question, conducting a literature review, designing and conducting the study, analyzing the data, writing the report, and disseminating the results to faculty, fellow students, and the practice community. Students are expected to comply with UAA policies and procedures for the protection of human subjects.

STUDENT LEARNING OUTCOMES
The MSW Program prepares advanced generalist social workers who:

1. Are leaders who assume multiple practice roles to address health and social issues in Alaska.
2. Engage in practice consistent with the values and ethics of the social work profession.
3. Utilize critical thinking to synthesize and apply a broad range of knowledge and skills.
4. Demonstrate attunement, sensitivity and respect for people from diverse backgrounds.
5. Differentially intervene with, and on behalf of, populations at risk or who experience discrimination, economic deprivation, and/or oppression.
6. Develop and conduct research to inform practice.
7. Evaluate and apply knowledge of Human Behavior in the Social Environment in practice.
8. Develop and evaluate social policies that promote social and economic well-being.
9. Integrate contextual knowledge into the development, implementation and evaluation of social work services in Alaska.
10. Engage in planned change using theory and evidence based practice processes to provide competent and effective services in Alaska.

GRADUATE CERTIFICATE IN CLINICAL SOCIAL WORK PRACTICE
The Graduate Certificate in Clinical Social Work Practice prepares MSW graduates to practice clinical social work using social work principles and methods to assist in the treatment of mental and emotional conditions of individuals, families or groups. The 15 credit graduate certificate uses the MSW program elective sequence as a platform for developing advanced knowledge and skills for clinical social work practice and partially preparing students for licensure as a Licensed Clinical Social Worker (LCSW) in Alaska. Courses are offered on a two-year rotation, including evening, weekend and summer intensives. Applications are accepted on an ongoing basis. Group supervision courses are offered between January and December, meeting weekly for 1.25 hours. Students must be in post-MSW practice to participate in group supervision. Application deadline is November 15th for a Spring semester start date.

ADMISSION REQUIREMENTS
Applicants for the Graduate Certificate in Clinical Social Work Practice must:

1. Be in the second semester of the foundation/concentration year of the UAA MSW program or have completed an MSW degree from a program accredited by the Council on Social Work Education (CSWE);
2. Have a cumulative graduate GPA of 3.00 (B average on a 4.00 scale);
3. Provide a written summary of social work practice experience and career goals; and
4. Be eligible for licensure in Alaska.

CURRICULUM REQUIREMENTS
Total = 15 credits:

1. Required courses 7 credits
   SWK A663 Clinical Social Work with Children and
Adolescents  
SWK A651 Social Work Practice in Addictions and Mental Health  
SWK A664 Clinical Social Work with Adults

2. Plus completion of 8 credits from the following:  
SWK A656 Treatment of Families (3)  
SWK A665 Comparative Group Work (3)  
SWK A667 Clinical Group Therapy (2)  
SWK A672 Social Work with Families and Couples (2)

Up to three (3) credits may be taken from other approved graduate level course(s) that help prepare students for clinical social work practice. Alaska Statute 08.95.990 (2) defines “clinical social work” as the diagnosis of psychiatric disorders and use of techniques of applied psychotherapy of a nonmedical nature while practicing social work. Other clinical courses that include content consistent with this definition may be approved in consultation with the clinical certificate advisor SWK A668 Group Supervision I (1)  
SWK A669 Group Supervision II (1)  
SWK A670 Group Supervision III (1)

CERTIFICATE COMPLETION REQUIREMENTS
Admitted students are required to complete the curriculum requirements for the graduate certificate with a cumulative GPA of 3.00 or better.

STUDENT LEARNING OUTCOMES
The program is designed to expand knowledge and skills for students preparing for clinical social work practice. The diversity of clinical experiences and allows students to increase confidence in their clinical judgment through clinical supervision. The program provides the opportunity for students to enhance their practice skills and to mature in their professional use of self. In the program the students demonstrate their abilities to:

1. Practice clinical social work within the legal and ethical parameters of the profession.
2. Enhance the mental health and well-being of individuals, families and groups who seek their services, identify clients who are at risk and intervene properly.
3. Engage, assess, diagnose and intervene on behalf of clients guided by practice theories and empirically-supported practice knowledge.
4. Apply a variety of theories and use a variety of methods in their practice.
5. Define their professional stance vis-à-vis the realities of the practice environment. Recognize practice limitations and seek appropriate clinical supervision and education to increase/enhance professional competence.
6. Develop a concept and a plan for their future professional development.

GRADUATE CERTIFICATE IN SOCIAL WORK MANAGEMENT
The Graduate Certificate in Social Work Management prepares MSW graduates to be managers in social service settings. Students develop advanced knowledge and skills in organizational practice, supervisory management, leadership and decision-making, marketing in the social sector, financial resource development, budgeting and fiscal management. The curriculum is based on the Leadership and Management Practice Standards established by the National Network for Social Work Managers. Applications are accepted on an ongoing basis. Application deadline is November 15th for a Spring semester start date.

ADMISSION REQUIREMENTS
Applicants for the Graduate Certificate in Social Work Management must:

1. Be in the second semester of their foundation concentration year of the UAA MSW program or have completed an MSW degree from a program accredited by the Council on Social Work Education (CSWE);
2. Have a cumulative graduate GPA of 3.00 (B average on a 4.00 scale);
3. Provide a written summary of social work practice experience and career goals.

**CURRICULUM REQUIREMENTS**

**Total = 15 credits**

**Required Courses**

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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tr>
<td>SWK A634</td>
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<tr>
<td>SWK A654</td>
<td>Supervisory Management in Social Work</td>
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<td>SWK A659</td>
<td>Leadership and Decision Making in Social Work</td>
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<td>SWK A660</td>
<td>Financial Leadership for Social Work Administrators</td>
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<td>SWK A662</td>
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</table>

**CERTIFICATE COMPLETION REQUIREMENTS**

Admitted students are required to complete the curriculum requirements for the graduate certificate with a cumulative GPA of 3.00 or better.

**STUDENT LEARNING OUTCOMES**

Graduates of the Graduate Certificate in Social Work Management will be able to demonstrate the knowledge and skills to perform organizational social work practice roles using multiple interventions directed at multiple levels. They will be able to:

1. Demonstrate the role of leadership and decision-making in social service organizations;
2. Apply supervisory management skills at multiple levels within an organization;
3. Integrate budget development and fiscal analysis into social services program planning;
4. Utilize social sector marketing concepts to enhance the mission of their respective programs and organizations; and
5. Design and implement financial resource development plans for social programs/social service agencies.

**FACULTY**

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Kathi Trauer, Associate Professor/BSW Program Coordinator, ktrauer@uaa.alaska.edu

Comment [SDF2]: I’m guessing, but this should be her email

Comment [SDF3]: I added this, but not sure if you wanted it there?
## Original Purge List for 2013-14 UAA Catalog with Responses

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<th>SUBJECT PREFIX</th>
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<th>COURSE TITLE</th>
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<th>LAST TERM OFFERED</th>
<th>Course Impacts</th>
<th>Program Impacts</th>
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