Undergraduate Academic Board

Agenda

March 18, 2011
2:00-5:00
ADM 204

I. Roll
( ) Hilary Davies   ( ) Susan Wilson   ( ) Deborah Fox   ( ) Adjunct vacancy
( ) Paola Banchero   ( ) Hilary Seitz   (E) Wayne Edwards   ( ) USUAA vacancy
( ) David Meyers    ( ) Cheryl Smith   ( ) FS at large vacancy   Ex-Officio Members:
( ) Suzanne Forster   ( ) Utpal Dutta   ( ) Advis./Couns. vacancy   ( ) Bart Quimby
( ) Susan Fallon   ( ) Kevin Keating   ( ) David Edgecombe  ( ) Lora Volden
( ) Dave Fitzgerald   ( ) Marion Yapuncich   ( ) Kathrynn Hollis Buchanan

II. Approval of the Agenda (pg. 1-4)

III. Approval of Meeting Summary (pg. 5-7)

IV. Administrative Report
A. Associate Vice Provost Bart Quimby
B. Interim University Registrar Shirlee Willis-Haslip and Associate Registrar Lora Volden

V. Chair’s Report
A. UAB Chair- Hilary Davies
B. GERC- Sue Fallon
C. Assessment Committee Report- Bart Quimby

VI. Program/Course Action Request- Second Readings
Chg SOC A407 Power in the Workplace: The Sociology of Formal Organizations (3 cr) (3+0) (pg. 8-11)
Chg ASL A101 Elementary American Sign Language I (4 cr) (4+0) (GERC) (pg. 12-16)
Chg ASL A102 Elementary American Sign Language II (4 cr) (4+0) (GERC) (pg. 17-21)
Chg ASL A201 Intermediate American Sign Language I (4 cr) (4+0) (GERC) (pg. 22-26)
Chg ASL A202 Intermediate American Sign Language II (4 cr) (4+0) (GERC) (pg. 27-30)

No revisions received for the 2nd reading at the UAB meeting:
Chg ANTH A415 Applied Anthropology (3 cr) (3+0) (stacked with ANTH A615)
Chg ANTH A427 Ethnology (3 cr) (3+0) (stacked with ANTH A627)
Need updated bibliographies for ANTH A415 and A427

Chg ANTH A201 Introduction to Linguistic Anthropology (3 cr) (3+0)
Chg ANTH A211 Fundamentals of the Archaeology (3 cr) (3+0)
Chg ANTH A225 Cook Inlet Anthropology (3 cr) (3+0)
Chg ANTH A270 Women in Cross-cultural Perspective (3 cr) (3+0)
Chg ANTH A312 North American Archaeology (3 cr) (3+0)
Del ANTH A333 Peoples and cultures of Southeast Asia (3 cr) (3+0)
Chg ANTH A335 Native North Americans (3 cr) (3+0)
Chg ANTH A336 Peoples and Cultures of South America (3 cr) (3+0)
Chg ANTH A338 Peoples and Cultures of Scandinavia (3 cr) (3+0)
Chg ANTH A361 Languages and Culture (3 cr) (3+0)
Chg ANTH A365 Modern Human Biological Diversity (3 cr) (3+0)
Chg ANTH A400 Anthropology of Religion (3 cr) (3+0)
Chg ANTH A413 Peopling of the Americas (3 cr) (3+0)
Chg ANTH A416 Arctic Archaeology (3 cr) (3+0)
Chg ANTH A431 Field Methods in Archeology (1-8 cr) (0+3-24) (stacked with ANTH A631)
Chg ANTH A432 Hunting and Gathering Societies (3 cr) (3+0)
Chg ANTH A435 Northwest Coast Cultures (3 cr) (3+0)
Chg ANTH A436 Aleut Adaptations (3 cr) (3+0)
Chg ANTH A437 Eskimo Adaptations (3 cr) (3 cr)
Chg ANTH A438 Tlingit and Haida Adaptations (3 cr) (3+0)
Chg ANTH A439 Athabascan Adaptations (3 cr) (3+0)
Chg ANTH A445 Evolution of Humans and Disease (3 cr) (3+0) (stacked with ANTH A645)
Chg ANTH A457 Food and Nutrition: An Anthropological Perspective (3 cr) (3+0)
(added with ANTH A657)
Chg ANTH A480 Analytical Techniques in Archeology (3 cr) (3+0) (stacked with ANTH A680)
Chg ANTH A481 Museum Studies in Anthropology (3 cr) (3+0) (stacked with ANTH A681)
Chg THR A195 Theatre Practicum: Performance (1-3 cr) (0+3-9) (stacked with THR A395)
Chg THR A329 Combat for the Stage (3 cr) (2+3)
Chg THR A395 Advanced Practicum: Performance (1-3 cr) (0+3-9) (stacked with THR A195)
Chg Theatre and Dance, Bachelor of Arts
Chg Bachelor of Science, Physical Education
Chg Minor, Physical Education
Chg Minor, Outdoor Leadership
Chg Minor, Health & Fitness Leadership
Add Occupational Endorsement Certificate, Outdoor Leadership

Tabled at 2nd reading:
Chg PSY A490 Advanced Topics in Psychology (1 cr) (1+3+0)
Chg PSY A492 Senior Seminar: Contemporary Issues in Psychology (3 cr) (3+0)
Tabled PSY A490 and PSY A492 until GAB can review PSY A6090 and PSY 6492

VII. Program/Course Action Request- First Readings
Chg BIOL A425 Mammalogy (3 cr) (3+0) (pg. 31-36)
Chg Bachelor of Science, Biological Science (pg. 37-43)
Chg OSH A111 Training Needs and Methods (3 cr) (3+0) (pg. 44-47)
Chg OSH A180 Introduction to Industrial Hygiene (4 cr) (4+0) (pg. 48-51)
Chg OSH A211 Safety Program Assessment, Development and Implementation (4 cr) (3+2) (pg. 52-55)
Chg OSH A240 Workplace Monitoring: Instrumentation and Calibration (3 cr) (2+2) (pg. 56-60)
Chg MATH A105 Intermediate Algebra (3 cr) (3+0) (pg. 61-69)
Chg ACCT A430 Governmental and Not-For-Profit Accounting (3 cr) (3+0) (pg. 70-75)
Chg JPC A413 Communications Law (3 cr) (3+0) (cross listed with JUST A413) (pg. 76-80)
Chg JUST A413 Communications Law (3 cr) (3+0) (cross listed with JPC A413) (pg. 81-85)
Chg JPC A446 Magazine Editing & Production II (3 cr) (2+2) (pg. 86-89)
Chg Bachelor of Arts, Journalism and Public Communication (pg. 90-98)
Chg MILS A150 Army ROTC Leadership Lab (1 cr) (0+4) (pg. 99-101)
Add MILS A250 History of the United States Army (3 cr) (3+0) (pg. 102-105)
Chg MILS A301 Adaptive Team Leadership (3 cr) (3+0) (pg. 106-109)
Chg MILS A302 Applied Team Leadership (3 cr) (3+0) (pg. 110-113)
Chg MILS A401 Adaptive Leadership (3 cr) (3+0) (pg. 114-118)
Chg MILS A402 Leadership in a Complex World (3 cr) (3+0) (pg. 119-122)
Chg Army ROTC (pg. 123-124)
Add Minor, National Defense, Strategic Studies, and Leadership: Army Emphasis (pg. 124-128)
Chg CA A223 Catering Management (2 cr) (1+4) (pg. 129-132)
Chg Hospitality and Restaurant Management (pg. 133-137)
Add DN A150 Nutrition Through the Life Cycle (3 cr) (3+0) (pg. 138-143)
Chg Dietetics, BS (pg. 144-145)
| Chg | CE A470 | Civil Engineering Internship (3 cr) (3+0) (pg. 156) |
| Del | ES A111 | Engineering Science (3 cr) (3+0) (pg. 157) |
| Del | ES A201 | Computer Techniques (3 cr) (3+0) (pg. 158) |
| Chg | AET A101 | Fundamentals of CADD for Building Construction (Fund. Of CADD for Bldg. Const.) (4 cr) (2+4) (pg. 159-167) |
| Chg | AET A142 | Mechanical and Electrical Technology (Mechanical & Electrical Tech.) (4 cr) (3+2) (pg. 168-174) |
| Chg | AET A213 | Civil Technology (4 cr) (2+4) (pg. 175-180) |
| Chg | AET A231 | Structural Technology (4 cr) (2+4) (pg. 181-186) |
| Chg | CM A142 | Mechanical and Electrical Technology (Mechanical & Electrical Tech.) (4 cr) (3+2) (pg. 196-202) |
| Chg | CM A213 | Construction Civil Technology (Constr. Civil Technology) (4 cr) (2+4) (pg. 203-209) |
| Chg | CM A231 | Structural Technology (4 cr) (2+4) (pg. 210-215) |
| Chg | CM A301 | Construction Project Management II (Const. Project Mgmt. II) (3 cr) (3+0) (pg. 216-222) |
| Chg | CM A440 | Financial Management for Construction (Financial Mgmt. for Constr.) (3 cr) (3+0) (pg. 223-227) |
| Chg | CM A495 | Advanced Construction Management Internship (Adv. Const. Mgmt. Internship) (3 cr) (1+15) (pg. 228-234) |
| Chg | | Construction Management, Associate of Applied Science (pg. 235) |
| Chg | | Construction Management, BS (pg. 236-245) |
| Chg | AIRS A101 | Foundations of the United States Air Force I (1 cr) (1+0) (pg. 246-248) |
| Chg | AIRS A102 | Foundations of the United States Air Force II (1 cr) (1+0) (pg. 249-251) |
| Chg | AIRS A150 | US Air Force Leadership Laboratory (1 cr) (0+4) (pg. 252-256) |
| Chg | AIRS A201 | Evolution of USAF Air and Space Power I (2 cr) (2+0) (pg. 257-260) |
| Chg | AIRS A202 | Evolution of USAF Air and Space Power II (2 cr) (2+0) (pg. 261-264) |
| Chg | AIRS A301 | US Air Force Leadership and Management I (3 cr) (3+0) (pg. 265-268) |
| Chg | AIRS A302 | US Air Force Leadership and Management II (3 cr) (3+0) (pg. 269-272) |
| Chg | AIRS A401 | National Security Affairs I (3 cr) (3+0) (pg. 273-276) |
| Chg | AIRS A402 | National Security Affairs II (3 cr) (3+0) (pg. 277-280) |
| Add | | Minor, National Defense, Strategic Studies, and Leadership: Air Force Emphasis (pg. 281-286) |

**VIII. Old Business**

A. Electronic signatures on curriculum- Lora Volden and Christine Lidren are researching options

**IX. New Business**

A. CAR Box 13a. (pg. 287-289)

B. CAR Box 16 a.- postponed

C. UAB topics (pg. 290)
D. Purge List (pg. 291)

E. GER Purge List (pg. 292)

X. Informational Items and Adjournment

A. Curriculum Log
B. Curriculum Handbook
C. Catalog Copy
D. Accreditation website
I. Roll
(x) Hilary Davies   (x) Susan Wilson   (x) Deborah Fox-Joan O’Leary
(x) Paola Banchero   (e) Hilary Seitz   (x) Wayne Edwards
(x) David Meyers   (x) Cheryl Smith- Gloria Tomich
( ) Suzanne Forster   (x) Utpal Dutta
( ) Susan Fallon   (x) Kevin Keating
( ) Dave Fitzgerald   (x) Marion Yapuncich
(x) Adjunct vacancy
( ) USUAA vacancy
Ex-Officio Members:
( ) Suzanne Forster   (x) Utpal Dutta
(e) Bart Quimby
(e) Lora Volden

II. Approval of the Agenda (pg. 1-4)
Approved

III. Approval of Meeting Summary (pg. 5-7)
Approved

IV. Administrative Report
A. Associate Vice Provost Bart Quimby
   Unable to attend

B. Interim University Registrar Shirlee Willis-Haslip and Associate Registrar Lora Volden
   Unable to attend

V. Chair’s Report
A. UAB Chair- Hilary Davies

B. GERC- Sue Fallon
   No meeting today

C. Assessment Committee Report- Bart Quimby
   Additional forums on April 4 and April 15

VI. Program/Course Action Request- Second Readings
Add ATC A250 Comprehensive Air Traffic Control Overview (2 cr) (2+0) (pg. 8-13)
Del ATC A340 Terminal Instrument Procedures (3 cr) (3+0) (pg. 14)
Add ATC A355 Integrated Radar Techniques (3 cr) (3+0) (pg. 15-18)
Chg ATC A250 Bachelor of Science in Aviation Technology (pg. 19-32)
Add Minor in Air Traffic Control (pg. 33-37)
Chg Associate Applied Science, Air Traffic Control (pg. 38-44)
Approved

No revisions received for the 2nd reading at the UAB meeting:

Chg ANTH A415 Applied Anthropology (3 cr) (3+0) (stacked with ANTH A615)
Chg ANTH A427 Ethnohistory (3 cr) (3+0) (stacked with ANTH A627)

Need updated bibliographies for ANTH A415 and A427

Chg ANTH A210 Introduction to Linguistic Anthropology (3 cr) (3+0)
Chg ANTH A211 Fundamentals of the Archaeology (3 cr) (3+0)
Chg ANTH A225 Cook Inlet Anthropology (3 cr) (3+0)
Chg ANTH A270 Women in Cross-cultural Perspective (3 cr) (3+0)
Chg ANTH A312 North American Archaeology (3 cr) (3+0)
Del ANTH A333 Peoples and cultures of Southeast Asia (3 cr) (3+0)
Chg ANTH A335 Native North Americans (3 cr) (3+0)
Chg ANTH A336 Peoples and Cultures of South America (3 cr) (3+0)
Chg ANTH A338 Peoples and Cultures of Scandinavia (3 cr) (3+0)
Chg ANTH A361 Languages and Culture (3 cr) (3+0)
Chg ANTH A365 Modern Human Biological Diversity (3 cr ) (3+0)
Chg ANTH A400 Anthropology of Religion (3 cr) (3+0)
Chg ANTH A413 Peopling of the Americas (3 cr) (3+0)
Chg ANTH A416 Arctic Archaeology (3 cr) (3+0)
Chg ANTH A431 Field Methods in Archeology (1-8 cr) (0+3-24) (stacked with ANTH A631)
Chg ANTH A432 Hunting and Gathering Societies (3 cr) (3+0)
Chg ANTH A435 Northwest Coast Cultures (3 cr) (3+0)
Chg ANTH A436 Aleut Adaptations (3 cr) (3+0)
Chg ANTH A437 Eskimo Adaptations (3 cr) (3 cr)
Chg ANTH A438 Tlingit and Haida Adaptations (3 cr) (3+0)
Chg ANTH A439 Athabascan Adaptations (3 cr) (3+0)
Chg ANTH A445 Evolution of Humans and Disease (3 cr) (3+0) (stacked with ANTH A645)
Chg ANTH A457 Food and Nutrition: An Anthropological Perspective (3 cr) (3+0) (stacked with ANTH A657)
Chg ANTH A480 Analytical Techniques in Archeology (3 cr) (3+0) (stacked with ANTH A680)
Chg ANTH A481 Museum Studies in Anthropology (3 cr) (3+0) (stacked with ANTH A681)
Chg ASL A101 Elementary American Sign Language (4 cr) (4+0) (GERC)
Chg ASL A102 Elementary American Sign Language II (4 cr) (4+0) (GERC)
Chg ASL A201 Intermediate American Sign Language I (4 cr) (4+0) (GERC)
Chg ASL A202 Intermediate American Sign Language II (4 cr) (4+0) (GERC)
Chg SOC A407 Power in the Workplace: The Sociology of Formal Organizations (3 cr) (3+0)
Chg THR A195 Theatre Practicum: Performance (1-3 cr) (0+3-9) (stacked with THR A395)
Chg THR A329 Combat for the Stage (3 cr) (2+3)
Chg THR A395 Advanced Practicum: Performance (1-3 cr) (0+3-9) (stacked with THR A195)
Chg Theatre and Dance, Bachelor of Arts

Tabled at 2nd reading:
Chg PSY A490 Advanced Topics in Psychology (1 cr) (1-3+0)
Chg PSY A492 Senior Seminar: Contemporary Issues in Psychology (3 cr) (3+0)

Tabled PSY A490 and PSY A492 until GAB can review PSY A690 and PSY 6492

VII. Program/Course Action Request- First Readings

Chg Certificate of Aviation Maintenance Technology, Airframe (pg. 45-49)
Chg Certificate of Aviation Maintenance Technology, Powerplant (pg. 50-58)

Waive first reading and approved all JUST and PARL with changes
For 13
Against 0
Approved

Chg JUST A344 Courts and Civil Liberties (3 cr) (3+0) (pg. 59-63)
Chg JUST A350 Contemporary Correctional Issues (3 cr) (3+0) (pg. 64-67)
Chg JUST A398 Individual Research (1-6 cr) (1-6+3-18) (pg. 68-71)
Del JUST A451 Research and Policymaking (4 cr) (3+3) (pg. 72)
Chg JUST A495 Internship (1-6 cr) (0+5-30) (pg. 73-76)
Chg PARL A215 Paralegal Studies (3 cr) (3+0) (pg. 77-81)
Chg PARL A356 Legal Research (3 cr) (3+0) (pg. 82-86)
Chg PARL A456 Advanced Legal Analysis and Writing (4 cr) (3+3) (pg. 87-91)
Chg PARL A470 Law of Government Regulation (3 cr) (3+0) (pg. 92-96)
Chg Paralegal Studies Certificate Program (pg. 97-103)

Waive first reading and approved all JUST and PARL with changes
For 13
Against 0
Approved

Add PEP A182 Technology in Health, Physical Education & Recreation (1 cr) (1+0) (pg. 104-107)
Add PEP A183 Wellness Principles (1 cr) (1+0) (pg. 108-111)
Add PEP A184 Fundamental Motor Skills (1 cr) (1+0) (pg. 112-115)
Chg PEP A262 Foundations of Outdoor Recreation (3 cr) (2+2) (pg. 116-122)
Add PEP A264 Recreation Program Planning and Evaluation (3 cr) (2+2) (pg. 123-128)
Add PEP A280 Leadership in Heath, Physical Education & Recreation (3 cr) (3+0) (pg. 129-133)
Chg PEP A281 Leadership in Activities for Diverse Populations (2 cr) (1+2) (pg. 134-138)
Chg PEP A282 Leadership in Inactive Activities (2 cr) (1+2) (pg. 139-143)
Chg PEP A283 Leadership Aquatic Activities (2 cr) (1+2) (pg. 144-148)
Chg PEP A284 Leadership in Fitness Activities (2 cr) (1+2) (pg. 149-153)
Chg PEP A285 Leadership in Team Activities (2 cr) (1+2) (pg. 154-158)
Chg PEP A286 Leadership in Individual and Dual Activities (2 cr) (1+2) (pg. 159-163)
Chg PEP A287 Leadership in Outdoor Recreation Activities (2 cr) (1+2) (pg. 164-168)
Chg PEP A288 Leadership in Rhythmic Activities (2 cr) (1+2) (pg. 169-174)
Chg PEP A363 Natural History Interpretation and Environmental Education (3 cr) (2+2) (pg. 175-179)
Del PEP A452 Challenges in Health and Fitness Leadership (1 cr) (1+0) (pg. 180)
Chg PEP A453 Health Promotion (3 cr) (3+0) (pg. 181-185)
Chg PEP A454 Exercise Testing and Prescription (4 cr) (3+2) (pg. 186-191)
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Undergraduate Academic Board

Page 3

Summary

Chg PEP A455 Cardiac Rehabilitation and Special Populations (4 cr) (3+2) (pg. 192-198)
Chg PEPA464 Outdoor Recreation Administration (3 cr) (3+0.5) (pg. 199-205)
Chg PEP A467C Land-Based Outdoor Leadership (2 cr) (0.5+3) (pg. 206-210)
Chg PEP A467D Water-Based Outdoor Leadership (2 cr) (0.5+3) (pg. 211-215)

For 12
Against 0

Waived first reading and approved for second reading

Chg PER A146 Beginning Rock Climbing (1 cr) (0.5+1) (pg. 216-219)
Chg PER A147 Beginning Ice Climbing (1 cr) (0.5+1) (pg. 220-223)
Add PER A150 Water Safety and Rescue (1 cr) (0.5+1) (pg. 224-227)
Chg PER A151 Beginning Canoeing (1 cr) (0+.5+1) (pg. 228-223)
Chg PER A152 Beginning River Rafting (1 cr) (0.5+1) (pg. 224-240)
Chg PER A153 Beginning Sea Kayaking (1 cr) (0.5+1) (pg. 241-247)
Chg PER A164 Skiing Alaska’s Backcountry (2 cr) (1+2) (pg. 248-252)
Add PER A165 Avalanche Hazard Recognition and Evaluation (1 cr) (0.5+1) (pg. 253-256)
Chg PER A169 Four-Season Backpacking (3 cr) (1+4.5) (pg. 257-263)
Chg PER A181 Crevasse Rescue Techniques (1 cr) (0.5+1) (pg. 264-268)
Chg PER A246 Intermediate Rock Climbing (2 cr) (1+2.5) (pg. 269-273)
Chg PER A252 Intermediate River Rafting (2 cr) (1+2) (pg. 274-279)
Chg PER A253 Intermediate Sea Kayaking (2 cr) (1+2) (pg. 280-285)

For 13
Against 0

Waived first reading and approved for second reading

Chg Bachelor of Science, Physical Education (pg. 286-287)
Chg Minor, Physical Education (pg. 288)
Chg Minor, Outdoor Leadership (pg. 289)
Chg Minor, Health & Fitness Leadership (pg. 290)
Add Occupational Endorsement Certificate, Outdoor Leadership (pg. 291-306)

Accepted for first reading

Waiting until entire packet is brought forward- need JUST A413

Chg JPC A413 Communications Law (3 cr) (3+0) (cross listed with JUST A413)
Chg JPC A446 Magazine Editing & Production II (3 cr) (2+2)
Chg Bachelor of Arts, Journalism and Public Communication

VIII. Old Business
A. Electronic signatures on curriculum- Lora Volden and Christine Lidren are researching options

IX. New Business
A. CAR Box 13a. (pg. 307-308)
B. CAR Box 16 a.- postponed
C. UAB topics (pg. 309)
D. Purge List (pg. 310)
E. GER Purge List (pg. 311)

X. Informational Items and Adjournment
A. Curriculum Log
B. Curriculum Handbook
C. Catalog Copy
D. Accreditation website
Course Action Request
University of Alaska Anchorage
Proposal to Initiate, Add, Change, or Delete a Course

1a. School or College
   AS CAS

1b. Division
   ASSC Division of Social Science

1c. Department
   Sociology

2. Course Prefix
   SOC

3. Course Number
   A407

4. Previous Course Prefix & Number
   N/A

5a. Credits/CEUs
   3

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

6. Complete Course Title
   Power In The Workplace: The Sociology of Formal Organizations
   (Formal Organizations)

   Abbreviated Title for Transcript (30 character)

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

8. Type of Action:
   ☐ Add or ✗ Change or ☐ Delete
   If a change, mark appropriate boxes:

   ☐ Prefix
   ☐ Credits
   ✗ Title
   ☐ Grading Basis
   ☐ Course Description
   ☐ Test Score Prerequisites
   ☐ Other Restrictions
   ☐ Class
   ☐ 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
    ☐ semester/year
    From: Fall/2011
    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.
    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.

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)
    Examines formal organizations as social structures created for the purposes of acquiring, distributing, manipulating, maintaining, expanding, and legitimizing power. Explores the theory, language, and methodology of organizational studies. Considers organizational interrelationships among purposes, structures, functions, members, and stakeholders. Historical frameworks and contemporary models of organizational theory and behavior are analyzed.

16a. Course Prerequisite(s) (list prefix and number)
    SOC A101, or SOC A102, or SOC A201, or SOC A202
    with a minimum grade of 'C'.

16b. Test Score(s)
    N/A

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

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

16e. Registration Restriction(s) (non-codable)
    Prior completion of 6 credit required Social Science GER.

17. ☐ Mark if course has fees

18. ☐ Mark if course is a selected topic course

19. Justification for Action
    Routine review and updating.
I. Date of Initiation: Fall, 2011

II. Course Information
Course Subject/ Number: SOC A407
Credits and Contact Hours: 3.0 Credits, 3+0 Contact Hours
Course Title: Power in the Workplace: The Sociology of Formal Organizations.
Grading Basis: A – F
Course Description: Examines formal organizations as social structures created for the purposes of acquiring, distributing, manipulating, maintaining, expanding, and legitimizing power. Explores the theory, language, and methodology of organizational studies. Considers organizational interrelationships among purposes, structures, functions, members, and stakeholders. Historical frameworks and contemporary models of organizational theory and behavior are analyzed.

Prerequisites: SOC A101, or SOC A102, or SOC A201, or SOC A202 with a minimum grade of ‘C’.
Co-requisites: None
Other Restrictions: Prior Completion of 6 credit required Social Science GER.

III. Instructional Goals and Student Outcomes
A. Instructional Goals:
1. Integration of organizational theory and research within the broader sociological discipline, with a particular emphasis upon applied settings typically employing undergraduate behavioral science students.
2. Integration of applied organizational sociology within the broader context of social institutions.

B. Student Outcomes:

<table>
<thead>
<tr>
<th>Outcomes</th>
<th>Assessment Methods</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Demonstrate critical analysis skills applying organizational theory.</td>
<td>1. Papers, writing assignments, graded group discussions, tests and exams, community-based service learning projects.</td>
</tr>
<tr>
<td>2. Demonstrate critical analysis skills applying organizational methodology.</td>
<td>2. Papers, writing assignments, graded group discussions, tests and exams, community-based service learning projects.</td>
</tr>
<tr>
<td>3. Demonstrate integrated knowledge of organizations within the broader context of social institutions.</td>
<td>3. Papers, writing assignments, job related portfolio development including resumes, community-based service learning projects.</td>
</tr>
</tbody>
</table>
IV. Guidelines for Evaluation
Letter Grades (A-F) will be calculated base upon performance in writing assignments, graded class discussions, student portfolios, community service-learning activities, research projects, and other activities as outlined in the course syllabus.

V. Course Level Justification
This course requires prior completion of the 6 credit Social Science GER, and SOC A101, or SOC A102, or SOC A201, or SOC A202. Extensive prior knowledge of behavioral sciences through coursework, or prior organizational experience is required, thereby justifying its designation as a 400 level course.

VI. Topical Course Outline
   A. History and Background
   a. defining formal organizations
   b. classical sociological theorists’ contributions
   c. why study organizations?
   B. Basic Terms and Concepts
   a. social structure and social control
   b. social construction of reality
   c. group, organization, bureaucracy
   d. power, leadership, authority
   e. ideology and capitalism
   C. Weber and Bureaucracy
   a. Perrow’s analysis
   b. Ritzer’s analysis
   c. Hechter’s analysis
   D. Taylor and Scientific Management
   a. management ideology
   b. historical applications
   c. contemporary applications
   E. The Western Electric Studies and the Human Relations School
   a. Hawthorne and the effect
   b. Mayo and the logic of human relations
   c. ideology and influence on contemporary organizations
   d. applications and empirical support
   F. The Organizational Environment
   a. political contexts
   b. market contexts
   c. organizational culture
   d. change in organizations
   e. Management and Organizational Leadership
      i. defining successful leadership
      ii. management style
      iii. fire the ceo: symbolic or instrumental change
G. Performance Evaluation of Individuals
H. Performance Evaluation of Organizations
I. Conclusion: The Future of Rational Formal Organizations

VII. Suggested Texts


VIII. Bibliography


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

1a. School or College  AS CAS
1b. Division  AHUM Division of Humanities
1c. Department  Languages

2. Course Prefix  ASL
3. Course Number  A101
4. Previous Course Prefix & Number  N/A
5a. Credits/CEUs  4
5b. Contact Hours  (Lecture + Lab) (4+)

6. Complete Course Title
Elementary American Sign Language I
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  ☐ Other CCG (please specify)

9. Repeat Status No  # of Repeats  N/A  Max Credits  N/A

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

11. Implementation Date  semester/year
From:  Fall/2011  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.
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>1. B.A. Languages, Option II: Dual Languages</td>
<td>p.111</td>
<td>November 9, 2010</td>
<td>Judith Moore, Chair of Department of Languages</td>
</tr>
<tr>
<td>2. Elementary American Sign Language II</td>
<td>p.323</td>
<td>November 9, 2010</td>
<td>Dave Robertson, Coordinator, ASL</td>
</tr>
<tr>
<td>3. Gen Ed Classification List: Tier 2</td>
<td>p.81</td>
<td>November 9, 2010</td>
<td>Sue Fallon, Chair, GERC</td>
</tr>
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</table>

Initiator Name (typed): Patricia Fagan  Initiator Signed Initials:  Date: 

13b. Coordination Email  Date: November 9, 2010
submitted to Faculty Listserv:  (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison  Date: November 9, 2010

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)
Introductory course for students with no previous knowledge of ASL. Develops receptive and expressive signing skills in ASL for effective communication at the elementary level. Students gain understanding of basic cross-cultural perspectives. Course conducted in American Sign Language.

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

16d. Other Restriction(s)
☐ College  ☐ Major  ☐ Class  ☐ Level
16e. Registration Restriction(s) (non-codable)  N/A

17. ☑ Mark if course has fees
18. ☐ Mark if course is a selected topic course

19. Justification for Action
An increase of 3 to 4 credit hours in order to create curricular and academic uniformity among all languages courses required for the B.A. in Languages, Option II (Dual Languages).

Initiator (faculty only)  Date
Patricia Fagan
Initiator (TYPE NAME)

Approved  Disapproved
Dean/Director of School/College  Date

Approved  Disapproved
Department Chairperson  Date

Approved  Disapproved
Board Chairperson  Date

Approved  Disapproved
Provost or Designee  Date
<table>
<thead>
<tr>
<th>Impacted Program or Course</th>
<th>Type of Impact (course or program)</th>
<th>Catalog Page</th>
</tr>
</thead>
</table>
| Associate of Applied Science, Human Services | Course Impacts
examples: prerequisite, corequisite, recommended | 151 |
|                                   | Program Impacts
examples: requirement, selective, program credit total | e-mail/2/27/11 |
|                                   | Chair/Coordinator Contacted (not listerve) | Genie Babb, Ph.D. |
UNIVERSITY OF ALASKA ANCHORAGE
DEPARTMENT OF LANGUAGES
COURSE CONTENT GUIDE
ASL A101
Elementary American Sign Language I

I. Initiation Date: Fall 2011

II. Course Information:
   A. College College of Arts & Sciences
   B. Course Title: Elementary American Sign Language I
   C. Course Subject/Number: ASL A101
   D. Credit Hours: 4.0
   E. Contact Time: 4 + 0 hours per week
   F. Grading Information: A-F
   G. Course Description: Introductory course for students with no previous knowledge of ASL. Develops receptive and expressive signing skills in ASL for effective communication at the elementary level. Students gain understanding of basic cross-cultural perspectives. Course conducted in American Sign Language.

   H. Status of course relative to degree or certificate programs:
      ASL A101 and ASL A102 are prerequisites for ASL A201, which is required for the B.A. degree in Languages with a secondary emphasis in American Sign Language.

   I. Course Attributes: Applies toward GER Tier II Humanities and toward CAS Bachelor of Arts Languages/Humanities two-semester sequence.

   J. Lab Fees: Yes
   K. Coordination: UAA Faculty List Serve
   L. Course Prerequisite: None
   M. Registration Restriction: None

III. Instructional Goals and Student Defined Outcomes

   Instructional Goals: The instructor will:
   1) Develop student receptive and expressive proficiency in ASL.
   2) Develop student awareness of diverse cultural practices.
### Defined Student Outcomes

<table>
<thead>
<tr>
<th>Defined Student Outcomes</th>
<th>Assessment Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Demonstrate elementary proficiency in sign reception in ASL: Comprehend words, phrases, and sentences pertaining to the most common features of daily life.</td>
<td>Tests</td>
</tr>
<tr>
<td>Demonstrate elementary proficiency in sign production in ASL: Communicate using memorized words, phrases, and expressions in order to function in basic and immediate contexts.</td>
<td>Interviews, presentations, and dialogues</td>
</tr>
<tr>
<td>Demonstrate cultural knowledge of topics addressed.</td>
<td>Tests</td>
</tr>
</tbody>
</table>

### IV. Course Activities:
This course reflects a balance of learner-centered, small-group collaboration as well as instructor-delivered lesson format.

### V. Methods of Assessment:
A student’s grade will be based upon individual performance in class-session preparedness and participation in ASL; sign reception and sign production assignments; presentations or evaluations; written quizzes and exams.

### VI. Course-level Justification:
This class is appropriate at the 100-level because it (a) has no prerequisites, and (b) requires no previous knowledge of ASL.

### VII. Course Outline:
A. Sign reception in ASL at the elementary level:
   Comprehension of words, phrases, and sentences pertaining to the most common features of daily life.
B. Sign production in ASL at the elementary level:
   Communication using memorized words, phrases, and expressions in order to function in basic and immediate contexts.
C. Cultural knowledge of Deaf Communities:
   Basic understanding and appreciation of cross-cultural perspectives as they relate to Deaf Communities.

### VIII. Recommended Texts:


IX. Bibliography and Resources:


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

1a. School or College
AS CAS

1b. Division
AHUM Division of Humanities

1c. Department
Languages

2. Course Prefix
ASL

3. Course Number
A102

4. Previous Course Prefix & Number
N/A

5a. Credits/CEUs
4

5b. Contact Hours
(Lecture + Lab)
4

6. Complete Course Title
Elementary American Sign Language II
Elementary ASL II

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
☐ Contact Hours
☐ Repeat Status
☐ Grading Basis
☐ Cross-Listed/Stacked
☐ Co-requisites
☐ Registration Restrictions

9. Repeat Status No
☐ of Repeats
N/A
Max Credits
N/A

10. Grading Basis
☒ A-F
☐ P/NP
☐ NG

11. Implementation Date
semester/year
From:
Fall/2011
To:
9999/9999

12. ☐ Cross Listed with
☐ Stacked with

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.

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Initiator Name (typed): Patricia Fagan
Initiator Signed Initials: __________ Date: __________

13b. Coordination Email
Date: November 9, 2010
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison
Date: November 9, 2010

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)
Continuation of introductory course. Further develops elementary receptive and expressive signing skills in ASL for effective communication. Enhances appreciation of cross-cultural perspectives. Course conducted in American Sign Language.

16a. Course Prerequisite(s) (list prefix and number)
ASL A101

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)
N/A

17. ☒ Mark if course has fees

18. ☐ Mark if course is a selected topic course

19. Justification for Action
An increase of 3 to 4 credit hours in order to create curricular and academic uniformity among all languages courses required for the B.A. in Languages, Option II (Dual Languages).

Initiator (faculty only) Patricia Fagan
Initiator (TYPE NAME) __________ Date: __________

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

☐ Approved
☐ Disapproved
Department Chairperson
Date: __________

☐ Approved
☐ Disapproved
Undergraduate/Graduate Academic Board Chairperson
Date: __________

☐ Approved
☐ Disapproved
Curriculum Committee Chairperson
Date: __________

☐ Approved
☐ Disapproved
Provost or Designee
Date: __________
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<thead>
<tr>
<th>Impacted Program or Course</th>
<th>Type of Impact (course or program)</th>
<th>Catalog Page</th>
<th>Type/Date of Notification</th>
<th>Chair/Coordinator Contacted</th>
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<tr>
<td>Associate of Applied Science, Human Services</td>
<td>Additional Credit (3 to 4 credits)</td>
<td></td>
<td>e-mail/2/27/11</td>
<td>Genie Babb, Ph.D.</td>
</tr>
</tbody>
</table>
I. Initiation Date: Fall 2011

II. Course Information:
   A. College: College of Arts & Sciences
   B. Course Title: Elementary American Sign Language II
   C. Course Subject/Number: ASL A102
   D. Credit Hours: 4.0
   E. Contact Time: 4 + 0 hours per week
   F. Grading Information: A-F
   G. Course Description: Continuation of introductory course. Further develops elementary receptive and expressive signing skills in ASL for effective communication. Enhances appreciation of cross-cultural perspectives. Course conducted in American Sign Language.

H. Status of course relative to degree or certificate programs:
   ASL A101 and ASL A102 are prerequisites for ASL A201, which is required for the B.A. degree in Languages with a secondary emphasis in American Sign Language.

I. Course Attributes: Applies toward GER Tier II Humanities and toward CAS Bachelor of Arts Languages/Humanities two-semester sequence.

J. Lab Fees: Yes
K. Coordination: UAA Faculty List Serve
L. Course Prerequisite: ASL A101
M. Registration Restriction: None

III. Instructional Goals and Defined Outcomes

**Instructional Goals:** The instructor will:
   1) Continue to develop student receptive and expressive signing skills in ASL.
   2) Broaden student awareness of diverse cultural practices.
**Defined Student Outcomes**

<table>
<thead>
<tr>
<th>Defined Student Outcomes</th>
<th>Assessment Procedures</th>
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<tbody>
<tr>
<td>Students will be able to:</td>
<td></td>
</tr>
<tr>
<td>Demonstrate elementary proficiency in sign reception in ASL: Comprehend words, phrases, and complete sentences built upon the vocabulary, grammar, and communicative functions acquired in ASL A101.</td>
<td>Tests</td>
</tr>
<tr>
<td>Demonstrate elementary proficiency in sign production in ASL: Communicate using memorized words, phrases, and expressions built upon the vocabulary, grammar, and communicative functions acquired in ASL A101.</td>
<td>Interviews, presentations, and dialogues</td>
</tr>
<tr>
<td>Demonstrate cultural knowledge of new topics addressed.</td>
<td>Tests</td>
</tr>
</tbody>
</table>

IV. Course Activities:
This course reflects a balance of learner-centered, small-group collaboration as well as instructor-delivered lesson format.

V. Methods of Assessment:
A student’s grade will be based upon individual performance in class-session preparedness and participation in ASL; receptive and expressive assignments; presentations or evaluations; written quizzes and exams.

VI. Course-level Justification:
This class is appropriate at the 100-level because it requires one semester of previous study in ASL.

VII. Course Outline:
A. Sign reception in ASL at the elementary level:
   Comprehension of words, phrases, and complete sentences building upon the vocabulary, grammar, and communicative functions of ASL A101.
B. Sign production in ASL at the elementary level:
   Communication building upon the vocabulary, grammar, and communicative functions of ASL A101.
C. Cultural knowledge of Deaf Communities:
   Enhanced appreciation of cross-cultural perspectives building upon topics addressed in ASL A101.

VIII. Recommended Texts:
IX. Bibliography and Resources:
## 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>
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</thead>
<tbody>
<tr>
<td>AS CAS</td>
<td>AHUM Division of Humanities</td>
<td>Languages</td>
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<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>
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<tbody>
<tr>
<td>ASL</td>
<td>A201</td>
<td>N/A</td>
<td>4</td>
<td>(4+)</td>
</tr>
</tbody>
</table>

### Complete Course Title

Intermediate American Sign Language I

Abbreviated Title for Transcript (30 character)

### Type of Course

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

### Type of Action:

- Add
- Change
- Delete

### Repeat Status No and # of Repeats

<table>
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<tr>
<th>10. Repeat Status No</th>
<th># of Repeats</th>
<th>Max Credits</th>
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<tbody>
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<td>N/A</td>
<td></td>
<td>N/A</td>
</tr>
</tbody>
</table>

### Grading Basis

- A-F
- P/NP
- NG

### Implementation Date

<table>
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<tr>
<th>From:</th>
<th>To:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall/2011</td>
<td>9999/9999</td>
</tr>
</tbody>
</table>

### Cross Listed with

- Stacked with

### Other Restrictions

- College
- Major
- Class
- Level

### Registration Restriction(s)

- Non-codable

### Mark if course has fees

- Approved
- Disapproved

### Mark if course is a selected topic course

- Approved
- Disapproved

### Justification for Action

An increase of 3 to 4 credit hours in order to create curricular and academic uniformity among all languages courses required for the B.A. in Languages, Option II (Dual Languages).

---

### Initiation Details

<table>
<thead>
<tr>
<th>Initiator Name (type): Patricia Fagan</th>
<th>Initiator Signed Initials:</th>
<th>Date:</th>
</tr>
</thead>
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### Coordination Email

- Date: November 9, 2010

### Coordination with Library Liaison

- Date: November 9, 2010

### General Education Requirement

Mark appropriate box:

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

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

Intermediate course for students with basic knowledge of ASL. Enhances receptive and expressive signing skills for effective communication at the intermediate level. Students critically examine diverse cultural perspectives. Course conducted in American Sign Language.

### Course Action Request

Initiator (faculty only)

### Dean/Director of School/College

- Approved
- Disapproved

### Department Chairperson

- Approved
- Disapproved

### Undergraduate/Graduate Academic Board Chairperson

- Approved
- Disapproved

### Provost or Designee

- Approved
- Disapproved
<table>
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<th>Impacted Program or Course</th>
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<th>Type/Date of Notification</th>
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<td>Course Impacts</td>
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<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>examples: prerequisite, corequisite, recommended</td>
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<td></td>
<td></td>
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<tr>
<td></td>
<td>Program Impacts</td>
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<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>examples: requirement, selective, program credit total</td>
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<td></td>
<td></td>
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<td></td>
<td>e-mail/2/27/11</td>
<td>Genie Babb, Ph.D.</td>
</tr>
<tr>
<td></td>
<td>Major Requirement: Disabilities Emphasis (program credit total)</td>
<td></td>
<td></td>
<td></td>
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</table>

23
I. Initiation Date: Fall 2011

II. Course Information:
   A. College: College of Arts & Sciences
   B. Course Title: Intermediate American Sign Language I
   C. Course Subject/Number: ASL A201
   D. Credit Hours: 4.0
   E. Contact Time: 4 + 0 hours per week
   F. Grading Information: A-F
   G. Course Description: Intermediate course for students with basic knowledge of ASL. Enhances receptive and expressive signing skills for effective communication at the intermediate level. Students critically examine diverse cultural perspectives. Course conducted in American Sign Language.
   H. Status of course relative to degree or certificate programs:
      Required for B.A. degree in Languages with a secondary emphasis in American Sign Language.
   I. Course Attributes: Applies toward GER Tier II Humanities and toward CAS Bachelor of Arts Languages/Humanities two-semester sequence.
   J. Lab Fees: Yes
   K. Coordination: UAA Faculty List Serve
   L. Course Prerequisite: ASL A102
   M. Registration Restriction: None

III. Instructional Goals and Defined Outcomes

   **Instructional Goals:** The instructor will:
   1) Enhance student receptive and expressive proficiency in ASL.
   2) Identify the variety of ways in which cultural objects and belief systems of Deaf Communities acquire value and significance.
### Defined Student Outcomes

Students will be able to:

<table>
<thead>
<tr>
<th>Defined Student Outcomes</th>
<th>Assessment Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Demonstrate intermediate proficiency in sign reception in ASL: Comprehend simple, yet</td>
<td>Tests</td>
</tr>
<tr>
<td>connected discourse relating to generally predictable topics, personal environment, and</td>
<td></td>
</tr>
<tr>
<td>social demands.</td>
<td></td>
</tr>
<tr>
<td>Demonstrate intermediate proficiency in sign production in ASL: Communicate to satisfy</td>
<td>Interviews,</td>
</tr>
<tr>
<td>simple personal needs and social demands as well as narrate or describe basic information</td>
<td>presentations, and</td>
</tr>
<tr>
<td>in major time frames. Expand upon the vocabulary, grammar, and communicative functions</td>
<td>dialogues</td>
</tr>
<tr>
<td>acquired in ASL A102.</td>
<td></td>
</tr>
<tr>
<td>Demonstrate cultural knowledge of new topics addressed. Adopt critical perspectives for</td>
<td>Tests</td>
</tr>
<tr>
<td>understanding diversity.</td>
<td></td>
</tr>
</tbody>
</table>

### IV. Course Activities:

This course reflects a balance of learner-centered, small-group collaboration as well as instructor-delivered lesson format.

### V. Methods of Assessment:

A student’s grade will be based upon individual performance in class-session preparedness and participation in ASL; receptive and expressive assignments; presentations or evaluations; written quizzes and exams.

### VI. Course-level Justification:

This class is appropriate at the 200-level because it requires two semesters of previous study in ASL.

### VII. Course Outline:

A. Sign reception in ASL at the intermediate level:
   Comprehension of simple, yet connected discourse relating to generally predictable topics, personal environment, and social demands. Expansion upon the vocabulary, grammar, and communicative functions of ASL A102.

B. Sign production in ASL at the intermediate level:
   Communication to satisfy simple personal needs and social demands as well as narrate or describe basic information in major time frames. Expansion upon the vocabulary, grammar, communicative functions of ASL A102.

C. Cultural knowledge of Deaf Communities:
   Critical examination of diverse cultural perspectives.

### VIII. Recommended Texts:


IX. Bibliography and Resources:
1a. School or College  
AS CAS

1b. Division  
AHUM Division of Humanities

1c. Department  
Languages

2. Course Prefix  
ASL

3. Course Number  
A202

4. Previous Course Prefix & Number  
N/A

5a. Credits/CEUs  
4

5b. Contact Hours  
(Lecture + Lab)  
(4+

6. Complete Course Title  
Intermediate American Sign Language II  
Intermediate ASL II

Abbreviated Title for Transcript (30 character)  
Intermediate ASL II

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  
☐ Other CCG (please specify)

9. Repeat Status No  
# of Repeats  
N/A  
Max Credits  
N/A

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

11. Implementation Date  
semester/year  
From: Fall/2011  
To: 9999/9999

12. ☐ Cross Listed  
☐ Stacked  
☐ Cross-Listed Coordination Signature

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

13b. Coordination Email  
Date: November 9, 2010  
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison  
Date: November 9, 2010

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)  
Continuation of first semester in intermediate ASL. Further develops receptive and expressive signing proficiency for effective communication and in preparation for advanced study of ASL. Students interpret diverse cultural perspectives. Course conducted in American Sign Language.

16a. Course Prerequisite(s) (list prefix and number)  
ASL A201

16b. Test Score(s)  
N/A

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

16d. Other Restriction(s)  
☐ College  
☐ Major  
☐ Class  
☐ Level  
☐ Registration Restriction(s) (non-codable)  
N/A

17. ☒ Mark if course has fees

18. ☐ Mark if course is a selected topic course

19. Justification for Action  
An increase of 3 to 4 credit hours in order to create curricular and academic uniformity among all languages courses required for the B.A. in Languages, Option II (Dual Languages).

Initiator Name (typed): Patricia Fagan  
Initiator Signed Initials: _________  Date:________________

1. B.A. Languages, Option II: Dual Languages  
impacted  
Catalog Page(s) Impacted: p.111  
Date of Coordination: November 9, 2010  
Chair/Coordinator Contacted: Judith Moore, Chair of Department of Languages

2. Gen Ed Classification List: Tier 2  
impacted  
Catalog Page(s) Impacted: p.81  
Date of Coordination: November 9, 2010  
Chair/Coordinator Contacted: Sue Fallon, Chair, GERC

3.  

Mark if course has fees  
☐ Approved  
☐ Disapproved  
☐ Dean/Director of School/College  
Date

First Name  
Patricia Fagan  
Initiator (TYPE NAME)

Mark if course is a selected topic course  
☐ Approved  
☐ Disapproved  
☐ Undergraduate/Graduate Academic Board Chairperson  
Date

Mark if course has fees  
☐ Approved  
☐ Disapproved  
☐ Provost or Designee  
Date

Mark if course is a selected topic course  
☐ Approved  
☐ Disapproved  
☐ Department Chairperson  
Date

Mark if course has fees  
☐ Approved  
☐ Disapproved  
☐ Curriculum Committee Chairperson  
Date

Mark if course is a selected topic course  
☐ Approved  
☐ Disapproved  
☐ Provost or Designee  
Date
I. Initiation Date: Fall 2011

II. Course Information:
   A. College: College of Arts & Sciences
   B. Course Title: Intermediate American Sign Language II
   C. Course Subject/Number: ASL A202
   D. Credit Hours: 4.0
   E. Contact Time: 4 + 0 hours per week
   F. Grading Information: A-F
   G. Course Description: Continuation of first semester in intermediate ASL. Further develops receptive and expressive signing proficiency for effective communication and in preparation for advanced study of ASL. Students interpret diverse cultural perspectives. Course conducted in American Sign Language.

   H. Status of course relative to degree or certificate programs:
      Required for B.A. degree in Languages with a secondary emphasis in American Sign Language.

   I. Course Attributes: Applies toward GER Tier II Humanities and toward CAS Bachelor of Arts Languages/Humanities two-semester sequence.

   J. Lab Fees: Yes
   K. Coordination: UAA Faculty List Serve
   L. Course Prerequisite: ASL A201
   M. Registration Restriction: None

III. Instructional Goals and Defined Outcomes

   **Instructional Goals:** The instructor will:
   1) Continue to advance student receptive and expressive signing skills in ASL.
   2) Critically analyze the variety of ways in which cultural objects and belief systems of Deaf Communities acquire value and significance.
   3) Provide tools with which students can interpret the values, customs, and institutions that differ from their own.
Defined Student Outcomes

<table>
<thead>
<tr>
<th>Assessment Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students will be able to:</td>
</tr>
<tr>
<td>Demonstrate intermediate proficiency in sign reception in ASL: Comprehend simple, yet sustained discourse built upon the vocabulary, grammar, and communicative functions acquired in ASL A201.</td>
</tr>
<tr>
<td>Demonstrate intermediate proficiency in sign production in ASL: Communicate to satisfy personal needs and work/school demands or to convey information which is built upon the vocabulary, grammar, and communicative functions acquired in ASL A201.</td>
</tr>
<tr>
<td>Demonstrate cultural knowledge of new topics addressed. Integrate this knowledge with previously acquired analytical skills for interpreting diverse perspectives and practices.</td>
</tr>
</tbody>
</table>

IV. Course Activities:
This course reflects a balance of learner-centered, small-group collaboration as well as instructor-delivered lesson format.

V. Methods of Assessment:
A student’s grade will be based upon individual performance in class-session preparedness and participation in ASL; receptive and expressive assignments; presentations or evaluations; written quizzes and exams.

VI. Course-level Justification:
This class is appropriate at the 200-level because it requires three semesters of previous study in ASL.

VII. Course Outline:
A. Receptive skills in ASL at the intermediate level:
Comprehension of simple, yet sustained discourse building upon the vocabulary, grammar, and communicative functions of ASL A201.
B. Expressive skills in ASL at the intermediate level:
Communication building upon the vocabulary, grammar, and communicative functions of ASL A201.
C. Cultural knowledge of Deaf Communities:
Interpretation of diverse cultural perspectives.

VIII. Recommended Texts:
IX. Bibliography and Resources:


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>AS CAS</td>
<td>AMSC Division of Math Science</td>
<td>Biological Sciences</td>
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<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>BIOL</td>
<td>A425</td>
<td>A425</td>
<td>3</td>
<td>(3+0)</td>
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<table>
<thead>
<tr>
<th>6. Complete Course Title</th>
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<tbody>
<tr>
<td>Mammalogy</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Abbreviated Title for Transcript (30 character)</th>
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<table>
<thead>
<tr>
<th>7. Type of Course</th>
</tr>
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<tbody>
<tr>
<td>☒ Academic</td>
</tr>
<tr>
<td>☐ Preparatory/Development</td>
</tr>
<tr>
<td>☐ Non-credit</td>
</tr>
<tr>
<td>☐ CEU</td>
</tr>
<tr>
<td>☐ Professional Development</td>
</tr>
</tbody>
</table>

| 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 CCG (please specify)

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<thead>
<tr>
<th>9. Repeat Status No</th>
<th># of Repeats</th>
<th>Max Credits</th>
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<table>
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<tr>
<th>10. Grading Basis</th>
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<tbody>
<tr>
<td>☒ A-F</td>
</tr>
<tr>
<td>☐ P/NP</td>
</tr>
<tr>
<td>☐ NG</td>
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<table>
<thead>
<tr>
<th>11. Implementation Date</th>
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</thead>
<tbody>
<tr>
<td>semester/year</td>
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From: Fall/2011 To: 9999/9999

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<tr>
<th>12. ☐ Cross Listed with</th>
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<tbody>
<tr>
<td>☐ Stacked with</td>
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Cross-Listed Coordination Signature

<table>
<thead>
<tr>
<th>13a. Impacted Courses or Programs:</th>
</tr>
</thead>
<tbody>
<tr>
<td>List any programs or college requirements that require this course.</td>
</tr>
<tr>
<td>Please type into fields provided in table. If more than three entries, submit a separate table. A template is available at <a href="http://www.uaa.alaska.edu/governance">www.uaa.alaska.edu/governance</a>.</td>
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</table>

<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>
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<tbody>
<tr>
<td>BIOL A425</td>
<td>95, 333</td>
<td>1/27/11</td>
<td>Doug Causey, Don Spalinger</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): Donald E. Spalinger
Initiator Signed Initials: _________ Date: __________

13b. Coordination Email
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison
Date: __________

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)
Survey of the class Mammalia, emphasizing systematics, morphology, physiology, ecology, evolution, behavior, and conservation.

<table>
<thead>
<tr>
<th>16a. Course Prerequisite(s) (list prefix and number)</th>
<th>16b. Test Score(s)</th>
<th>16c. Co-requisite(s) (concurrent enrollment required)</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL A252</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>16d. Other Restriction(s)</th>
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<tr>
<td>☐ College</td>
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<td>☐ Major</td>
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<tr>
<td>☐ Class</td>
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<tr>
<td>☒ Level</td>
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<table>
<thead>
<tr>
<th>16e. Registration Restriction(s) (non-codable)</th>
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<tbody>
<tr>
<td>None</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>17. ☐ Mark if course has fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>18. ☐ Mark if course is a selected topic course</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>19. Justification for Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Laboratory (A425L) will no longer be offered due to student safety and IACUC issues</td>
</tr>
</tbody>
</table>

Initiator (faculty only) Date
Donald E. Spalinger
Initiator (TYPE NAME)

<table>
<thead>
<tr>
<th>☐ Approved</th>
<th>☐ Disapproved</th>
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</table>

Dean/Director of School/College Date

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<th>☐ Disapproved</th>
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Undergraduate/Graduate Academic Board Chairperson Date

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<th>☐ Disapproved</th>
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</table>

Provost or Designee Date

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<th>☐ Disapproved</th>
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</table>

Department Chairperson Date

<table>
<thead>
<tr>
<th>☐ Approved</th>
<th>☐ Disapproved</th>
</tr>
</thead>
</table>

Curriculum Committee Chairperson Date
I. Implementation Date:
Spring 2011

II. Course Information
A. College: College of Arts and Sciences
B. Course Subject/Number: BIOL A425
C. Course Title: Mammalogy
D. Course Description: Survey of the class Mammalia, emphasizing systematics, morphology, physiology, ecology, evolution, behavior, and conservation.
E. Credit Hours: 3
F. Contact Hours: 3
G. Grading Basis: A-F
H. Status of Course Relative to Degree Program: This course satisfies elective credit requirements for biology majors seeking B.A. and B.S. degrees in Biology; B.S. in Natural Science; minor in Biology; and B.Ed. (Secondary Education-Biology) in Education.
I. Course Fees (Yes/No): No
J. Lab Fees (Yes/No): No
K. Coordination:
L. Prerequisites/Corequisite: Prerequisite: BIOL A252
M. Registration Restrictions:

III. Course Activities:
This is a lecture course

IV. Evaluation:
Course grade is A-F.
Evaluation procedures are at the discretion of the faculty member teaching the course. The course is usually based on two midterm exams and a final exam covering the material taught in the course. A comprehensive final is normally given. In addition, the evaluation may include graded exercises to be completed outside of the class, covering methods and analyses commonly used in phylogenetics, ecology, and physiology, as well as in-class practical quizzes (i.e., skull characteristics, features of the families of mammals, etc). The grade will be based on how well the student masters the subject matter.

V. Course Level Justification:
Student must be familiar with the fundamentals of biology, physiology, ecology, and evolution of vertebrates at the time of enrollment in this course. The student should also have some familiarity with data analysis and elementary statistics before taking this class.

VI. Course Outline
Introduction to Mammalogy – Overview of the Class Mammalia, review of the taxonomic status of mammals, and a discussion of the evolutionary, ecological, and social importance of mammals to humans.

Characteristics of Mammals – an outline of the morphological and physiological
characteristics of mammals.

Principles of Systematics and Evolution – a brief introduction/review of evolutionary theory and phylogenetics and other forms of systematic classification of organisms.

Early Evolution: Amniote Evolution – beginning the discourse on the evolution of mammals.

The Synapsids – the early diversification of amniotes gave rise to a characteristic line of reptiles that eventually give rise to mammals. Discussion of the fossil record of these animals, including their diversity, their morphology, and the specific adaptations that lead to the mammalian condition.

The Therapsids – The continuing discussion of the diversification and adaptation of the synapsids.

The Mammal-like Reptiles – Cynodonts – a discussion of the characteristics of the advanced Therapsids, and the transition to the mammalian condition.

Mammalian Radiations – Cynodonts to Mammals – investigation of the cynodont-early mammal (mammaliaform) transition, including the cladistic problems with classification at this stage of their evolution.

Mammalian Physiological Ecology – Evolution of Mammals from a Physiological Perspective.

Mammalian Radiations – The Mesozoic Mammals – Diversity and Adaptation through the Mesozoic Era

Mammalian Radiations – The Metatherians – Beginning the survey of modern mammals

Mammalian Radiations – The Eutherians

Mammalian Nutritional Ecology and Physiology

Population Ecology of Mammals

Conservation and Management of Mammals

VII. Instructional Goals and Student Outcomes:

A. The instructor will:
   1. Organize and present the concepts, ideas, and theories of the evolution, ecology, and physiology of mammals to the students.
   2. Provide detailed lecture notes, study guidelines, and readings to aid the student in understanding and learning the materials.
   3. Lead discussions, presentations, and demonstrations on the fundamentals of phylogenetics, evolution, physiology, and ecology of mammals.

B. Student Outcomes:

<table>
<thead>
<tr>
<th>Students will be able to:</th>
<th>Assessment Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Explain the fundamental tools and concepts of mammals</td>
<td>Mid-term and final exams on</td>
</tr>
<tr>
<td>phylogenetics and evolution</td>
<td>fundamental concepts of evolution and phylogenetics</td>
</tr>
<tr>
<td>------------------------------------------------------------------------------------------</td>
<td>----------------------------------------------------</td>
</tr>
<tr>
<td>2. Develop simple phylogenetic trees of mammals based on the knowledge base of outcome 1.</td>
<td>take-home exercises that students will be required to complete</td>
</tr>
<tr>
<td>3. Explain and discuss the evolutionary history of mammals from early amniotes to present day families of mammals</td>
<td>exams and in-class practicals</td>
</tr>
<tr>
<td>4. Compare and contrast the anatomy, physiology, and ecology of the major orders and families of mammals, and compare and contrast the anatomy and physiology of mammals with other classes of vertebrates</td>
<td>exams and in-class practicals</td>
</tr>
</tbody>
</table>

### VIII. Suggested Text(s):


### IX. Bibliography:

Books and General References:


Primary Literature (in part)


Program/PREFIX Action Request
University of Alaska Anchorage
Proposal to Initiate, Add, Change, or Delete a Program of Study or Prefix

1a. School or College
AS CAS

1b. Division
AMSC Division of Math Science

1c. Department
Biological Sciences

2. Complete Program Title/PREFIX
Bachelor of Science, Biological Science

3. Type of Program
Choose one from the appropriate drop down menu:
Undergraduate: or Graduate:
Bachelor of Science

4. Type of Action:

<table>
<thead>
<tr>
<th>PROGRAM</th>
<th>PREFIX</th>
</tr>
</thead>
<tbody>
<tr>
<td>Add</td>
<td>Add</td>
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<tr>
<td>Change</td>
<td>Change</td>
</tr>
<tr>
<td>Delete</td>
<td>Inactivate</td>
</tr>
</tbody>
</table>

5. Implementation Date (semester/year)
From: spring/2012 To: 9999/9999

6a. Coordination with Affected Units
Department, School, or College: Biological Sciences, CAS
Initiator Name (typed): Donald E. Spalinger
Initiator Signed Initials: _________

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

6c. Coordination with Library Liaison
Date: ___

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

8. Justification for Action
Change in Course Description and credit hours for Biol. A425 (Mammalogy)

<table>
<thead>
<tr>
<th>Initator (faculty only)</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Donald E. Spalinger</td>
<td></td>
</tr>
</tbody>
</table>

Initiator (TYPE NAME)

☑ Approved ☐ Disapproved

Dean/Director of School/College
Date

☑ Approved ☐ Disapproved

Undergraduate/Graduate Academic
Date

☑ Approved ☐ Disapproved

Board Chairperson

☑ Approved ☐ Disapproved

Provost or Designee
Date
Bachelor of Science, Biological Sciences

The Bachelor of Science degree includes a single core program of coursework with two areas of study. Completing courses from the cellular and molecular biology area prepares students for professional careers in areas such as medicine, dentistry and veterinary science. Completing courses from the organismal, ecology, and evolutionary area prepares students for careers in environmental, organismal, and evolutionary biology. A wide selection of electives is available to all students, including courses offered under BIOL A394 and BIOL A490, which are selected topics courses. It is imperative that students consult their academic advisors within the Department of Biological Sciences to determine which electives are most appropriate to their career interests. Some of these elective courses are offered periodically, depending on demand. Refer to course descriptions to identify these courses.

Admission Requirements

Complete the Admission to Baccalaureate Programs Requirements in Chapter 7, Academic Standards and Regulations.

Academic Progress

In order to graduate with a BS in Biological Sciences, all courses covered under Major Requirements for a BS in Biological Sciences must be completed with a grade of C or better. Students who audit a course in biology or who are unable to earn a grade of C or better in the course may repeat the course. All prerequisites for biology courses must be completed with a grade of C or better. Students repeating a course in the Department of Biological Sciences are required to complete all components of the course during the semester in which the course is retaken. For a course with a lecture and laboratory component, students may not carry forward an individual lecture or laboratory grade from a previous semester in which the course was taken.

Graduation Requirements

Students must complete the following graduation requirements:

A. General University Requirements

Complete the General University Requirements for All Baccalaureate Degrees located at the beginning of this chapter.

B. General Education Requirements

Complete the General Education Requirements for Baccalaureate Degrees listed at the beginning of this chapter.

C. College of Arts and Sciences Requirements

Complete the College of Arts and Sciences Requirements listed at the beginning of the CAS section.

D. Major Requirements

1. Some major requirements may also be used to satisfy the College of Arts and Sciences BS requirements.

2. Complete these required support courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM A105</td>
<td>General Chemistry I</td>
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<tr>
<td>CHEM A105L</td>
<td>General Chemistry I Laboratory</td>
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<tr>
<td>CHEM A106</td>
<td>General Chemistry II</td>
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<tr>
<td>CHEM A106L</td>
<td>General Chemistry II Laboratory</td>
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<td>CHEM A321</td>
<td>Organic Chemistry I</td>
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<td>CHEM A322</td>
<td>Organic Chemistry II</td>
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<td>Organic Chemistry Laboratory</td>
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<td>MATH A201</td>
<td>Calculus II</td>
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<td>PHYS A123</td>
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<tr>
<td>PHYS A123L</td>
<td>Basic Physics I Laboratory (1)</td>
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<td>PHYS A211</td>
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<td>PHYS A211L</td>
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<td>PHYS A212</td>
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<td>PHYS A212L</td>
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<tr>
<td>STAT A253</td>
<td>Applied Statistics for the</td>
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</tbody>
</table>
Sciences (4)                      3-4
or
STAT A307                      Probability (3)
STAT A308                      Intermediate Statistics *                     3

*It is recommended that STAT A308 be taken. Students may substitute
STAT A308 with 3 upper division Biological Sciences credits.

3. Complete Biological Sciences core courses:
   BIOL A115/L                    Fundamentals of Biology I with Laboratoory        4
   BIOL A116/L                    Fundamentals of Biology II with Laboratory         4
   BIOL A242/L                    Fundamentals of Cell Biology with Laboratory         4
   BIOL A252/L                    Principles of Genetics with Laboratory           4
   BIOL A271/L                    Principles of Ecology with Laboratory           4
   BIOL A308                      Principles of Evolution                           3
   BIOL A310/L                    Principles of Physiology with Laboratory (4)       3-4
   or
   BIOL A316                      Introduction to Plant Physiology (3)
   or
   BIOL A415                      Comparative Animal Physiology (3)
   BIOL A340                      General Microbiology                             5
   BIOL A492                      Undergraduate Seminar                               1

4. Complete 11-12 credits of upper division program electives
   from the following list:                      11-12

   Note: Preprofessional students may substitute CHEM A441-A442
   Principles of Biochemistry and CHEM A443 Biochemistry Laboratory
   for 8 upper division biology credits.

   a. Recommended electives in cellular and molecular biology:

      Cellular-Molecular
      BIOL A451                      Applied Microbiology (3)
      BIOL A452                      Human Genome* (3)
      BIOL A461                      Molecular Biology (3)
      BIOL A461L                     Molecular Biology Laboratory (1)
      BIOL A462                      Virology (3)
      BIOL/ CHEM A471                Immunochemistry (4)
      BIOL A488                      Developmental Biology (4)

      Zoology
      BIOL A327                      Parasitology (4)
      BIOL A415                      Comparative Animal Physiology (3)
      BIOL A487                      Comparative Anatomy of Vertebrates (4)

      Techniques
      BIOL A403                      Microtechnique (4)
      BIOL A495                      Instructional Practicum: Laboratory (1)

   b. Recommended elective courses in organismal, ecology and evolutionary biology:

      Botany
      BIOL A316                      Introduction to Plant Physiology (3)
      BIOL A331                      Systematic Botany (4)
      BIOL A333                      Biology of Non-Vascular Plants (4)
      BIOL A334                      Biology of Vascular Plants (4)
      BIOL A479                      Physiological Plant Ecology (3)

      Zoology
      BIOL A327                      Parasitology (4)
      BIOL A415                      Comparative Animal Physiology (3)
      BIOL A423                      Ichthyology (4)
      BIOL A425                      Mammalogy (3)
BIOL A426 Ornithology (4)
BIOL A427 Invertebrate Zoology (4)
BIOL A487 Comparative Anatomy of Vertebrates (4)

**Ecology-Systems**
BIOL A309 Biogeography (3)
BIOL A373 Conservation Biology (3)
BIOL A378 Marine Biology (3)
BIOL A430 Marine Mammal Biology (4)
BIOL A441 Animal Behavior (4)
BIOL A445 Plant-Herbivore Ecology (4)
BIOL A450 Microbial Ecology (3)
BIOL A477 Tundra and Taiga Ecosystems (3)
BIOL A478 Biological Oceanography (4)
BIOL A479 Physiological Plant Ecology (3)
BIOL A489 Population Genetics and Evolutionary Processes* (3)

**Techniques**
BIOL A403 Microtechnique (4)
BIOL A495 Instructional Practicum: Laboratory (1)

**c. Special topics, independent study and individual research (credits vary):**
BIOL A456 Nonlinear Dynamics and Chaos (3)
BIOL A490 Selected Lecture Topics in Biology (1-3)
BIOL A490L Selected Laboratory Topics in Biology (1-3)
BIOL A497 Independent Study in Biology
BIOL A498 Individual Research
BIOL A499 Senior Thesis (3)

*Integrative capstone courses

4. A total of 122-125 credits is required for the degree, of which 42 credits must be upper division.
Bachelor of Science, Biological Sciences

The Bachelor of Science degree includes a single core program of coursework with two areas of study. Completing courses from the cellular and molecular biology area prepares students for professional careers in areas such as medicine, dentistry and veterinary science. Completing courses from the organismal, ecology, and evolutionary area prepares students for careers in environmental, organismal, and evolutionary biology. A wide selection of electives is available to all students, including courses offered under BIOL A394 and BIOL A490, which are selected topics courses. It is imperative that students consult their academic advisors within the Department of Biological Sciences to determine which electives are most appropriate to their career interests. Some of these elective courses are offered periodically, depending on demand. Refer to course descriptions to identify these courses.

Admission Requirements

Complete the Admission to Baccalaureate Programs Requirements in Chapter 7, Academic Standards and Regulations.

Academic Progress

In order to graduate with a BS in Biological Sciences, all courses covered under Major Requirements for a BS in Biological Sciences must be completed with a grade of C or better. Students who audit a course in biology or who are unable to earn a grade of C or better in the course may repeat the course. All prerequisites for biology courses must be completed with a grade of C or better. Students repeating a course in the Department of Biological Sciences are required to complete all components of the course during the semester in which the course is retaken. For a course with a lecture and laboratory component, students may not carry forward an individual lecture or laboratory grade from a previous semester in which the course was taken.

Graduation Requirements

Students must complete the following graduation requirements:

A. General University Requirements
   Complete the General University Requirements for All Baccalaureate Degrees located at the beginning of this chapter.

B. General Education Requirements
   Complete the General Education Requirements for Baccalaureate Degrees listed at the beginning of this chapter.

C. College of Arts and Sciences Requirements
   Complete the College of Arts and Sciences Requirements listed at the beginning of the CAS section.

D. Major Requirements
   1. Some major requirements may also be used to satisfy the College of Arts and Sciences BS requirements.
   2. Complete these required support courses:
      
      CHEM A105  General Chemistry I   3
      CHEM A105L  General Chemistry I Laboratory   1
      CHEM A106  General Chemistry II   3
      CHEM A106L  General Chemistry II Laboratory   1
      CHEM A321  Organic Chemistry I   3
      CHEM A322  Organic Chemistry II   3
      CHEM A323L  Organic Chemistry Laboratory   2
      MATH A200  Calculus I   4
      MATH A201  Calculus II   4
      PHYS A123  Basic Physics I (3)   8
      PHYS A123L  Basic Physics I Laboratory (1)
      PHYS A124  Basic Physics II (3)
      PHYS A124L  Basic Physics II Laboratory (1)
      or
      PHYS A211  General Physics I (3)
      PHYS A211L  General Physics I Laboratory (1)
      and
      PHYS A212  General Physics II (3)
      PHYS A212L  General Physics II Laboratory (1)
      STAT A253  Applied Statistics for the
Sciences (4)  or  3-4

or

STAT A307  Probability (3)  
STAT A308  Intermediate Statistics *  3

*It is recommended that STAT A308 be taken. Students may substitute STAT A308 with 3 upper division Biological Sciences credits.

3. Complete Biological Sciences core courses:
   BIOL A115/L  Fundamentals of Biology I with Laboratory  4
   BIOL A116/L  Fundamentals of Biology II with Laboratory  4
   BIOL A242/L  Fundamentals of Cell Biology with Laboratory  4
   BIOL A252/L  Principles of Genetics with Laboratory  4
   BIOL A271/L  Principles of Ecology with Laboratory  4
   BIOL A308  Principles of Evolution  3
   BIOL A310/L  Principles of Physiology with Laboratory (4)  3-4
   or
   BIOL A316  Introduction to Plan Physiology (3)
   or
   BIOL A415  Comparative Animal Physiology (3)
   BIOL A340  General Microbiology  5
   BIOL A492  Undergraduate Seminar  1

4. Complete 11-12 credits of upper division program electives from the following list:  11-12

   Note: Preprofessional students may substitute CHEM A441-A442 Principles of Biochemistry and CHEM A443 Biochemistry Laboratory for 8 upper division biology credits.

   a. Recommended electives in cellular and molecular biology:

      Cellular-Molecular  
      BIOL A451  Applied Microbiology (3)
      BIOL A452  Human Genome* (3)
      BIOL A461  Molecular Biology (3)
      BIOL A461L  Molecular Biology Laboratory (1)
      BIOL A462  Virology (3)
      BIOL/ CHEM A471  Immunochemistry (4)
      BIOL A488  Developmental Biology (4)

      Zoology  
      BIOL A327  Parasitology (4)
      BIOL A415  Comparative Animal Physiology (3)
      BIOL A487  Comparative Anatomy of Vertebrates (4)

      Techniques  
      BIOL A403  Microtechnique (4)
      BIOL A495  Instructional Practicum: Laboratory (1)

   b. Recommended elective courses in organismal, ecology and evolutionary biology:

      Botany  
      BIOL A316  Introduction to Plant Physiology (3)
      BIOL A331  Systematic Botany (4)
      BIOL A333  Biology of Non-Vascular Plants (4)
      BIOL A334  Biology of Vascular Plants (4)
      BIOL A479  Physiological Plant Ecology (3)

      Zoology  
      BIOL A327  Parasitology (4)
      BIOL A415  Comparative Animal Physiology (3)
      BIOL A423  Ichthyology (4)
      BIOL A425  Mammalogy (43)
BIOL A426 Ornithology (4)
BIOL A427 Invertebrate Zoology (4)
BIOL A487 Comparative Anatomy of Vertebrates (4)

**Ecology-Systems**
BIOL A309 Biogeography (3)
BIOL A373 Conservation Biology (3)
BIOL A378 Marine Biology (3)
BIOL A430 Marine Mammal Biology (4)
BIOL A441 Animal Behavior (4)
BIOL A445 Plant-Herbivore Ecology (4)
BIOL A450 Microbial Ecology (3)
BIOL A477 Tundra and Taiga Ecosystems (3)
BIOL A478 Biological Oceanography (4)
BIOL A479 Physiological Plant Ecology (3)
BIOL A489 Population Genetics and Evolutionary Processes* (3)

**Techniques**
BIOL A403 Microtechnique (4)
BIOL A495 Instructional Practicum: Laboratory (1)

c. **Special topics, independent study and individual research (credits vary):**
BIOL A456 Nonlinear Dynamics and Chaos (3)
BIOL A490 Selected Lecture Topics in Biology (1-3)
BIOL A490L Selected Laboratory Topics in Biology (1-3)
BIOL A497 Independent Study in Biology
BIOL A498 Individual Research
BIOL A499 Senior Thesis (3)

*Integrative capstone courses

4. A total of 122-125 credits is required for the degree, of which 42 credits must be upper division.
### 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>KP KPC</td>
<td>AAPT Division of Applied Technology</td>
<td>OSH</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>
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</thead>
<tbody>
<tr>
<td>OSH</td>
<td>A111</td>
<td>OSH A210</td>
<td>3</td>
<td>(3+0)</td>
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#### Complete Course Title
Training Needs and Methods

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

<table>
<thead>
<tr>
<th>6. Type of Course</th>
<th>□ Academic</th>
<th>□ Preparatory/Development</th>
<th>□ Non-credit</th>
<th>□ CEU</th>
<th>□ Professional Development</th>
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<table>
<thead>
<tr>
<th>7. Type of Action:</th>
<th>□ Add</th>
<th>□ Change</th>
<th>□ Delete</th>
</tr>
</thead>
</table>

##### If a change, mark appropriate boxes:
- Prefix
- Credits
- Title
- Grading Basis
- Course Description
- Test Score Prerequisites
- Other Restrictions
- Other Revise course content to first year level (please specify)

<table>
<thead>
<tr>
<th>9. Repeat Status No</th>
<th># of Repeats</th>
<th>Max Credits</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>10. Grading Basis</th>
<th>□ A-F</th>
<th>□ P/NP</th>
<th>□ NG</th>
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<table>
<thead>
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<th>11. Implementation Date</th>
<th>semester/year</th>
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<td>From: Fall 2011</td>
<td>To: 9999</td>
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<table>
<thead>
<tr>
<th>12. □ Cross Listed with</th>
<th>Stacked with</th>
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<table>
<thead>
<tr>
<th>13a. Impacted Courses or Programs: List any programs or college requirements that require this course.</th>
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<table>
<thead>
<tr>
<th>Impacted Program/Course</th>
<th>Catalog Page(s) Impacted</th>
<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
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<tbody>
<tr>
<td>OSH AAS</td>
<td>p. 206</td>
<td>01/28/11</td>
<td>Allen Houtz, KPC</td>
</tr>
<tr>
<td>Technology</td>
<td>p. 216</td>
<td>01/21/11</td>
<td>Lorraine Stewart, KOC</td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
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Initiator Name (typed): Don Weber
Initiator Signed Initials: ___________
Initiator (faculty only) Date: ___________

<table>
<thead>
<tr>
<th>13b. Coordination Email</th>
<th>Date: 01/28/11</th>
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<tbody>
<tr>
<td>submitted to Faculty Listserv: <a href="mailto:uaa-faculty@lists.uaa.alaska.edu">uaa-faculty@lists.uaa.alaska.edu</a></td>
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<tr>
<th>13c. Coordination with Library Liaison</th>
<th>Date: 01/28/11</th>
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<th>14. General Education Requirement</th>
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<td>□ Oral Communication</td>
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<tr>
<td></td>
<td>□ Written Communication</td>
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<td>□ Quantitative Skills</td>
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<td>□ Social Sciences</td>
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<td>□ Natural Sciences</td>
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<td>□ Fine Arts</td>
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<td></td>
<td>□ Humanities</td>
</tr>
<tr>
<td></td>
<td>□ Integrative Capstone</td>
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<table>
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<tr>
<th>15. Course Description (suggested length 20 to 50 words)</th>
</tr>
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<tbody>
<tr>
<td>Evaluates safety and health training needs in the workplace. Emphasizes safety and health training needs and regulatory compliance.</td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th>16a. Course Prerequisite(s) (list prefix and number)</th>
<th>16b. Test Score(s)</th>
<th>16c. Co-requisite(s) (concurrent enrollment required)</th>
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<td>none</td>
<td>none</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>16d. Other Restriction(s)</th>
<th>16e. Registration Restriction(s) (non-codable)</th>
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<td>□ College</td>
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<tr>
<td>□ Major</td>
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<tr>
<td>□ Class</td>
<td></td>
</tr>
<tr>
<td>□ Level</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>17. □ Mark if course has fees</th>
<th>18. □ Mark if course is a selected topic course</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>19. Justification for Action</th>
<th>Revise and update course as a foundational course.</th>
</tr>
</thead>
</table>

Initiator (faculty only) Date: ___________
Don Weber
Initiator (TYPE NAME) Date: ___________

<table>
<thead>
<tr>
<th>Approved</th>
<th>Disapproved</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dean/Director of School/College</td>
<td>Date</td>
</tr>
<tr>
<td>Undergraduate/Graduate Academic Board Chairperson</td>
<td>Date</td>
</tr>
<tr>
<td>Provost or Designee</td>
<td>Date</td>
</tr>
</tbody>
</table>

44
I. Initiation Date: January 10, 2011

II. Course Information
   a. College: KPC
   b. Course Title: Training Needs and Methods
   c. Course Subject/Number: OSH A111
   d. Credit Hours: 3
   e. Contact Time: 3 + 0
   f. Grading Information: A – F
   g. Course Description: Evaluates safety and health training needs in the workplace. Emphasizes safety and health training needs and regulatory compliance.
   h. Status of course relative to degree or certificate program
      OSH A.A.S. requirement
      Technology A.A.S., OSH emphasis requirement
   i. Lab Fee: None
   j. Coordination: Fac List-Serv & KOC
   k. Course Prerequisite: None
   l. Registration restrictions: None

III. Course Level Justification
    Foundational course in the field.

IV. Instructional Goals

   The instructor will:
   a. Introduce safety training needs in the workplace.
   b. Compare different training methods.
   c. Explain differences in learning styles and cultures.
   d. Explain use of classroom equipment and techniques in safety training.

V. Student Learning Outcomes

<table>
<thead>
<tr>
<th>Students will be able to:</th>
<th>One or more of the following assessment methods will be used:</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Demonstrate safety training methods for workplace audiences.</td>
<td>Tests, written assignments, presentations</td>
</tr>
<tr>
<td>b. Demonstrate appropriate training methods for different cultures.</td>
<td>Tests, written assignments, presentations</td>
</tr>
<tr>
<td>c. Identify safety training needs.</td>
<td>Tests, written assignments</td>
</tr>
<tr>
<td>d. Identify difficult learning styles.</td>
<td>Tests, written assignments</td>
</tr>
<tr>
<td>e. Develop safety training lesson plans.</td>
<td>Tests, written assignments</td>
</tr>
</tbody>
</table>
VI. Course Content Outline

a. Class Introductions and Safety Issues
   1. Classroom design, resource inventories and equipment
   2. Campus
   3. Personal
   4. General rules
   5. Course procedures
   6. Class conduct and courtesies

b. Sources of Training Materials
   1. Federal OSHA
   2. State OSHA
   3. National Safety Council
   4. Industry Guidelines
   5. Compressed Gas Association (CGA)
   7. National Fire Protection Association (NFPA)

c. OSHA Mandated Safety Training Programs
   1. Personal protective equipment (PPE)
   2. Respiratory protection
   3. Hazardous materials
   4. Mechanized vehicle

d. Assessing Training Effectiveness and Needs
   1. Worker feedback
   2. Accident rates
   3. Incident evaluations
   4. Near miss
   5. Site visits
   6. Random testing of workers

e. Adult Learning and Instruction
   1. Collaboration, collegial approach
   2. Learning styles
   3. Classroom participation
   4. Application to work situation
   5. Workplace assessments
   6. Analysis of target population
   7. Lesson planning
   8. Behaviorally measurable objectives
   9. Americans with Disabilities Act
   10. Multicultural diversity

f. Instructional Aids
   1. Overhead projection techniques
   2. Videos
   3. Chalkboards and flip charts
   4. Computer graphics
   5. Slide projectors
   6. Internet
   7. Self-paced modules
   8. Multimedia
g. Classroom Presentation Techniques
   1. Setting
   2. Lecture/discussion
   3. Classroom participation
   4. Classroom management techniques
   5. Using humor
   6. Small group discussion
   7. Questioning
   8. Summarizing
   9. Demonstrating

h. Evaluation Design
   1. Outcomes for knowledge
   2. Outcomes for attitude
   3. Outcomes for performance
   4. Strategies
   5. Tools and supplies
   6. Test construction
   7. Observation techniques
   8. Behavior modification
   9. Recordkeeping for participants

VII. Suggested Text
Draves, W. A. (2011) How to Teach Adults, 3rd Ed. Learning Resources Network: River Falls, WI.

VIII. Bibliography
American Industrial Hygiene Association and the American Society of Safety Engineers. (2005).
Hygiene Association: Fairfax, VA.
Raton, FL.
Publishing Group, Inc: Lanham, MD.
Upper Saddle River, NJ.
Upper Saddle River, NJ.
Taylor and Francis Group, LLC: Boca Raton, FL.
Safety Council: Itasca, IL.
and Littlefield Publishing Group: Lanham, MD.
Course Action Request
University of Alaska Anchorage
Proposal to Initiate, Add, Change, or Delete a Course

1a. School or College
KP KPC

1b. Division
AAPT Division of Applied Technology

1c. Department
OSH

2. Course Prefix
OSH

3. Course Number
A180

4. Previous Course Prefix & Number
none

5a. Credits/CEUs
4

5b. Contact Hours
(lecture + lab) (4+0)

6. Complete Course Title
Introduction to Industrial Hygiene
Intro to Industrial Hygiene
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
☐ Repeat Status
☐ Title
☐ Cross-Listed/Stacked
☐ Grading Basis
☐ Course Prerequisites
☐ Test Score Prerequisites
☑ Other Restrictions
☐ Class
☐ Level
☐ College
☐ Major
☒ Other Update bibliography (please specify)

9. Repeat Status No
☐ # of Repeats
☐ Max Credits

10. Grading Basis
☒ A-F
☐ P/NP
☐ NG

11. Implementation Date
From: Fall/2011 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>1. OSH AAS</td>
<td>p.206</td>
<td>01/28/11</td>
<td>D. Weber &amp; A. Houtz</td>
</tr>
<tr>
<td>2. Technology AAS OSH emphasis (KOC)</td>
<td>p.216</td>
<td>01/28/11</td>
<td>Loraine Stewart &amp; Director Bolson</td>
</tr>
<tr>
<td>3. Industrial Safety Program Support</td>
<td>p. 215</td>
<td>01/28/11</td>
<td>Loraine Stewart &amp; Director Bolson</td>
</tr>
</tbody>
</table>

Initiator Name (typed): Don Weber
Initiator Signed Initials: _________

13b. Coordination Email
Date: 01/28/11
submitted to Faculty Listserv: (faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison
Date: 01/28/11

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

15. Course Description (suggested length 20 to 50 words)
Identifies acute and chronic health effects of exposures to chemicals, physical and biological agents in the workplace. Emphasizes types of exposures and their biological effects, guidelines and basic workplace monitoring.

16a. Course Prerequisite(s) (list prefix and number)
OSH A101 and [MATH A105 or any MATH course for which Math A105 is in the prerequisite chain (or taken concurrently)]

16b. Test Score(s)
none

16c. Co-requisite(s) (concurrent enrollment required)
none

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

16e. Registration Restriction(s) (non-codable)
none

17. ☐ Mark if course has fees

18. ☐ Mark if course is a selected topic course

19. Justification for Action
Update course bibliography, contact hours and course prerequisites

Initiator (faculty only)
Don Weber
Initiator (TYPE NAME)

☐ Approved
☐ Disapproved

Dean/Director of School/College
Date

Undergraduate/Graduate Academic
Date

Provost or Designee
Date

Department Chairperson
Date

Board Chairperson

Approved

Disapproved

Approved

Disapproved
I. Initiation Date: January 10, 2011

II. Course Information
   a. College: KPC
   b. Course Title: Introduction to Industrial Hygiene
   c. Course Subject/Number: OSH A180
   d. Credit Hours: 4
   e. Contact Time: 4+0
   f. Grading Information: A – F
   g. Course Description: Identifies acute and chronic health effects of exposures to chemical, physical, and biological agents in the workplace. Emphasizes types of exposures and biological effects, exposure guidelines, and basic workplace monitoring.
   h. Status of course relative to degree or certificate programs:
      - OSH A.A.S. requirement
      - Technology A.A.S. OSH emphasis requirement (Kodiak)
      - Industrial Safety Program Support UC (Kodiak)
   i. Lab Fee: None
   j. Coordination: Fac List-Serv, Lorraine Stewart (KOC) and KOC Director
   k. Course Prerequisite: MATH A105 or any MATH course for which MATH A105 is in the prerequisite chain (or taken concurrently) OSH A101
   l. Registration Restrictions: None

III. Course Level Justification
    Foundational course in the field.

IV. Instructional Goals
    The instructor will:
    a. Discuss the role of industrial hygienists in the workplace.
    b. Compare and contrast common physical, chemical and biological hazards.
    c. Discuss regulatory standards that apply to chemical, physical and biological hazards.
    d. Demonstrate engineering controls and personal protective equipment.
    e. Discuss OSHA standards relative to each type of U.S. business.
V. Student Learning Outcomes

<table>
<thead>
<tr>
<th>Students will be able to:</th>
<th>One or more of the following assessment methods will be used:</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Identify the role of industrial hygienists in the occupational safety and health fields.</td>
<td>Tests, written assignments</td>
</tr>
<tr>
<td>b. Explain the health effects of exposure to common chemical and physical hazards.</td>
<td>Tests, written assignments</td>
</tr>
<tr>
<td>c. Explain the regulatory standards and recommended governmental guidelines for control of occupational health hazards.</td>
<td>Tests, written assignments</td>
</tr>
<tr>
<td>d. Demonstrate familiarity with engineering controls and personal protective equipment.</td>
<td>Tests, written assignments, presentations</td>
</tr>
<tr>
<td>e. Identify the OSHA standards necessary for building a quality safety and health program relative to each type of U.S. business.</td>
<td>Tests, written assignments</td>
</tr>
<tr>
<td>f. Explain how to monitor for leading and lagging indicators for accidents, for unsafe acts and for unsafe conditions in the workplace.</td>
<td>Tests, written assignments</td>
</tr>
</tbody>
</table>

VI. Course Content Outline

A. Class Introductions and Safety Issues
   1. Classroom design, resource inventories and equipment
   2. Campus
   3. Personal
   4. General rules
   5. Course procedures
   6. Class conduct and courtesies

B. Terminology of Industrial Hygiene
   1. Role of the industrial hygienist
   2. Alaska statutes on industrial hygiene

C. Review of Anatomy, Physiology, and Pathology
   1. The lungs
   2. The skin and occupational dermatoses
   3. The ears
   4. The eyes

D. Recognition of Hazards
   1. Industrial toxicology
2. Regulatory standards (OSHA and Alaska OSHA)
3. Recommended guidelines of the American Conference of Government and Industrial Hygienists (ACGIH), CDC and NIOSH.
4. Gases, vapors, and solvents
5. Particulates
6. Industrial noise
7. Thermal stress
8. Biological hazards

E. Evaluation of Hazards
   1. Evaluation
   2. Integrated air sampling
   3. Detector tubes and other direct reading instruments

F. Control of Hazards
   1. Methods of control, including personal protective equipment
   2. Dilution ventilation
   3. Local exhaust ventilation
   4. Respiratory protection

VII. Suggested Text

VIII. Bibliography:
**Course Action Request**

**University of Alaska Anchorage**

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

---

1a. **School or College**
- KP KPC

1b. **Division**
- AAPT Division of Applied Technology

1c. **Department**
- OSH

2. **Course Prefix**
- OSH

3. **Course Number**
- A211

4. **Previous Course Prefix & Number**
- OSH A110

5a. **Credits/CEUs**
- 4

5b. **Contact Hours**
- (Lecture + Lab) (3+2)

6. **Complete Course Title**
- Safety Program Assessment, Development and Implementation

7. **Type of Course**
- Academic

8. **Type of Action:**
- Add or Change

9. **Repeat Status No**

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

11. **Implementation Date**
- semester/year
- From: Fall/2011
- To: /9999

12. **Cross Listed with**

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>
<thead>
<tr>
<th>Impacted Program/Course</th>
<th>Catalog Page(s)</th>
<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. OSH AAS</td>
<td>p.206</td>
<td>01/28/11</td>
<td>Allen Houz, Don Weber</td>
</tr>
<tr>
<td>2. Industrial Safety Program Support, UC (Technology KOC)</td>
<td>p.215</td>
<td>01/28/11</td>
<td>Lorraine Stewart &amp; Director KOC</td>
</tr>
<tr>
<td>3. Technology AAS, OSH Emphasis (KOC)</td>
<td>p.216</td>
<td>01/28/11</td>
<td>Lorraine Stewart &amp; Director KOC</td>
</tr>
</tbody>
</table>

**Initiator Name (typed): Don Weber**

**Initiator Signed Initials:**

**Date:**

13b. **Coordination Email**
- Date: 01/28/11
- submitted to Faculty Listserv: [uaa-faculty@lists.uaa.alaska.edu](mailto:uaa-faculty@lists.uaa.alaska.edu)

13c. **Coordination with Library Liaison**
- Date: 01/28/11

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

15. **Course Description** *(suggested length 20 to 50 words)*
- Examines the role of a safety program in the workplace. Emphasizes program assessment, design, development, implementation, and evaluations of safety programs.

16a. **Course Prerequisite(s) (list prefix and number)**
- OSH A101 & OSH A120

16b. **Test Score(s)**
- none

16c. **Co-requisite(s) (concurrent enrollment required)**
- none

16d. **Other Restriction(s)**

16e. **Registration Restriction(s) (non-codable)**
- none

17. **Mark if course has fees**

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

19. **Justification for Action**
- Builds upon introductory courses and updates course content.

---

**Initiator (faculty only) Date**

**Don Weber**

**Initiator (TYPE NAME)**

**Approved**

**Disapproved**

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

**Undergraduate/Graduate Academic**

**Approved**

**Disapproved**

**Board Chairperson Date**

**Approved**

**Disapproved**

**Provost or Designee Date**

---

52
University of Alaska Anchorage  
Kenai Peninsula College  
Course Content Guide

I. Initiation Date: January 10, 2011

II. Course Information
   a. College: KPC
   b. Course Title: Safety Program Assessment, Development, and Implementation
   c. Course Subject/Number: OSH A211
   d. Credit Hours: 4.0 Credits
   e. Contact Time: 3 + 2
   f. Grading Information: A – F
   g. Course Description: Examines the role of a safety program in the workplace. Emphasizes program assessment, design, development, implementation, and evaluations of safety programs.
   h. Status of course relative to degree or certification program:
      - OSH A.A.S. requirement
      - Industrial Safety Program Support UC (Kodiak)
      - Technology A.A.S., OSH emphasis (Kodiak)
   i. Lab Fee: None
   j. Coordination: Fac List-Serv, Technology (KOC)
   k. Course Prerequisite: OSH A101 & OSH A120
   l. Registration Restrictions: None

III. Course Level Justification
    Builds upon earlier course work.

IV. Instructional Goals
    The instructor will:
    a. Introduce current industry needs and OSHA compliance driven requirements.
    b. Explore multiple and practical applications of previously learned professional skills and techniques for safety management systems.
    c. Explain program assessment, design, implementation and program evaluation.

V. Student Learning Outcomes

<table>
<thead>
<tr>
<th>Students will be able to:</th>
<th>One or more of the following assessment methods will be used:</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Identify safety program assessment, design, development, implementation and evaluation techniques.</td>
<td>Tests, written assignments</td>
</tr>
<tr>
<td>b. Create safety program assessment, design, development, implementation and evaluation techniques.</td>
<td>Tests, written assignments</td>
</tr>
<tr>
<td>c. Demonstrate safety program assessment, design, development, implementation and evaluation techniques.</td>
<td>Tests, written assignments, project assignments, presentations</td>
</tr>
</tbody>
</table>
VI. Course Content Outline

a. Class Introductions and Safety Issues
   1. Classroom design, resource inventories and equipment
   2. Campus
   3. Personal
   4. General rules
   5. Course procedures
   6. Class conduct and courtesies

b. Program Assessment
   1. Comparison of program to the workplace
   2. Comparison of program to OSHA standards
   3. Comparison of program to industrial standards
   4. Documentation of findings
   5. Program effectiveness

c. Assessment
   1. Using prewritten safety and health audit/inspection programs
   2. Outside consultation
   3. In-house safety program/plan production
   4. Job safety analyses

d. Development
   1. Determining what to write to maintain compliance
   2. Determining what needs a rewrite or an amendment
   3. Collection of data and materials
   4. Budgeting for safety
   5. Development of safety training programs
   6. Worker and supervisor input

e. Implementation
   1. Implementation framework
   2. Training performance and parameters
   3. Implementation of schedules
   4. Documentation

f. Evaluation
   1. Assessing effectiveness
   2. Handling complaints
   3. Confusion of policies
   4. Worker knowledge
   5. Accidents and Incidents
   6. Near misses/close calls

g. The Safety Committee
   1. Requirements
   2. Principles
   3. Effective safety committees
   4. Union and non-union representation
VII. Suggested Text

VIII. Bibliography

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>KP KPC</td>
<td>AAPT Division</td>
<td>OSH</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>
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<tbody>
<tr>
<td>OSH</td>
<td>A240</td>
<td>None</td>
<td>3</td>
<td>(2+2)</td>
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6. Complete Course Title  
Workplace Monitoring: Instrumentation and Calibration  
Workplace Monitoring  
Abbreviated Title for Transcript (30 character)

<table>
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<tr>
<th>7. Type of Course</th>
<th>8. Type of Action:</th>
<th>9. Repeat Status No</th>
<th># of Repeats</th>
<th>Max Credits</th>
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<tbody>
<tr>
<td>Academic</td>
<td>Add or Change</td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

If a change, mark appropriate boxes:  
- Prefix  
- Credits  
- Title  
- Grading Basis  
- Course Description  
- Contact Hours  
- Cross-Listed/Stacked  
- Course Prerequisites  
- Repeat Status  
- Co-requisites  
- Registration Restrictions  
- Other Restrictions  

10. Grading Basis

11. Implementation Date

From: Fall/2011  
To: 9999

12. Cross Listed 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.uaa.alaska.edu/governance.

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)

Examines the equipment used in performing measurements of environmental factors in the workplace, including noise, lighting, vibration, chemicals, and heat stress. Emphasizes equipment types, applications and calibration. Evaluates environmental factors found in Alaskan workplaces.

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

OSH A180 and MATH A105 or any MATH course for which MATH A105 is in the prerequisite chain

16b. Test Score(s)

none

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

none

16d. Other Restriction(s)

- College  
- Major  
- Class  
- Level

17. Mark if course has fees

18. Mark if course is a selected topic course

19. Justification for Action

Update bibliography and course prerequisites.

Initiator Name (typed): Don Weber  
Initiator Signed Initials:  
Date:  

13b. Coordination Email  
Date: 01/28/11  
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison  
Date: 01/28/11

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)

Examines the equipment used in performing measurements of environmental factors in the workplace, including noise, lighting, vibration, chemicals, and heat stress. Emphasizes equipment types, applications and calibration. Evaluates environmental factors found in Alaskan workplaces.

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

OSH A180 and MATH A105 or any MATH course for which MATH A105 is in the prerequisite chain

16b. Test Score(s)

none

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

none

16d. Other Restriction(s)

- College  
- Major  
- Class  
- Level

17. Mark if course has fees

18. Mark if course is a selected topic course

19. Justification for Action

Update bibliography and course prerequisites.

Initiator (faculty only)  
Don Weber  
Initiator (TYPE NAME)  

Approved

Disapproved

Dean/Director of School/College  
Date

Approved

Disapproved

Undergraduate/Graduate Academic  
Date

Approved

Disapproved

Provost or Designee  
Date
I. Initiation Date: January 10, 2011

II. Course Information
   a. College: KPC
   b. Course Title: Workplace Monitoring: Instrumentation & Calibration
   c. Course Subject/Number: OSH A240
   d. Credit Hours: 3
   e. Contact Time: 2 + 2
   f. Grading Information: A – F
   g. Course Description: Examines the equipment used in performing measurements of environmental factors in the workplace, including noise, lighting, vibration, chemicals and heat stress. Emphasizes equipment types, applications and calibration. Evaluates environmental factors found in Alaskan workplaces.
   h. Course status relative to degree and certificate programs: OSH A.A.S. requirements
   i. Lab Fee: None
   j. Coordination: Fac List-Serv
   k. Course Prerequisites: OSH A180 and MATH A105 or any MATH course for which MATH A105 is in the prerequisite chain
   l. Registration Restrictions: None

III. Course Level Justification
    Builds upon earlier course work in the discipline.

IV. Instructional Goals
    The instructor will:
    a. Explain the history of instrumentation in the industrial hygiene and safety professions and the need for measurement reproducibility: validating, monitoring methodology, and using direct reading instruments, laboratory analyses, and biological monitoring.
    b. Demonstrate the various ways to monitor for temperature, noise, heat stress, vibration, lighting, and how to provide for computer analysis, monitoring and report preparation.
    c. Explain the need for ongoing analysis and the presentation of data explanation for variations in results and measures of central tendency in the data findings.
    d. Explain the need for recordkeeping.
V. Student Learning Outcomes

<table>
<thead>
<tr>
<th>Students will be able to:</th>
<th>One or more of the following assessment methods will be used:</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Explain the need and methods for measurement reproducibility.</td>
<td>Tests, written assignments</td>
</tr>
<tr>
<td>b. Explain and demonstrate the operation, maintenance, troubleshooting and calibration of monitoring instruments.</td>
<td>Tests, written assignments, presentations</td>
</tr>
<tr>
<td>c. Describe the various ways to monitor temperature, noise, heat stress, vibration and lighting.</td>
<td>Tests, written assignments</td>
</tr>
<tr>
<td>d. Explain the analysis and the presentation of variations in results and measures using statistics.</td>
<td>Tests, written assignments, class group exercises</td>
</tr>
<tr>
<td>e. Define and explain administrative practices, training and standard maintenance issues required to maintain and upgrade equipment certifications, calibrations, operator/inspector training and equipment certifications.</td>
<td>Tests, written assignments</td>
</tr>
</tbody>
</table>

VI. Course Content Outline

A. Class Introductions and Safety Issues
   1. Classroom design, resource inventories and equipment
   2. Campus
   3. Personal
   4. General rules
   5. Course procedures
   6. Class conduct and courtesies

B. Workplace Measurements
   1. Need for measurement
   2. Reproducibility-validity

C. Monitoring Methods
   1. Direct reading instruments
   2. Laboratory analysis
   3. Biological monitoring

D. Instrumentation
   1. Instrumentation and controls
   2. Units of measure
3. Sensor measurement
4. Indicators
5. Controllers
6. Recorders
7. Integrators or totalizers
8. Operation of instruments
9. Routine maintenance, troubleshooting and calibration

E. Reading Instruments
   1. Dials
   2. Meters
   3. Venniers
   4. Length-of-stain
   5. Charts and graphs

F. Monitoring
   1. Temperature
   2. Noise
   3. Heat stress
   4. Vibration
   5. Lighting

G. Computer Analysis, Monitoring and Report Preparation
   1. Time savings
   2. Cautions

H. Analysis and Presentation of Data
   1. Need for analyzing and presenting data
   2. Causes of variation in results
   3. Measures of central tendency

I. Recordkeeping
   1. Need for records
   2. Records
   3. Reporting results
   4. Typical reporting documents
   5. Legal notices
   6. Worker notification
   7. Legal requirements

J. Administrative Issues
   1. Equipment certification and calibration
   2. Operator/inspector training and certification

VII. Suggested Text
VIII. Bibliography


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>
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<tbody>
<tr>
<td>AS CAS</td>
<td>AMSC Division of Math Science</td>
<td>Mathematical Sciences</td>
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<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>
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<tr>
<td>MATH</td>
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<th>6. Complete Course Title</th>
<th>Abbreviated Title for Transcript (30 character)</th>
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<tbody>
<tr>
<td>Intermediate Algebra</td>
<td>Intermediate Algebra</td>
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| 7. Type of Course | | |
|------------------|---|
| Academic         | |
| Preparatory/Development | |
| Non-credit       | |
| CEU              | |
| Professional Development | |

| 8. Type of Action: | | | |
|------------------|---|---|
| Add | Change | Delete |
| Cross-Listed with | Stacked with | Cross-Listed Coordination Signature |

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<th>9. Repeat Status No</th>
<th># of Repeats</th>
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<th>11. Implementation Date</th>
<th>semester/year</th>
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<td>From: Fall/2011</td>
<td>To: 9999/9999</td>
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| 12. | | |
|-----|---|
|     |     |

<table>
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<tr>
<th>13a. Impacted Courses or Programs:</th>
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<tbody>
<tr>
<td>List any programs or college requirements that require this course.</td>
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<table>
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<tr>
<th>Impacted Program/Course</th>
<th>Catalog Page(s) Impacted</th>
<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
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Initiator Name (typed): Mark Fitch  
Initiator Signed Initials: _________  Date:________________

13b. Coordination Email  
Date: 02/02/11  
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison  
Date: 02/04/11

14. General Education Requirement  
Mark appropriate box:  
<table>
<thead>
<tr>
<th></th>
<th>Oral Communication</th>
<th>Written Communication</th>
<th>Quantitative Skills</th>
<th>Humanities</th>
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<tbody>
<tr>
<td></td>
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</tbody>
</table>

15. Course Description (suggested length 20 to 50 words)  
Covers radicals, solutions of quadratic equations, graphing of quadratic and other functions, functions and their inverses, and introduction to logarithmic and exponential functions. Also covers applications, systems of equations, and rational expressions. Special Note: Presumes a solid foundation in elementary algebra.

16a. Course Prerequisite(s) (list prefix and number)  
MATH A055 with minimum grade of C or Math A060 with minimum grade of C.

16b. Test Score(s)  
N/A

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

16d. Other Restriction(s)  
<table>
<thead>
<tr>
<th>College</th>
<th>Major</th>
<th>Class</th>
<th>Level</th>
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</table>

16e. Registration Restriction(s) (non-codable)  
If prerequisite is not satisfied, appropriate SAT or ACT scores or approved UAA Placement Test required.

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
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</table>

17. Mark if course has fees  

18. Mark if course is a selected topic course  

19. Justification for Action  
The course description and topic list had unneeded overlap with other Math prefix courses. This has been modified to promote student success.
<table>
<thead>
<tr>
<th>Initiator (faculty only)</th>
<th>Date</th>
<th>Approved</th>
<th>Disapproved</th>
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<tbody>
<tr>
<td>Mark Fitch</td>
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<table>
<thead>
<tr>
<th>Dean/Director of School/College</th>
<th>Date</th>
<th>Approved</th>
<th>Disapproved</th>
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<table>
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<th>Date</th>
<th>Approved</th>
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<table>
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<th>Curriculum Committee Chairperson</th>
<th>Date</th>
<th>Approved</th>
<th>Disapproved</th>
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<tr>
<th>Undergraduate/Graduate Academic Board Chairperson</th>
<th>Date</th>
<th>Approved</th>
<th>Disapproved</th>
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<th>Approved</th>
<th>Disapproved</th>
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<tr>
<td>Impacted Program/Course</td>
<td>Type</td>
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<tr>
<td>------------------------------------------------------------</td>
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<td></td>
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<tr>
<td>AAS, Industrial Process Instrumentation</td>
<td>Requirement</td>
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<tr>
<td>AAS, Computer Electronics</td>
<td>Requirement</td>
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<tr>
<td>ET A246</td>
<td>Prerequisite</td>
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<tr>
<td>CIS A110</td>
<td>Registration Restrictions</td>
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<tr>
<td>TECH A101</td>
<td>Registration Restrictions</td>
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<tr>
<td>AAS, Small Business Administration</td>
<td>Requirement</td>
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<td>Donald Ketner</td>
<td><a href="mailto:afdmk@uaa.alaska.edu">afdmk@uaa.alaska.edu</a></td>
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<tr>
<td>351</td>
<td>Donald Ketner</td>
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<tr>
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<tr>
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<td><a href="mailto:afdmk@uaa.alaska.edu">afdmk@uaa.alaska.edu</a></td>
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<tr>
<td>129-13</td>
<td>Ray Zagorski</td>
<td><a href="mailto:ray.zagorski@uaa.alaska.edu">ray.zagorski@uaa.alaska.edu</a></td>
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<tr>
<td>214</td>
<td>Fritz Miller</td>
<td><a href="mailto:jffwm@uaa.alaska.edu">jffwm@uaa.alaska.edu</a></td>
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<td>221</td>
<td>Robert McCauley</td>
<td><a href="mailto:afrdm@uaa.alaska.edu">afrdm@uaa.alaska.edu</a></td>
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<tr>
<td>173</td>
<td>Rocky Capozzi</td>
<td><a href="mailto:afrpc@uaa.alaska.edu">afrpc@uaa.alaska.edu</a></td>
<td></td>
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<td>173</td>
<td>Rocky Capozzi</td>
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<td>Rocky Capozzi</td>
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<td>Rocky Capozzi</td>
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<td><a href="mailto:afrpc@uaa.alaska.edu">afrpc@uaa.alaska.edu</a></td>
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<tr>
<td>163</td>
<td>Sally Spieker</td>
<td><a href="mailto:afsas3@uaa.alaska.edu">afsas3@uaa.alaska.edu</a></td>
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<tr>
<td>355</td>
<td>Sam Thiru/Kenrick Mock</td>
<td><a href="mailto:afkt@uaa.alaska.edu">afkt@uaa.alaska.edu</a>/afkjm@uaa.alaska.edu</td>
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<tr>
<td>86</td>
<td>Suzanne Forster</td>
<td><a href="mailto:afsf@uaa.alaska.edu">afsf@uaa.alaska.edu</a></td>
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</tr>
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</table>
Course Content Guide  
University of Alaska Anchorage  
College of Arts and Sciences  
Mathematical Sciences Department

Date: February 1, 2011

Course Information:
Course Subject/Number: MATH A105  
Course Title: Intermediate Algebra  
Credits: 3.0  
Contact Hours: 3+0  
Grading Basis: A-F

Course Description:
Covers radicals, solutions of quadratic equations, graphing of quadratic and other functions, functions and their inverses, and introduction to logarithmic and exponential functions. Also covers applications, systems of equations, and rational expressions.

Special Note: Presumes a solid foundation in elementary algebra.

Prerequisites: MATH A055 with minimum grade of C or Math A060 with minimum grade of C.

Registration Restrictions: If prerequisite is not satisfied, appropriate SAT or ACT scores or approved UAA Placement Test required.

Fees: Yes.

1. Instructional Goals and Student Outcomes
Instructional Outcomes: The instructor will
- Use appropriate mathematical language and symbols to develop and communicate solutions
- Demonstrate quantitative and analytical techniques

Student Outcomes: Students will be able to
- Use appropriate arithmetic, algebraic, and geometric symbols and language
- Use function notation, including composition and inverses
- Convert between exponential and logarithmic notation
- Demonstrate graphical competency in graphing linear, quadratic, and other functions
- Solve applied problems using appropriate algebraic techniques

2. Guidelines for evaluation
The grading policy is left to the discretion of the instructor and such policies and procedures will be discussed during the first class meeting. Evaluation procedures will include quizzes or tests and a comprehensive final examination.

3. Course level justification
The course is a prerequisite for General Education Quantitative Skills courses at UAA. It is required for the Associate of Arts degree, and is also required for many certificate and Associate of Applied Science degree programs. The course prepares students for college
algebra and precalculus courses and to develop the necessary algebraic skills for courses in other disciplines.

4. Topical Course Outline

1.0 Simplification and Solving
   1.1 Absolute value in graphing, equations, and inequalities
   1.2 Solving systems of linear equations
   1.3 Solving systems of linear inequalities (optional)
   1.4 Review of factoring techniques
   1.5 Simplifying rational expressions and solving equations with rational expressions

2.0 Radicals
   2.1 Radical expressions and applications of radicals
   2.2 Rational exponents
   2.3 Evaluating and simplifying radical expressions
   2.4 Adding and subtracting radical expressions
   2.5 Multiplying and dividing radical expressions including use of the conjugate
   2.6 Solving equations with radical expressions
   2.7 Arithmetic with complex numbers

3.0 Graphing
   3.1 Review of the rectangular coordinate system
   3.2 Review of equations and graphing of lines
   3.3 Graphing non-linear equations by plotting points
   3.4 Graphing by transformations including translation, reflection, and scaling

4.0 Quadratics
   4.1 Solving quadratic equations using factoring
   4.2 Solving quadratic equations using the quadratic formula
   4.3 Solving equations in a quadratic form
   4.4 Completing the square to graph parabolas and circles
   4.5 Graphing circles and more parabolas
   4.6 Quadratic inequalities

5.0 Functions
   5.1 Function definition and notation
   5.2 Algebra and composition of functions
   5.3 Inverse functions

6.0 Logarithms and Exponentials
   6.1 Exponential functions including base e
   6.2 Logarithmic functions including base e

7.0 Applications
   7.1 Proportions
7.2 Interest problems
7.3 Geometry problems
7.4 Distance problems

5. Suggested Texts


6. Bibliography


## 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>ACCT</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>ACCT</td>
<td>A430</td>
<td>N/A</td>
<td>3</td>
<td>(Lecture + Lab) (3+0)</td>
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</table>

### Complete Course Title

**Governmental and Not-for-Profit Accounting**

**Govern/Non-Profit Accounting**

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

### Type of Course

- [x] Academic
- [ ] Preparatory/Development
- [ ] Non-credit
- [ ] CEU
- [ ] Professional Development

### Type of Action:

- [ ] Add
- [x] Change
- [ ] Delete

If a change, mark appropriate boxes:

- [ ] Prefix
- [ ] Credits
- [x] Title
- [ ] Grading Basis
- [x] Course Description
- [x] Test Score Prerequisites
- [ ] Co-requisites
- [ ] Other Restrictions
- [ ] Registration Restrictions
- [x] Class
- [ ] Level
- [ ] College
- [ ] Major
- [x] Other Update CCG (please specify)

### Repeat Status No

- [ ] # of Repeats
- [ ] Max Credits

### Grading Basis

- [x] A-F
- [ ] P/NP
- [ ] NG

### Implementation Date

- [ ] semester/year

- From: **Fall 2011**
- To: **/9999**

### Cross Listed with

- [ ] Stacked with

**Cross-Listed Coordination Signature**

### Impacted Courses or Programs

List any programs or college requirements that require this course.

<table>
<thead>
<tr>
<th>Impacted Program/Course</th>
<th>Catalog Page(s)</th>
<th>Impacted Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Bachelor of Business Administration, Accounting</td>
<td>128</td>
<td>02/18/2011</td>
<td>Lynn Koshiyama</td>
</tr>
</tbody>
</table>

**Initiator Name (typed): Soren Orley**

**Initiator Signed Initials:** [_____] **Date:** [______]

### General Education Requirement

Mark appropriate box:

- [ ] Oral Communication
- [ ] Written Communication
- [ ] Quantitative Skills
- [ ] Social Sciences
- [ ] Natural Sciences
- [ ] Integrative Capstone

### Course Description

*(suggested length 20 to 50 words)*

Accounting and financial reporting for governmental and not-for-profit entities, including state and local governments, the federal government, colleges and universities, and health care organizations. The fund structure provides a foundation for understanding these entities.

### Course Prerequisite(s) *(list prefix and number)*

ACCT A301 with a minimum grade of C

### Test Score(s)

- [ ] N/A

### Co-requisite(s) *(concurrent enrollment required)*

- [ ] N/A

### Other Restriction(s)

- [ ] College
- [ ] Major
- [ ] Class
- [ ] Level

### Registration Restriction(s) *(non-codable)*

College of Business and Public Policy majors must be admitted to upper-division standing.

### Mark if course has fees

- Standard CBPP computer lab fee

### Mark if course is a selected topic course

- [ ]

### Justification for Action

Changed course title and prerequisite and updated CCG.
<table>
<thead>
<tr>
<th>Position</th>
<th>Approved</th>
<th>Disapproved</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Initiator (faculty only)</td>
<td></td>
<td></td>
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<tr>
<td>Soren Orley</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Initiator (TYPE NAME)</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Dean/Director of School/College</td>
<td></td>
<td></td>
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<tr>
<td>Department Chairperson</td>
<td></td>
<td></td>
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<tr>
<td>Undergraduate/Graduate Academic Board Chairperson</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Curriculum Committee Chairperson</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Provost or Designee</td>
<td></td>
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</tr>
</tbody>
</table>
COURSE CONTENT GUIDE
UNIVERSITY OF ALASKA ANCHORAGE
COLLEGE OF BUSINESS AND PUBLIC POLICY

I. Date Initiated: March 9, 2011

II. Course Information
   College/School: College of Business and Public Policy
   Department: Accounting
   Program: Bachelor of Business Administration, Accounting
   Course Title: Governmental and Not-for-Profit Accounting
   Course Number: ACCT A430
   Credits: 3
   Contact Hours: 3 per week x 15 weeks = 45 hours
                  6 hours outside of class per week x 15 weeks = 90 hours
   Grading Basis: A - F
   Course Description: Accounting and financial reporting for governmental and
                     not-for-profit entities, including state and local governments, the federal
                     government, colleges and universities, and health care organizations. The fund
                     structure provides a foundation for understanding these entities.
   Course Prerequisites: ACCT A301 with minimum grade of C
   Registration Restrictions: College of Business and Public Policy majors must
                            be admitted to upper-division standing.
   Fees: Standard CBPP computer lab fee

III. Course Activities
   A. Lecture
   B. Class discussions
   C. Case studies
   D. Comprehensive team project

IV. Guidelines for Evaluation
   A. Exams
   B. Assignments
   C. Quizzes
   D. Comprehensive team project

V. Course Level Justification
   Students are expected to have successfully completed 300-level accounting courses
   prior to taking this course.
VI. Outline
A. Principles of Government Accounting and Financial Reporting
B. Governmental Operating Statement Accounts, Budgetary Accounting
C. Governmental Operating Activities
D. General Capital Assets and Capital Project
E. General Long-Term Liabilities and Debt Service
F. Business Type Activities
G. Fiduciary Activities, Agency and Trust Funds
H. Financial Reporting for State and Local Governments
I. Analysis of Governmental Financial Performance
J. Federal Government Accounting and Reporting
K. Governmental and Not-for-Profit Auditing
L. Budget and Performance Measurement
M. Not-for- Profit Organizations Accounting and Reporting
N. College and University Accounting
O. Health Care Organization Accounting

VII. Suggested Texts

VIII. Bibliography
IX. Instructional Goals and Student Outcomes

### A. Instructional Goals.
The instructor will:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td>Introduce students to governmental fund accounting structure</td>
</tr>
<tr>
<td>2.</td>
<td>Introduce students to governmental accounting and financial reporting</td>
</tr>
<tr>
<td>3.</td>
<td>Explain specific accounting rules and regulations for state and local governments</td>
</tr>
<tr>
<td>4.</td>
<td>Demonstrate journal entries and financial reporting for state and local governments</td>
</tr>
<tr>
<td>5.</td>
<td>Discuss various methods available to evaluate governmental financial performance</td>
</tr>
<tr>
<td>6.</td>
<td>Introduce students to not-for-profit accounting structure</td>
</tr>
<tr>
<td>7.</td>
<td>Introduce students to not-for-profit accounting and financial reporting</td>
</tr>
<tr>
<td>8.</td>
<td>Explain specific accounting rules and regulations not-for-profit organizations</td>
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<tr>
<td>9.</td>
<td>Demonstrate journal entries and financial reporting for not-for-profit organizations</td>
</tr>
<tr>
<td>10.</td>
<td>Introduce students to federal government accounting structure</td>
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</table>

### B. Student Outcomes.
Students will be able to:

<table>
<thead>
<tr>
<th></th>
<th></th>
<th>Assessment Method</th>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td>Describe proper accounting rules and regulations for state and local government, not-for-profit organizations, and federal government.</td>
<td>Exams, quizzes, assignments, and comprehensive team project</td>
</tr>
<tr>
<td>2.</td>
<td>Identify proper accounting treatment for state and local governments, not-for-profit organizations, and federal government financial transactions</td>
<td>Exams, quizzes, assignments, and comprehensive team project</td>
</tr>
<tr>
<td>3.</td>
<td>Analyze accounting transactions, prepare the correct journal entries and post to the correct general ledger accounts for state and local governments, not-for-profit organizations and federal government financial transactions</td>
<td>Exams, quizzes, assignments, and comprehensive team project</td>
</tr>
<tr>
<td>4.</td>
<td>Prepare proper financial statements for state and local governments, not-for-profit organizations, and federal government.</td>
<td>Exams, quizzes, assignments, and comprehensive team project</td>
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<td></td>
<td>Analyze and evaluate financial performance of state and local governments, not-for-profit organizations, and federal government</td>
<td>Exams, quizzes, assignments, and comprehensive team project</td>
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<tr>
<td>6.</td>
<td>Explain differences in accounting and reporting for state and local governments, not-for-profit organizations, and federal government</td>
<td>Exams, quizzes, assignments, and comprehensive team project</td>
</tr>
</tbody>
</table>
1a. School or College  
AS CAS  

1b. Division  
AHUM Division of Humanities  

1c. Department  
Department of Journalism and Public Communications  

2. Course Prefix  
JPC  

3. Course Number  
A413  

4. Previous Course Prefix & Number  
NA  

5a. Credits/CEUs  
3  

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

6. Complete Course Title  
Communications Law  

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

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

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

9. Repeat Status No  ☐ # of Repeats  ☐ Max Credits  

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

11. Implementation Date  
semester/year  

From: fall/2011  
To: 9/9999  

12. ☒ Cross Listed with  
JUST A413  

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>
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<tbody>
<tr>
<td>1. JPC, BA Catalog</td>
<td>/410, 413</td>
<td></td>
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<tr>
<td>2.</td>
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<tr>
<td>3.</td>
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</table>

Initiator Name (typed): Paola Banchero  
Initiator Signed Initials: _______  
Date: ____________  

13b. Coordination Email  
Date: 11/19/2010  
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)  

13c. Coordination with Library Liaison  
Date: 11/18/2010  

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)  
Course examines the legal rights, privileges, and regulations of press, radio, television, Internet and films; libel, contempt, copyright, rights of privacy; and decisions of regulatory bodies.  

16a. Course Prerequisite(s) (list prefix and number)  
JPC A202  

16b. Test Score(s)  
NA  

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

16d. Other Restriction(s)  

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  
Update CCG to include changes to law/industry. Added prerequisite  

Initiator (faculty only)  
Paola Banchero  
Initiator (TYPE NAME)  

[Approval and Disapproval signatures for Dean/Director of School/College, Undergraduate/Graduate Academic Board Chairperson, Provost or Designee]  

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UNIVERSITY OF ALASKA ANCHORAGE
COURSE CONTENT GUIDE

I. Initiation Date
   December 11, 2010

II. Course Information

A. College: College of Arts and Sciences
B. Course Subject/Number: JPC/JUST A413
C. Credits: 3.0
D. Contact Hours: 3
E. Course Title: Communications Law
F. Grading Information: A-F
G. Course Description: Course examines the legal rights, privileges, and regulations of press, radio, television, Internet and films; libel, contempt, copyright, rights of privacy; and decisions of regulatory bodies.
H. Course Prerequisites: JPC A202 for JPC majors and JUST A110 for Justice majors
I. Fees: No fees

III. Course Activities

A. Lecture
B. Discussion
C. Analysis

IV. Guidelines for Evaluation

A. Exams
B. Research paper

V. Grading criteria

Students’ work will be evaluated according to its publishable quality. The criteria are as follows:

A = Outstanding. Publishable quality. Excellent content, ideas, writing, reporting, technical work and adherence to Associated Press style.

B = Very good. Publishable with minor changes. Good content, ideas, writing, reporting technical work and adherence to AP style.
C = Average work. Requires substantial changes (additional information gathering or major rewriting including correction of numerous style errors).

D = Poor quality. Assignment has fundamental problems -- weak content, serious writing flaws.

F = Unacceptable for these reasons: late, inaccurate, incomprehensible, factual errors or misspelled names. Plagiarism automatically results in an F and will warrant an F for the course.

VI. Course Level Justification

Advanced lecture and discussion course builds on foundations of JPC A202 for Journalism and Public Communications majors and JUST A110 for Justice majors.

VII. Outline

A. Introduction to legal system
B. First Amendment
C. Risk to public safety/libel
D. Privacy and emotional distress
E. Access to information/reporter’s privilege
F. Copyright/Intellectual property
G. Commercial speech
H. FCC and broadcasting
I. Electronic media/Internet
J. Obscenity/indecency/hate speech

VIII. Suggested Texts


IX. Bibliography and Resources
The instructor will:

1. Present legal regulations of mass communications, including rationale for and limits to First Amendment protections of freedom of speech and press.

2. Explain significant court decisions affecting the legal rights and privileges of mass media practitioners.

3. Survey the development of First Amendment media law, including prior restraints, libel, privacy, reporters’ privilege, access to courts and to government information, and government regulation of electronic free speech.

Students will be able to:

1. Recognize and address common legal issues facing mass media practitioners.

2. Articulate and evaluate different theories of the First Amendment.

3. Apply legal theories, principles and doctrines to hypothetical and
| real-world media issues. | 4. Perform elementary legal research. | Research paper |
**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>HW CHSW</td>
<td>AJUS Division of Justice</td>
<td>Justice Center</td>
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</table>

<table>
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<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>
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<tr>
<td>JUST</td>
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<tr>
<th>6. Complete Course Title</th>
<th>Abbreviated Title for Transcript (30 character)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communications Law</td>
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<table>
<thead>
<tr>
<th>7. Type of Course</th>
<th>8. Type of Action:</th>
<th>9. Repeat Status No</th>
<th># of Repeats</th>
<th>Max Credits</th>
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<td>Preparatory/Development</td>
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<th>10. Grading Basis</th>
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<tr>
<td>A-F</td>
<td>semester/year</td>
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<tr>
<th>12. Cross Listed with</th>
<th>JPC A413</th>
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<table>
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<tr>
<th>13a. Impacted Courses or Programs:</th>
<th>List any programs or college requirements that require this course.</th>
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<table>
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<tr>
<th>Initiate Name (typed):</th>
<th>Initiator Signed Initials:</th>
<th>Date:</th>
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<tbody>
<tr>
<td>Deb Periman</td>
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<table>
<thead>
<tr>
<th>13b. Coordination Email</th>
<th>Date:</th>
<th>13c. Coordination with Library Liaison</th>
<th>Date:</th>
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<table>
<thead>
<tr>
<th>14. General Education Requirement</th>
<th>15. Course Description (suggested length 20 to 50 words)</th>
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<tbody>
<tr>
<td>Oral Communication</td>
<td>Legal rights, privileges, and regulations of press, radio, television, internet and films; libel, contempt, copyright, rights of privacy; and decisions of regulatory bodies.</td>
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<tr>
<td>Written Communication</td>
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<tr>
<td>Quantitative Skills</td>
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<td>Humanities</td>
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<tr>
<th>16a. Course Prerequisite(s) (list prefix and number)</th>
<th>16b. Test Score(s)</th>
<th>16c. Co-requisite(s) (concurrent enrollment required)</th>
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<tbody>
<tr>
<td>Complete JUST A110 or JPC A202 with C or better</td>
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<td>Level</td>
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<th>18. Mark if course is a selected topic course</th>
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|-----------------------------|-----------------------------------------------|

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<th>Initiator (TYPE NAME)</th>
<th>Date</th>
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<th>Date</th>
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<th>Date</th>
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<thead>
<tr>
<th>Provost or Designee</th>
<th>Date</th>
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<tr>
<td></td>
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</tr>
</tbody>
</table>
UNIVERSITY OF ALASKA ANCHORAGE
COURSE CONTENT GUIDE

I. Initiation Date
   December 11, 2010

II. Course Information

   A. College: College of Health and Social Welfare
   B. Course Subject/Number: JUST A413/JPC A413
   C. Credits: 3
   D. Contact Hours: 3+0
   E. Course Title: Communications Law
   F. Grading Information: A-F
   G. Cross Listed: JPC A413
   H. Course Description: Legal rights, privileges, and regulations of press, radio, television, internet and films; libel, contempt, copyright, rights of privacy; and decisions of regulatory bodies.
   I. Course Prerequisites: Complete JUST A110 or JPC A202 with C or better
   J. Fees: No

III. Course Activities

   A. Lecture
   B. Discussion
   C. Analysis

IV. Guidelines for Evaluation

   A. Exams
   B. Research paper
   C. Structured discussion
   D. Writing assignments

V. Course Level Justification

   Course builds upon the analysis and research skills Justice and Journalism and Public Communications students receive in lower level courses. Students research and analyze legal processes, synthesize landmark and less significant court decisions, and relate rights and regulations to modern mass communication practices.

VI. Outline

   A. Introduction to legal system
      1. Sources of law
      2. Federal and state jurisdiction
      3. Judicial process

   B. First Amendment
      1. History and origins
      2. Expression versus conduct
      3. Prior restraints
      4. Time, place, manner restrictions
C. Risk to public safety
   1. Clear and present danger
   2. National security

D. Libel/defamation
   1. Fault
   2. Negligence standards
   3. Libel tourism
   4. Damages
   5. Defenses and privileges
   6. Defamation in digital media

E. Privacy and emotional distress
   1. Origins
   2. Definitions
   3. Criminal statutes (trespassing, etc.)
   4. Privacy online

F. Access to information/reporter’s privilege
   1. Federal Freedom of Information Act
   2. State FOIA and privilege

G. Copyright/intellectual property
   1. Infringement
   2. Fair use
   3. Copyright online

H. Commercial speech
   1. Advertising
   2. Trademark laws

I. FCC and broadcasting
   1. Broadcast regulation
   2. Agency jurisdiction and powers

J. Electronic media/Internet
   1. Political speech/Fairness Doctrine history and end
   2. Cable TV regulation

K. Obscenity/indecency/hate speech
   1. Definitions
   2. Attacks on obscenity and hate speech

VII. Suggested Texts

VIII. Bibliography and Resources


IX. Instructional Goals and Student Outcomes

A. Instructional Goals
   The instructor will:

1. Present legal regulations of mass communications, including rationale for and limits to First Amendment protections of freedom of speech and press.

2. Describe significant court decisions affecting the legal rights and privileges of mass media practitioners.

3. Discuss the development of First Amendment media law, including prior restraints, libel, privacy, reporters’ privilege, access to courts and to government information, and government regulation of electronic free speech.

4. Discuss federal and state agencies, such as the FCC and FTC, which have a role in regulating mass communications, and present information about constraints on enforcement power.
### B. Student Outcomes

**Students will be able to:**

<table>
<thead>
<tr>
<th></th>
<th>Assessment methods</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Analyze common legal issues facing mass media practitioners.</td>
<td>Exams, structured discussion, writing assignments and research paper</td>
</tr>
<tr>
<td>2. Articulate and evaluate different theories of the First Amendment.</td>
<td>Exams, structured discussion, writing assignments and research paper</td>
</tr>
<tr>
<td>3. Apply legal theories, principles and doctrines to hypothetical and real-world media issues.</td>
<td>Exams, structured discussion, writing assignments and research paper</td>
</tr>
<tr>
<td>4. Perform legal research.</td>
<td>Writing assignments, research paper</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>AS CAS</td>
<td>AHUM Division of Humanities</td>
<td>JPC</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>JPC</td>
<td>A446</td>
<td>NA</td>
<td>3</td>
<td>(2+2)</td>
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</table>

6. Complete Course Title

**Magazine Editing & Production II**

**Magazine Editing/Production II**

Abbreviated Title for Transcript (30 character)

<table>
<thead>
<tr>
<th>7. Type of Course</th>
<th>8. Type of Action:</th>
<th>9. Repeat Status No</th>
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<th>Max Credits</th>
<th>10. Grading Basis</th>
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<td></td>
<td>A-F</td>
<td>semester/year</td>
</tr>
</tbody>
</table>

From: fall/2011  
To: 9/9999

12. Cross Listed with

Stacked with

Cross-Listed/Stacked 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>
<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>
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</table>

Initiator Name (typed): Paola Banchero  
Initiator Signed Initials: _________  
Date:________________

13b. Coordinator Email  
Date: 11/1/2010  
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison  
Date: 11/1/2010

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)

Uses magazine editing and production techniques to produce a magazine. Emphasis on magazine writing, editing, design, layout, typography, production, distribution, and prepress. Class will produce a specialized magazine about media and Alaska.

<table>
<thead>
<tr>
<th>16a. Course Prerequisite(s) (list prefix and number)</th>
<th>16b. Test Score(s)</th>
<th>16c. Co-requisite(s) (concurrent enrollment required)</th>
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<tbody>
<tr>
<td>JPC A204</td>
<td>NA</td>
<td>NA</td>
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</table>

16d. Other Restriction(s)  

College  
Major  
Class  
Level

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

NA

17.  

Mark if course has fees Standard JPC computer lab fees.

18.  

Mark if course is a selected topic course

19. Justification for Action

Title is being changed to better reflect industry trends and actual content of course; deletion of one prerequisite because it is not needed. Course description has been tweaked.

Initiator (faculty only): Paola Banchero  
Initiator Signed Initials: _________  
Date:________________

Initiator (TYPE NAME)

Approved  
Disapproved

Dean/Director of School/College  
Date

Approved  
Disapproved  
Approved  
Disapproved

Undergraduate/Graduate Academic  
Date

Board Chairperson  
Date

Approved  
Disapproved

Provost or Designee  
Date
UNIVERSITY OF ALASKA ANCHORAGE
COURSE CONTENT GUIDE

I. Initiation Date: October 27, 2010

II. Course Information:

A. College: College of Arts and Sciences
B. Course Subject/Number: JPC A446
C. Credits: 3.0
D. Contact Hours: 2 + 2
E. Course Title: Magazine Editing & Production II
F. Grading Information: A-F
G. Course Description: Uses magazine editing and production techniques to produce a magazine. Emphasis on magazine writing, editing, design, layout, typography, production, distribution, and prepress. Class will produce a specialized magazine about media and Alaska.
H. Course Prerequisites: JPC A204
I. Fees: Standard JPC computer lab fees

III. Course Activities
A. Lecture and demonstration
B. In-class labs (studio course)
C. Class discussions
D. Peer editing and critiques

IV. Guidelines for Evaluation
A. Magazine editing
B. Magazine production

V. Criteria for Grading

Student’s work will be evaluated according to its publishable quality. The criteria are as follows:

A = Outstanding. Publishable quality. Excellent content, ideas, writing, reporting, adherence to Associated Press style, and technical standards of contemporary magazine industry. Meets deadline.
B = Very good. Publishable with minor changes. Good content, ideas, writing, reporting, adherence to AP style, and technical standards of contemporary magazine industry.

C = Average work. Requires substantial changes (additional information gathering, layout, or major rewriting including correction of numerous style errors).

D = Poor quality. Assignment has fundamental problems -- weak content, serious writing flaws.

F = Unacceptable for these reasons: late, inaccurate, incomprehensible, factual errors or misspelled names. Plagiarism automatically results in an F and will warrant an F for the course.

VI. Course Level Justification
Advanced production course builds on foundations of JPC A201, JPC A202, JPC A203, and JPC A204. Builds upon basic principles and practices of 200-level core courses, and 300-level elective courses, and emphasizes principles and practices of magazine editing and production.

VII. Outline
A. History of JPC magazine
B. Purpose and audience of magazine
C. Story selection and editorial process
D. Content creation
E. Copy flow
F. Advertising and selling
G. Type and typographic imaging
H. Copy and art preparation
   I. Imaging
   J. Design and layout
   K. Production processes
   L. Internet presence
M. Distribution

VIII. Suggested Text
Instructor will select text appropriate to his or her teaching style.

IX. Bibliography

X. Instruction Goals and Student Outcomes

<table>
<thead>
<tr>
<th>A. Instructional Goals</th>
</tr>
</thead>
<tbody>
<tr>
<td>The instructor will:</td>
</tr>
<tr>
<td>1. Explain the principles and practices of contemporary magazine editing and production in relation to a specialized magazine.</td>
</tr>
</tbody>
</table>
2. Provide significant hands-on exposure to specialty scholarly magazine editing and production including issue planning, editing, layout, photojournalism, Internet presence, production, advertising sales, and distribution.

3. Apply ethical principles of contemporary specialty scholarly magazine editing and production to class magazine.

4. Guide students in the management of a group-based reporting, editing and production project.

B. Student Outcomes

<table>
<thead>
<tr>
<th>Students will be able to:</th>
<th>Assessment methods</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Apply tools, technologies and theories appropriate for the production of a specialized magazine.</td>
<td>Magazine production project</td>
</tr>
<tr>
<td>2. Critically evaluate their own work and that of others for accuracy and fairness, clarity, appropriate style, and grammatical correctness.</td>
<td>Magazine production project</td>
</tr>
<tr>
<td>3. Demonstrate an understanding of professional ethical principles and work ethically in pursuit of truth, accuracy, fairness, and diversity.</td>
<td>Magazine production project</td>
</tr>
<tr>
<td>4. Understand concepts and apply theories in the use and presentation of images and information in a magazine context.</td>
<td>Magazine production project</td>
</tr>
</tbody>
</table>
# Program/PREFIX Action Request

## 1. School or College
- AS CAS

## 2. Division
- AHUM Division of Humanities

## 3. Department
- Department of Journalism and Public Communications

## 2. Complete Program Title/PREFIX

## 3. Type of Program
- Choose one from the appropriate drop down menu:
  - Undergraduate: Bachelor of Arts
  - Graduate: CHOOSE ONE

## 4. Type of Action:
- PROGRAM
  - Add
  - Change
  - Delete
- PREFIX
  - Add
  - Change
  - Inactivate

## 5. Implementation Date (semester/year)
- From: July 2011
- To: 9/9999

## 6. Coordination with Affected Units
- Department, School, or College: CAS
- Initiator Name (typed): Paola Banchero
- Initiator Signed Initials: _________
- Date: __________________

- Coordination Email submitted to Faculty Listserv (uaa-faculty@lists.uaa.alaska.edu)
- Date: Feb. 22, 2010

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

## 8. Justification for Action
- Adding department mission statement and amending wording in current catalog copy

<table>
<thead>
<tr>
<th>Initiator (faculty only)</th>
<th>Date</th>
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<th>Disapproved</th>
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<tbody>
<tr>
<td>Paola Banchero</td>
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<td>Dean/Director of School/College</td>
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<tbody>
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<td>Department Chairperson</td>
<td>Date</td>
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<td>Undergraduate/Graduate Academic</td>
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<tbody>
<tr>
<td>Curriculum Committee Chairperson</td>
<td>Date</td>
<td></td>
<td>Provost or Designee</td>
</tr>
</tbody>
</table>
The Department of Journalism and Public Communications (JPC) offers an undergraduate program leading to the Bachelor of Arts with concentrations in Journalism, Strategic Communications, Telecommunications and Film, Digital Graphics and Design, and Integrated Media.

The Department of Journalism and Public Communications is nationally accredited by the Accrediting Council on Education in Journalism and Mass Communications (ACEJMC). The department places great emphasis on preparing graduates for careers in professional communications and media industries.

Department courses examine the role of the media in society and explore contemporary social, ethical, and legal issues related to journalism, professional communications, and media industries. The program emphasizes broad scholarship in the liberal arts. This type of scholarship is essential for preparation in professional communications and media industries, which require journalists and communications practitioners to possess a wide range of knowledge.

Mission
The mission of the Department of Journalism and Public Communications is to prepare students for professional careers and graduate study and to give them a thorough understanding and appreciation of the vital role that free expression and mass communication play in a global society.

Through its research, creative activities, and community engagement, the department also strives to meet Alaska’s communication needs. Our goal is to contribute to the development of the economic and social environment of the state, with an emphasis on the Southcentral region served by the University of Alaska Anchorage.

The department aims to foster in its students a strong resolve to make the flow of news and information more accurate, informative, complete, fair, and ethical. To accomplish this goal, the department seeks to teach students theory, skills, and ethical principles of journalism and professional communications that will endure as fundamentals in a world where the methods of conveying information are undergoing significant change.

Students graduating from this program will have developed and demonstrated:

- Expressive characteristics enabling them to visually realize their ideas and to create a body of work illustrating their creative analogical abilities.
- Conceptual characteristics enabling them to develop qualitative work that is consistent with their ideas, exhibits original concepts, illustrates growth, and articulates concepts in creative ways.
- Formal characteristics enabling them to illustrate a technical mastery of the use of materials, a grasp of composition and formal elements and an appreciation for risk-taking in the context of formal considerations.
- Abilities to articulate ideas in relationship to orally based critical discourse in the classroom.

Honors in Journalism and Public Communications
Students majoring in Journalism and Public Communications are eligible to graduate with department honors if they satisfy all of the following requirements:

A. Meet the requirements for a BA degree in Journalism and Public Communications:
B. Maintain a grade point average of 3.50 in JPC courses: and
C. Complete JPC A492, JPC Senior Seminar with an honor grade (A or B).

Note: Department honors are awarded by the faculty in Journalism and Public Communications.

Bachelor of Arts, Journalism and Public Communications
Admission Requirements
Submit a Declared Major form for department approval. Students are accepted into JPC for a BA in Journalism; Strategic Communications; Telecommunications and Film; or Integrated Media.
Graduation Requirements

A. General University Requirements
Complete the General University Requirements for Baccalaureate degrees found in the beginning of this chapter.

B. General Education Requirements
Complete General Education Requirements for Baccalaureate degrees found at the beginning of this chapter.

C. College of Arts and Sciences Requirements
Complete the College of Arts and Sciences Requirements for Bachelor of Arts degrees found at the beginning of this chapter. Note that 81 credits must be outside the major; 66 of those credits must be in the liberal arts as approved by JPC faculty (liberal arts courses are normally found in the College of Arts and Sciences); and 42 credits must be 300- and 400-level courses.

D. Major Requirements
Complete 126 credits for the degree: 45 credits must be JPC credits.

Matriculation in Department of Journalism and Public Communications

1. Complete four Journalism and Public Communications core courses with a grade of C or better
   - JPC A201 Reporting and Writing News (3)
   - JPC A202 First Amendment and Media Ethics (3)
   - JPC A203 Writing and Producing for Electronic Media (3)
   - JPC A204 Information Gathering (3)
   
   *Note: JPC A201 and JPC A204 should be taken in the same semester, followed by JPC A202 and JPC A203 the next semester. JPC A204 is the prerequisite for most 300- and 400-level courses.*

2. Complete one of the following JPC 200-level elective courses:
   - JPC A211 Visual Literacy (3)
   - JPC A212 Copy Editing (3)
   - JPC A213 Digital Imaging (3)

3. Complete one of the following JPC 300-level elective courses:
   - JPC A312 History of Alaska Media (3)
   - JPC A313 Movies and The First Amendment (3)
   - JPC A314 Documentary Filmmakers and Filmmaking (3)

4. Complete one of JPC 400-level elective courses:
   - JPC A404 Global Media and International Communications Systems (3)
   - JPC A405 Communications and Media Theories (3)
   - JPC A413 Communications Law (3)
   - JPC A454 Media Project Management (3)

5. Complete JPC research course:
   - JPC A403 Communications and Media Research (3)

6. Complete 21 JPC elective credits to fulfill one of the following JPC concentration areas; one course (3 credits) may be taken in any JPC concentration area.

   **Journalism Concentration**
   - JPC A342 Photojournalism (3)
   - JPC A343 Radio News Reporting (3)
   - JPC A344 Television News Reporting (3)
   - JPC A345 Web Design (3)
   - JPC A346 Magazine Content Creation (3)
   - JPC A442 Multimedia Journalism (3)
   - JPC A443 Enterprise Reporting (3)
   - JPC A444 Specialty Reporting (3)
JPC A445  Magazine Editing & Production I (3)
JPC A446  Magazine Editing & Production II (3)
JPC A492  JPC Senior Seminar (3)
JPC A495  JPC Practica and Internship (1-6)
JPC A497  Independent Study (3)

**Strategic Communications Concentration**  
21

JPC A362  Principles of Strategic Communications (3)
JPC A363  Research Methods for Strategic Communications (3)
JPC A366  Planning and Writing for Strategic Communications (3)
JPC A368  Commercial Photography (3)
JPC A369  Design for Publications (3)
JPC A462  Corporate Communications (3)
JPC A463  Crisis Communications (3)
JPC A464  Development Communications (3)
JPC A465  Strategic Communications Campaigns I (3)
JPC A466  Strategic Communications Campaigns II (3)
JPC A492  JPC Senior Seminar (3)
JPC A495  JPC Practica and Internship (1-6)
JPC A497  Independent Study (3)

**Telecommunications & Film Concentration**  
21

JPC A382  Digital Audio Production (3)
JPC A383  TV Studio Production (3)
JPC A384  Digital Video Production (3)
JPC A385  Scriptwriting for Film and Television (3)
JPC A481  Advanced Digital Audio Production (3)
JPC A482  TV Post-Production (3)
JPC A483  Broadcast Graphics (3)
JPC A484  Documentary Film Production I (3)
JPC A485  Documentary Film Production II (3)
JPC A486  Independent Film Production I (3)
JPC A487  Independent Film Production II (3)
JPC A492  JPC Senior Seminar (3)
JPC A495  JPC Practica and Internship (1-6)
JPC A497  Independent Study (3)

**Integrated Media Concentration**  
21

This option prepares students for careers in a changing media world, which involves a blend of print, broadcast and online media. Students may combine courses in any JPC option areas to fulfill 21 elective credits in the Integrated Media concentration. The following three courses are required for the Integrated Media option:

JPC A213  Digital Imaging (3)
JPC A345  Web Design (3)
JPC A442  Multimedia Journalism (3)

Note: Only JPC juniors and seniors with a 3.25 GPA may enroll in JPC Practica and Internships. JPC practica require an approved academic plan and the approval of the appropriate JPC media advisor or UAA-based workplace supervisor. JPC internships require the approval of the director of JPC internships.

**Minor, Journalism and Public Communications**

For a JPC minor, students need six courses of which JPC A201 and JPC A203 are required. The remaining 12 credits may be taken from any JPC courses. Eighteen credits are required for the minor.
FACULTY
Elizabeth Arnold, Assistant Professor, earnold@jpc.alaska.edu
Paola Banchero, Assistant Professor, pbanchero@jpc.alaska.edu
Edgar Blatchford, Associate Professor, eblatchford@jpc.alaska.edu
Red Bradley, Term Professor, rbradley@jpc.alaska.edu
Joy C. Mapaye, Assistant Professor, jmapaye@jpc.alaska.edu
Ron McGee, Assistant Professor, rmgee@jpc.alaska.edu

STAFF
Erin Day, Administrative Assistant, eday@jpc.alaska.edu
Matt Underbakke Media Technician, underbakke@jpc.alaska.edu
The Department of Journalism and Public Communications (JPC) offers an undergraduate program leading to the Bachelor of Arts with concentrations in Journalism, Strategic Communications, Telecommunications and Film, Digital Graphics and Design, and Integrated Media.

The Department of Journalism and Public Communications is nationally accredited by the Accrediting Council on Education in Journalism and Mass Communications (ACEJMC). The department places great emphasis on preparing graduates for careers in professional communications and media industries. The department's academic programs are designed to prepare graduates to understand principles and practices of contemporary journalism, professional communications, and media industries. The program prepares students to develop skills for gathering and presenting information through various media. Computers are used throughout the program and students are required to produce media against deadlines. Students also are required to develop a portfolio of their media work for faculty review in their final year.

Department courses examine the role of the media in society and explore contemporary social, ethical, and legal issues related to journalism, professional communications, and media industries. The program emphasizes broad scholarship in the liberal arts. This type of scholarship is essential for preparation in professional communications and media industries, which require journalists and communications practitioners to possess a wide range of knowledge.

**Mission**

The mission of the Department of Journalism and Public Communications is to prepare students for professional careers and graduate study and to give them a thorough understanding and appreciation of the vital role that free expression and mass communication play in a global society.

Through its research, creative activities, and community engagement, the department also strives to meet Alaska’s communication needs. Our goal is to contribute to the development of the economic and social environment of the state, with an emphasis on the Southcentral region served by the University of Alaska Anchorage.

The department aims to foster in its students a strong resolve to make the flow of news and information more accurate, informative, complete, fair, and ethical. To accomplish this goal, the department seeks to teach students theory, skills, and ethical principles of journalism and professional communications that will endure as fundamentals in a world where the methods of conveying information are undergoing significant change.

Students graduating from this program will have developed and demonstrated:

- Expressive characteristics enabling them to visually realize their ideas and to create a body of work illustrating their creative analogical abilities.
- Conceptual characteristics enabling them to develop qualitative work that is consistent with their ideas, exhibits original concepts, illustrates growth, and articulates concepts in creative ways.
- Formal characteristics enabling them to illustrate a technical mastery of the use of materials, a grasp of composition and formal elements and an appreciation for risk-taking in the context of formal considerations.
- Abilities to articulate ideas in relationship to orally based critical discourse in the classroom.

**Honors in Journalism and Public Communications**

Students majoring in Journalism and Public Communications are eligible to graduate with department honors if they satisfy all of the following requirements:

A. Meet the requirements for a BA degree in Journalism and Public Communications:

B. Maintain a grade point average of 3.50 in JPC courses:

C. Complete JPC A492, JPC Senior Seminar, in the final spring term of study with an honor grade (A or B).

Note: Department honors are awarded by the faculty in Journalism and Public Communications.
Bachelor of Arts, Journalism and Public Communications

Admission Requirements
Submit a Declared Major form for department approval. Students are accepted into JPC for a BA in Journalism; Strategic Communications; Telecommunications and Film; or Integrated Media, or into the BFA in Digital Graphics and Design in conjunction with the Department of Art.

Graduation Requirements
A. General University Requirements
Complete the General University Requirements for Baccalaureate degrees found in the beginning of this chapter.

B. General Education Requirements
Complete General Education Requirements for Baccalaureate degrees found at the beginning of this chapter.

C. College of Arts and Sciences Requirements
Complete the College of Arts and Sciences Requirements for Bachelor of Arts degrees found at the beginning of this chapter. Note that 81 credits must be outside the major; 66 of those credits must be in the liberal arts as approved by JPC faculty (liberal arts courses are normally found in the College of Arts and Sciences); and 42 credits must be 300- and 400-level courses.

D. Major Requirements
Complete 126 credits for the degree; 45 credits must be JPC credits.

Matriculation in Department of Journalism and Public Communications
1. Complete four Journalism and Public Communications core courses with a grade of C or better: 12
   JPC A201 Reporting and Writing News (3)
   JPC A202 First Amendment and Media Ethics (3)
   JPC A203 Writing and Producing for Electronic Media (3)
   JPC A204 Information Gathering (3)
   Note: JPC A201 is required for Journalism and Strategic Communications majors. All majors must complete JPC A202 before taking JPC A203 and JPC A204, which may be taken concurrently. JPC A201 and JPC A204 should be taken in the same semester, followed by JPC A202 and JPC A203 the next semester. JPC A204 is the prerequisite for most 300- and 400-level courses.

2. Complete one of the following JPC 200-level elective courses: 3
   JPC A211 Visual Literacy (3)
   JPC A212 Copy Editing (3)
   JPC A213 Digital Imaging (3)

3. Complete one of the following JPC 300-level elective courses: 3
   JPC A312 History of Alaska Media (3)
   JPC A313 Movies and The First Amendment (3)
   JPC A314 Documentary Filmmakers and Filmmaking (3)

4. Complete one of JPC 400-level elective courses: 3
   JPC A401 Global Media and International (3)
   Communications Systems (3)
   JPC A405 Communications and Media Theories (3)
   JPC A413 Communications Law (3)
   JPC A454 Media Project Management (3)

5. Complete JPC research course: 3
   JPC A403 Communications and Media Research (3)

6. Complete 21 JPC elective credits to fulfill one of the following JPC concentration areas; one course (3 credits)
may be taken in any JPC concentration area.

**Journalism Concentration**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>JPC A342</td>
<td>Photojournalism</td>
<td>3</td>
</tr>
<tr>
<td>JPC A343</td>
<td>Radio News Reporting</td>
<td>3</td>
</tr>
<tr>
<td>JPC A344</td>
<td>Television News Reporting</td>
<td>3</td>
</tr>
<tr>
<td>JPC A345</td>
<td>Web Design</td>
<td>3</td>
</tr>
<tr>
<td>JPC A346</td>
<td>Magazine Writing &amp; Content Creation</td>
<td>3</td>
</tr>
<tr>
<td>JPC A442</td>
<td>Multimedia Journalism</td>
<td>3</td>
</tr>
<tr>
<td>JPC A443</td>
<td>Advanced Enterprise Reporting</td>
<td>3</td>
</tr>
<tr>
<td>JPC A444</td>
<td>Specialty Reporting</td>
<td>3</td>
</tr>
<tr>
<td>JPC A445</td>
<td>Design &amp; Post Production</td>
<td>3</td>
</tr>
<tr>
<td>JPC A446</td>
<td>Magazine Editing &amp; Production</td>
<td>3</td>
</tr>
<tr>
<td>JPC A492</td>
<td>JPC Senior Seminar</td>
<td>3</td>
</tr>
<tr>
<td>JPC A495</td>
<td>JPC Practica and Internship</td>
<td>1-6</td>
</tr>
<tr>
<td>JPC A497</td>
<td>Independent Study</td>
<td>3</td>
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**Strategic Communications Concentration**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>JPC A362</td>
<td>Principles of Strategic Communications</td>
<td>3</td>
</tr>
<tr>
<td>JPC A363</td>
<td>Research Methods for Strategic Communications</td>
<td>3</td>
</tr>
<tr>
<td>JPC A366</td>
<td>Planning and Writing for Strategic Communications</td>
<td>3</td>
</tr>
<tr>
<td>JPC A368</td>
<td>Commercial Photography</td>
<td>3</td>
</tr>
<tr>
<td>JPC A369</td>
<td>Design for Publications</td>
<td>3</td>
</tr>
<tr>
<td>JPC A462</td>
<td>Corporate Communications</td>
<td>3</td>
</tr>
<tr>
<td>JPC A463</td>
<td>Crisis Communications</td>
<td>3</td>
</tr>
<tr>
<td>JPC A464</td>
<td>Development Communications</td>
<td>3</td>
</tr>
<tr>
<td>JPC A465</td>
<td>Strategic Communications Campaigns I</td>
<td>3</td>
</tr>
<tr>
<td>JPC A466</td>
<td>Strategic Communications Campaigns II</td>
<td>3</td>
</tr>
<tr>
<td>JPC A492</td>
<td>JPC Senior Seminar</td>
<td>3</td>
</tr>
<tr>
<td>JPC A495</td>
<td>JPC Practica and Internship</td>
<td>1-6</td>
</tr>
<tr>
<td>JPC A497</td>
<td>Independent Study</td>
<td>3</td>
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</tbody>
</table>

**Telecommunications & Film Concentration**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>JPC A382</td>
<td>Digital Audio Production</td>
<td>3</td>
</tr>
<tr>
<td>JPC A383</td>
<td>TV Studio Production</td>
<td>3</td>
</tr>
<tr>
<td>JPC A384</td>
<td>Digital Video Production</td>
<td>3</td>
</tr>
<tr>
<td>JPC A385</td>
<td>Scriptwriting for Film and Television</td>
<td>3</td>
</tr>
<tr>
<td>JPC A481</td>
<td>Advanced Digital Audio Production</td>
<td>3</td>
</tr>
<tr>
<td>JPC A482</td>
<td>TV Post-Production</td>
<td>3</td>
</tr>
<tr>
<td>JPC A483</td>
<td>Broadcast Graphics</td>
<td>3</td>
</tr>
<tr>
<td>JPC A484</td>
<td>Documentary Film Production I</td>
<td>3</td>
</tr>
<tr>
<td>JPC A485</td>
<td>Documentary Film Production II</td>
<td>3</td>
</tr>
<tr>
<td>JPC A486</td>
<td>Independent Film Production I</td>
<td>3</td>
</tr>
<tr>
<td>JPC A487</td>
<td>Independent Film Production II</td>
<td>3</td>
</tr>
<tr>
<td>JPC A492</td>
<td>JPC Senior Seminar</td>
<td>3</td>
</tr>
<tr>
<td>JPC A495</td>
<td>JPC Practica and Internship</td>
<td>1-6</td>
</tr>
<tr>
<td>JPC A497</td>
<td>Independent Study</td>
<td>3</td>
</tr>
</tbody>
</table>

**Integrated Media Concentration**

This option prepares students for careers in a changing media world, which involves a blend of print, broadcast and online media. Students may combine courses in any JPC option areas to fulfill 21 elective credits in the Integrated Media concentration. The following three courses are required for the Integrated Media option:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>JPC A213</td>
<td>Digital Imaging</td>
<td>3</td>
</tr>
<tr>
<td>JPC A345</td>
<td>Web Design</td>
<td>3</td>
</tr>
<tr>
<td>JPC A442</td>
<td>Multimedia Journalism</td>
<td>3</td>
</tr>
</tbody>
</table>
Note: Only JPC juniors and seniors with a 3.25 GPA may enroll in JPC Practica and Internships. JPC practica require an approved academic plan and the approval of the appropriate JPC media advisor or UAA-based workplace supervisor. JPC internships require the approval of the director of JPC internships.

**Minor, Journalism and Public Communications**

For a JPC minor, students need six courses of which JPC A201 and JPC A203 are required. The remaining 12 credits may be taken from any JPC courses. Eighteen credits are required for the minor.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>JPC A201</td>
<td>Reporting and Writing News</td>
<td>3</td>
</tr>
<tr>
<td>JPC A203</td>
<td>Writing and Producing for Electronic Media (3)</td>
<td>3</td>
</tr>
<tr>
<td>JPC 300-400</td>
<td>and 100-level electives (12)</td>
<td></td>
</tr>
</tbody>
</table>

**FACULTY**

Frederick W. Pearce, Professor/Chair, fpearce@jpc.alaska.edu
Elizabeth Arnold, Assistant Professor, earnold@jpc.alaska.edu
Paola Banchero, Assistant Professor, pbanchero@jpc.alaska.edu
Edgar Blatchford, Associate Professor, eblatchford@jpc.alaska.edu
Red Bradley, Term Professor, rbradley@jpc.alaska.edu
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Ron McGee, Assistant Professor, rmgeo@jpc.alaska.edu

**STAFF**

Erin Day, Administrative Assistant, eday@jpc.alaska.edu
Matt Underbakke, Media Technician, underbakke@jpc.alaska.edu
<table>
<thead>
<tr>
<th>1a. School or College</th>
<th>1b. Division</th>
<th>1c. Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>CT CTC</td>
<td>No Division Code</td>
<td>Military Science and Leadership</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>MILS</td>
<td>A150</td>
<td>N/A</td>
<td>1.0 CR</td>
<td>(Lecture + Lab) (0+4)</td>
</tr>
</tbody>
</table>

6. Complete Course Title
Army ROTC Leadership Lab

Abbreviated Title for Transcript (30 character)

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

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

If a change, mark appropriate boxes:
- Prefix
- Credits
- Title
- Grading Basis
- Course Description
- Test Score Prerequisites
- Other Restrictions
- Class
- Level
- College
- Major
☒ Other CCG (please specify)

9. Repeat Status
☐ Yes ☐ # of Repeats 8 ☐ Max Credits 8

10. Grading Basis
☐ A-F ☐ P/NP ☐ NG

11. Implementation Date
From: Fall/2011 To: 9999

12. ☐ Cross Listed with N/A
☐ Stacked with N/A

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>
<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>
</tr>
</thead>
<tbody>
<tr>
<td>1. Army ROTC</td>
<td>166-167</td>
<td></td>
<td>08 February 2011</td>
<td>MAJ Elmore</td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Initiator Name (typed): Thomas A. Elmore
Initiator Signed Initials: _________ Date:____________

13b. Coordination Email
Date: 08 February 2011
submitted to Faculty Listserv: [uaa-faculty@lists.uaa.alaska.edu](mailto:uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison
Date: 08 February 2011

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

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

Allows for practical experience of theories learned in a classroom environment. Exercises principles of patrolling, land navigation and physical training in a real world environment. Evaluates proficiency in one field training exercise per semester lasting no longer than 72 hours. Tests their academic knowledge and prepares them for their future roles as United States Army Officers.

16a. Course Prerequisite(s) (list prefix and number)
None

16b. Test Score(s)
N/A

16c. Co-requisite(s) (concurrent enrollment required)
MILS A101 or MILS A102 or MILS A201 or MILS A202 or MILS A301 or MILS A302 or MILS A401 or MILS A402

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

16e. Registration Restriction(s) (non-codable)
N/A

17. ☐ Mark if course has fees N/A

18. ☐ Mark if course is a selected topic course

19. Justification for Action
This course is being added as a requirement for the Minor, National Defense, Strategic Studies, and Leadership: Army Emphasis.

Initiator (faculty only) Date
Thomas A. Elmore

Initiator (TYPE NAME)
☐ Approved ☐ Disapproved
☐ Approved Dean/Director of School/College Date

☐ Approved Department Chairperson Date
Disapproved ☐ Approved
☐ Approved Undergraduate/Graduate Academic Date
Disapproved Board Chairperson

Disapproved ☐ Approved Provost or Designee Date
Course Content Guide
University of Alaska Anchorage
Community and Technical College

Department: MILS  Date: Fall 2011
Course Number: MILS A150  Credits: 1.0 CR
Course Title: Army ROTC Leadership and Physical Training Laboratory

I. Course Description:
Allows for practical experience of theories learned in a classroom environment. Exercises principles of patrolling, land navigation and physical training in a real world environment. Evaluates proficiency in one field training exercise per semester lasting no longer than 72 hours. Tests their academic knowledge and prepares them for their future roles as United States Army Officers.

II. Course Design:
A. This course is designed to provide students a hands-on, interactive experience leading students with differing abilities.
B. Credits: 1.0
C. Total Student Involvement time: 0 + 132 hours
D. This course is required for the Minor in National Defense, Strategic Studies, and Leadership: Army Emphasis.
E. There is a lab fee associated with this course.
F. This course may be taught in any time frame, but not more than one credit per week.
G. This is a new course.
H. Coordinated with UAA listserv, UAF Army ROTC
I. Course level justification: This course enables students in all four levels of the program to interact with each other. It enables those students in the advanced course to practice their leadership, planning, and assessment skills and enables those students in the basic course to learn from senior student-cadets.

III. Course Activities:
This class will be conducted in an interactive manner and everyone will be responsible for contributing to the success of the learning experience. Students will be put in differing levels of leadership based on their individual abilities. This course will be conducted outside when weather allows.

IV. Course Co-requisites:
MILS A101 or MILS A102 or MILS A201 or MILS A202 or MILS A301 or MILS A302 or MILS A401 or MILS A402

V. Course Evaluation:
Grading Basis: A-F.

VI. Outline:
1.0 Safety
2.0 Leadership
   2.1 Training Meeting
   2.2 Leadership Development Program
3.0 Tactics and Techniques
   3.1 Combat Water Survival
   3.2 Land Navigation
   3.3 Patrolling
   3.4 Individual Movement Techniques
   3.5 Members of a Squad
3.6 Squad Missions
3.7 Members of a Platoon
3.8 Platoon Missions

VII. Suggested Text:

VIII. Bibliography:


Department of the Army. (2005). Wear and appearance of Army uniforms and insignia (US Army Regulation

Government Printing Office.


Department of the Army. (2006). Map reading and land navigation with change 1 (US Army Field Manual 3-

Printing Office.


Government Printing Office.

IX. Instructional Goals, Student Outcomes, and Assessment Procedures:

A. Instructional Goal:
Demonstrate students' ability to lead students and Soldiers in small unit tactics.

B. Student Outcomes and Assessment Procedures

<table>
<thead>
<tr>
<th>Student Outcomes</th>
<th>Assessment Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>After successful completion of the course, students will be able to do the following:</td>
<td>This outcome will be assessed by one or more of the following:</td>
</tr>
<tr>
<td>Pass Combat Survival Water Test.</td>
<td>Practical exercises</td>
</tr>
<tr>
<td>Move small units using a military map.</td>
<td>Practical exercises</td>
</tr>
<tr>
<td>Conduct squad missions.</td>
<td>Practical exercises</td>
</tr>
<tr>
<td>Conduct platoon missions.</td>
<td>Practical exercises</td>
</tr>
<tr>
<td>Evaluate leadership positions.</td>
<td>Practical exercises</td>
</tr>
</tbody>
</table>

Course Content Guide
MILS A150 Army ROTC Leadership and Physical Training Laboratory
Page 2 of 3
Proposal to Initiate, Add, Change, or Delete a Course

<table>
<thead>
<tr>
<th>1a. School or College</th>
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<th>5a. Credits/CEUs</th>
<th>5b. Contact Hours</th>
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</thead>
<tbody>
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<td>A250</td>
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<td>(3+0)</td>
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6. Complete Course Title
History of the United States Army
History of US Army

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
- 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
N/A

10. Grading Basis
- [x] A-F
- [ ] P/NP
- [ ] NG

11. Implementation Date
From: Fall/2011
To: /9999

12. Cross Listed with
- N/A

Stacked with
- N/A

Cross-Listed Coordination Signature

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

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<tr>
<th>Impact Course(s)</th>
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<td>MAJ Elmore</td>
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</tbody>
</table>

13b. Coordination Email
Date: 08 February 2011
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison
Date: 08 February 2011

14. General Education Requirement

Mark appropriate box:
- Oral Communication
- Written Communication
- Quantitative Skills
- Humanities
- Social Sciences
- Natural Sciences
- Integrative Capstone

15. Course Description (suggested length 20 to 50 words)
Develops student awareness of the relationship between the military establishment and the society of the United States. Examines the evolution of war and the progression of military professionalism to provide an awareness and purpose for military operations from colonial America to present day. Discusses the importance of understanding United States Army history as a part of the military profession. Analyzes the evolution of both tactics and force structure of the United States Army during these periods.

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)
N/A

17. Mark if course has fees
N/A

18. Mark if course is a selected topic course

19. Justification for Action
Army ROTC cadets are required to complete/pass one-semester or equivalent college-level course in military history from an academic department in the host institution in order to receive their commission.

Initiator (faculty only)

Thomas A. Elmore

Initiator (TYPE NAME)

Approved

Disapproved

Dean/Director of School/College

Date

Approved

Disapproved

Undergraduate/Graduate Academic

Date

Approved

Disapproved

Board Chairperson

Date

Approved

Disapproved

Provost or Designee

Date
Course Content Guide
University of Alaska Anchorage
Community and Technical College

Department: MILS  Date: Fall 2011
Course Number: MILS A250  Credits: 3.0 CR
Course Title: History of the United States Army

I. Course Description:
Develops student awareness of the relationship between the military establishment and the society of the United States. Examines the evolution of war and the progression of military professionalism to provide an awareness and purpose for military operations from colonial America to present day. Discusses the importance of understanding United States Army history as a part of the military profession. Analyzes the evolution of both tactics and force structure of the United States Army during these periods.

II. Course Design:
A. This course is designed for second year ROTC students and any other UAA students that want to increase their leadership skills.
B. Credits: 3.0
C. Total Student Involvement time: 45+90 hours
D. This course is required for the Minor in National Defense, Strategic Studies, and Leadership: Army Emphasis.
E. There is no lab fee associated with this course.
F. This course may be taught in any time frame, but not more than one credit per week.
G. This is a new course.
H. Coordinated with UAA listserv, UAF Army ROTC
I. Course level justification: Army ROTC cadets are required to complete/pass one-semester or equivalent college-level course in military history from an academic department in the host institution in order to receive their commission.

III. Course Activities:
This class will be conducted in an interactive manner and everyone will be responsible for contributing to the success of the learning experience. Lectures will be brief and interactive. Students will have extensive small group discussions and exercises throughout the class. Time will be given in class to discuss and work on projects and papers.

IV. Course Prerequisites:
None

Course Co-requisites:
None

V. Course Evaluation:
Grading Basis: A-F.

VI. Outline:
1.0 Safety
2.0 War of American Independence
   2.1 Full-Time vs. Part-Time Soldiers
3.0 American military policy 1783-1860
4.0 American Civil War
   4.1 Limited vs. Total War
5.0 Technological innovations that increased the lethality of war from 1871-1914
6.0 World War I
7.0 World War II
7.1 Principles of War
8.0 The Cold War
8.1 Diplomacy and Alliances
9.0 The Vietnam War
10.0 The Global War on Terror

VII. Suggested Text:


VIII. Bibliography:


**IX. Instructional Goals, Student Outcomes, and Assessment Procedures:**

**A. Instructional Goal:**
Develop knowledge of the history of the United States Army and integrate the knowledge into practical uses by company grade officers on today's battlefield.

**B. Student Outcomes and Assessment Procedures**

<table>
<thead>
<tr>
<th>Student Outcomes</th>
<th>Assessment Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>After successful completion of the course, students will be able to do the following:</td>
<td>This outcome will be assessed by one or more of the following:</td>
</tr>
<tr>
<td>Distinguish between the three components of the United States Army.</td>
<td>Written evaluation and small group presentations</td>
</tr>
<tr>
<td>Explain the reasons why the United States Army has a full-time and part-time force and the unique abilities of each.</td>
<td>Written evaluation</td>
</tr>
<tr>
<td>Demonstrate the ability to differentiate between total and limited warfare.</td>
<td>Small group presentations</td>
</tr>
<tr>
<td>Evaluate the changes in United States Army small unit tactics.</td>
<td>Written evaluation</td>
</tr>
<tr>
<td>Describe the evolution of the United States Army force structure and the major factors for its change.</td>
<td>Written evaluation and small group presentation</td>
</tr>
<tr>
<td>Integrate previous lessons learned into the current operating environment.</td>
<td>Practical exercise</td>
</tr>
</tbody>
</table>
Course Action Request  
University of Alaska Anchorage  
Proposal to Initiate, Add, Change, or Delete a Course

1a. School or College  
CT CTC

1b. Division  
No Division Code

1c. Department  
Military Science and Leadership

2. Course Prefix  
MILS

3. Course Number  
A301

4. Previous Course Prefix & Number  
N/A

5a. Credits/CEUs  
3.0 CR

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

6. Complete Course Title  
Adaptive Team Leadership

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 CCG (please specify)

9. Repeat Status No  # of Repeats  N/A  Max Credits N/A

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

11. Implementation Date  
semester/year  
From: Fall/2011  To: /9999

12. ☐ Cross Listed with N/A  
Stacked with N/A

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>
</tr>
</thead>
<tbody>
<tr>
<td>Army ROTC</td>
<td>166-167</td>
<td></td>
<td>08 February 2011</td>
<td>MAJ Elmore</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Initiator Name (typed): Thomas A. Elmore  
Initiator Signed Initials: __________  
Date: __________

13b. Coordination Email  
Date: 08 February 2011

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

13c. Coordination with Library Liaison  
Date: 08 February 2011

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)

Challenges students to study, practice, and evaluate adaptive leadership skills as they are presented with challenging scenarios related to squad tactical operations. Provides systematic and specific feedback on student's leadership attributes and actions. Develops their leadership and critical thinking abilities.

16a. Course Prerequisite(s) (list prefix and number)  
MILS A202

16b. Test Score(s)  
N/A

16c. Co-requisite(s) (concurrent enrollment required)  
MILS A150

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

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

This course is restricted to contracted ROTC cadets only

17. ☐ Mark if course has fees N/A

18. ☐ Mark if course is a selected topic course

19. Justification for Action  
This course is being added as a requirement for the Minor, National Defense, Strategic Studies, and Leadership: Army Emphasis.

Initiator (faculty only)  
Thomas A. Elmore  
Initiator (TYPE NAME)  
Date

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

Approved  ☐  Disapproved  ☒  Undergraduate/Graduate Academic  Date

Approved  ☐  Disapproved  ☐  Board Chairperson  Date

Approved  ☐  Disapproved  ☐  Provost or Designee  Date

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Course Content Guide
University of Alaska Anchorage
Community and Technical College

Department: MILS
Course Number: MILS A301
Course Title: Adaptive Team Leadership
Date: Fall 2011
Credits: 3.0 CR

I. Course Description:
Challenges students to study, practice, and evaluate adaptive leadership skills as they are presented with challenging scenarios related to squad tactical operations. Provides systematic and specific feedback on student's leadership attributes and actions. Develops their leadership and critical thinking abilities.

II. Course Design:
A. This course is designed for third year contracted ROTC students.
B. Credits: 3.0
C. Total Student Involvement time: 45+90 hours
D. This course is required for the Minor in National Defense, Strategic Studies, and Leadership: Army Emphasis.
E. There is no lab fee associated with this course.
F. This course may be taught in any time frame, but not more than one credit per week.
G. This is an existing course.
H. Coordinated with UAA listserv, UAF Army ROTC
I. Course level justification: This is the introductory course in the senior ROTC advanced course. It is designed to prepare students for the Leader Development and Assessment Course at Ft. Lewis, WA and for a future career as an Army officer.

III. Course Activities:
This class will be conducted in an interactive manner and everyone will be responsible for contributing to the success of the learning experience. Lectures will be brief and interactive. Students will have extensive small group discussions and exercises throughout the class. Time will be given in class to discuss and work on projects and papers.

IV. Course Prerequisites:
MILS A202

Course Co-requisites:
MILS A150

Registration Restrictions:
This course is restricted to contracted ROTC cadets only.

V. Course Evaluation:
Grading Basis: A-F.

VI. Outline:
1.0 Safety
2.0 Leadership
   2.1 Team Dynamics
   2.2 Leadership Development Program
   2.3 Army Problem Solving
   2.4 The Army Leader
2.5 Leadership Behavior and Peer Evaluations
2.6 Leadership and Culture
2.7 Leadership Practical Exercise

3.0 Personal Development
3.1 Army Briefing Techniques
3.2 Suicide Prevention

4.0 Tactics and Techniques
4.1 Map Reading I
4.2 Map Reading II
4.3 Terrain Analysis
4.4 Troop Leading Procedures Overview
4.5 Combat Orders
4.6 Application of Troop Leading Procedures
4.7 Squad Tactical Movement
4.8 Battle Drills
4.9 Squad Tactics
   4.9.1 Patrolling
   4.9.2 Offensive Operations
   4.9.3 Offensive Operations Practical Exercise
   4.9.4 Reconnaissance
   4.9.5 Reconnaissance Practical Exercise
   4.9.6 Ambush
   4.9.7 Ambush Practical Exercise
   4.9.8 Attack
   4.9.9 Attack Practical Exercise
   4.9.10 Defense
   4.9.11 Defense Practical Exercise
   4.9.12 Capstone Practical Exercise I
   4.9.13 Capstone Practical Exercise II

5.0 Officership

6.0 Values and Ethics

VII. Suggested Text:

VIII. Bibliography:


IX. Instructional Goals, Student Outcomes, and Assessment Procedures:

A. Instructional Goal:
Integrate the principles and practices of effective leadership, military operations and personal development in order to adequately prepare you for the summer Leader Development and Assessment Course (LDAC).

B. Student Outcomes and Assessment Procedures

<table>
<thead>
<tr>
<th>Student Outcomes</th>
<th>Assessment Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Apply the Leadership Development Program (LDP) evaluation cycle.</td>
<td>Small group presentation</td>
</tr>
<tr>
<td>Analyze the Warrior Ethos in fellow cadets/cadre.</td>
<td>Practical exercise</td>
</tr>
<tr>
<td>Integrate standards for the Army Physical Fitness Test (APFT) into a unit training plan.</td>
<td>Practical exercise</td>
</tr>
<tr>
<td>Develop short-team and long-team goals for the Army Physical Fitness Test (APFT).</td>
<td>Written evaluation</td>
</tr>
<tr>
<td>Incorporate the factors of suicide prevention.</td>
<td>Small group presentation</td>
</tr>
<tr>
<td>Apply composite risk management to all aspects of life.</td>
<td>Written evaluation and practical exercise</td>
</tr>
<tr>
<td>Pass the combat water survival test.</td>
<td>Practical exercise</td>
</tr>
</tbody>
</table>
1a. School or College  
CT CTC  

1b. Division  
No Division Code  

1c. Department  
Military Science and Leadership  

2. Course Prefix  
MILS  

3. Course Number  
A302  

4. Previous Course Prefix & Number  
N/A  

5a. Credits/CEUs  
3.0 CR  

5b. Contact Hours  
(3+0)  

6. Complete Course Title  
Applied Team Leadership  

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  ☐ Contact Hours  ☐ Repeat Status  ☐ Cross-Listed/Stacked  ☐ Co-requisites  ☐ Registration Restrictions  ☐ Other Restrictions  
☒ Class  ☐ Level  ☒ College  ☐ Major  ☐ Other CCG (please specify)  

9. Repeat Status No  ☐ # of Repeats  N/A  ☒ Max Credits  N/A  

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

11. Implementation Date  
semester/year  
From: Fall/2011  
To: /9999  

12. ☐ Cross Listed with  N/A  

13. Stacked with  N/A  

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>
</tr>
</thead>
<tbody>
<tr>
<td>1. Army ROTC</td>
<td>166-167</td>
<td></td>
<td>08 February 2011</td>
<td>MAJ Elmore</td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Initiator Name (typed): Thomas A. Elmore  
Initiator Signed Initials: __________   
Date: __________  

13b. Coordination Email  
Date: 08 February 2011  

13c. Coordination with Library Liaison  
Date: 08 February 2011  

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)  
Uses increasingly intense situations for applied team leadership challenges to build student awareness and skills in leading tactical operations at the small unit level. Students review aspects of full spectrum operations. Develops proficiency in the operations orders process by conducting military briefings.  

16a. Course Prerequisite(s) (list prefix and number)  
MILS A301  

16b. Test Score(s)  
N/A  

16c. Co-requisite(s) (concurrent enrollment required)  
MILS A150  

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

16e. Registration Restriction(s) (non-codable)  
This course is restricted to contracted ROTC cadets only  

17. ☐ Mark if course has fees  N/A  

18. ☐ Mark if course is a selected topic course  

19. Justification for Action  
This course is being added as a requirement for the Minor, National Defense, Strategic Studies, and Leadership: Army Emphasis.  

Initiator (faculty only)  
Thomas A. Elmore  
Initiator (TYPE NAME)  

date  

☐ Approved  Dean/Director of School/College  Date  

☐ Disapproved  

Undergraduate/Graduate Academic Chairperson  Date  

☐ Approved  Board Chairperson  Date  

☐ Disapproved  Provost or Designee  Date  

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Course Content Guide
University of Alaska Anchorage
Community and Technical College

Department: MILS  Date: Fall 2011
Course Number: MILS A302  Credits: 3.0 CR
Course Title: Applied Team Leadership

I. Course Description:
Uses increasingly intense situations for applied team leadership challenges to build student awareness and
skills in leading tactical operations at the small unit level. Students review aspects of full spectrum
operations. Develops proficiency in the operations orders process by conducting military briefings.

II. Course Design:
A. This course is designed for third year contracted ROTC students.
B. Credits: 3.0
C. Total Student Involvement time: 45+90 hours
D. This course is required for the Minor in National Defense, Strategic Studies, and Leadership: Army
   Emphasis.
E. There is no lab fee associated with this course.
F. This course may be taught in any time frame, but not more than one credit per week.
G. This is an existing course.
H. Coordinated with UAA listserv, UAF Army ROTC
I. Course level justification: This is the final course in the senior ROTC advanced course prior to the
   Leader Development and Assessment Course (LDAC) at Ft. Lewis WA. It is designed to prepare
   students for success at LDAC.

III. Course Activities:
This class will be conducted in an interactive manner and everyone will be responsible for contributing to the
success of the learning experience. Lectures will be brief and interactive. Students will have extensive
small group discussions and exercises throughout the class. Time will be given in class to discuss and work
on projects and papers.

IV. Course Prerequisites:
MILS A301

Course Co-requisites:
MILS A150

Registration Restrictions:
This course is restricted to contracted ROTC cadets only.

V. Course Evaluation:
Grading Basis: A-F.

VI. Outline:
1.0 Safety
2.0 Leadership
   2.1 Applied Situational Leadership
   2.2 Motivating Soldiers
   2.3 Team Dynamics
   2.4 Peer Leadership
3.0 Tactics and Techniques
   3.1 FOB Operations
   3.2 Problem Solving in the COE
   3.3. Terrorism Awareness in the COE
   3.4 Patrol Base Operations
   3.5 Platoon Tactics
      3.5.1 Area Reconnaissance
      3.5.2 Area Reconnaissance Practical Exercise
      3.5.3 Ambush
      3.5.4 Ambush Practical Exercise
      3.5.5 Cordon and Search
      3.5.6 Raid
      3.5.7 Raid Practical Exercise
      3.5.8 Attack
      3.5.9 Attack Practical Exercise
      3.5.10 Defense
      3.5.11 Defense Practical Exercise
   3.6 Map Reading Assessment
   3.7 Land Navigation Assessment
   3.8 Advanced Land Navigation Assessment Practical Exercise
   3.9 Call for Fire
   3.10 Operations Order Process
4.0 Officership
   4.1 Principles of War – Case Study
   4.2 Army Full Spectrum Operations
   4.3 Branch Decision Briefings
   4.4 Brigade Combat Team
   4.5 Accessions
5.0 Values and Ethics
   5.1 Warrior Ethos in Action
   5.2 Law of Land Warfare and Rules of Engagement

VII. Suggested Text:

VIII. Bibliography:


IX. Instructional Goals, Student Outcomes, and Assessment Procedures:

A. Instructional Goal:
Integrate the principles and practices of effective leadership, military operations and personal development in order to adequately prepare you for the summer Leader Development and Assessment Course (LDAC).

B. Student Outcomes and Assessment Procedures

<table>
<thead>
<tr>
<th>Student Outcomes</th>
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</tr>
</thead>
<tbody>
<tr>
<td>After successful completion of the course, students will be able to do the following:</td>
<td>This outcome will be assessed by one or more of the following:</td>
</tr>
<tr>
<td>Apply situational leadership actions in leading a small unit.</td>
<td>Small group presentation and practical exercise</td>
</tr>
<tr>
<td>Analyze rules of engagement and the law of land warfare.</td>
<td>Small group presentation and written evaluation</td>
</tr>
<tr>
<td>Apply principles of time management, effective writing, and communication.</td>
<td>Practical exercise</td>
</tr>
<tr>
<td>Describe the Brigade Combat Team (BCT).</td>
<td>Written evaluation</td>
</tr>
<tr>
<td>Integrate the operations orders process.</td>
<td>Small group presentation</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>CT CTC</td>
<td>No Division Code</td>
<td>Military Science and Leadership</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>MILS</td>
<td>A401</td>
<td>N/A</td>
<td>3.0 CR</td>
<td>(3+0)</td>
</tr>
</tbody>
</table>

### 6. Complete Course Title

**Adaptive Leadership**

### Abbreviated Title for Transcript (30 character)

**N/A**

<table>
<thead>
<tr>
<th>7. Type of Course</th>
<th>8. Type of Action:</th>
<th>9. Repeat Status No</th>
<th># of Repeats</th>
<th>Max Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic</td>
<td>Add or Change</td>
<td>N/A</td>
<td>Max Credits</td>
<td>N/A</td>
</tr>
</tbody>
</table>

### 10. Grading Basis

- [x] A-F
- [ ] P/NP
- [ ] NG

### 11. Implementation Date

- From: Fall/2011
- To: 9999

### 12. Cross Listed with

- N/A

### 13a. Impacted Courses or Programs:

List any programs or college requirements that require this course.

<table>
<thead>
<tr>
<th>Impacted Program/Course</th>
<th>Catalog Page(s) Impacted</th>
<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
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<tbody>
<tr>
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<td>166-167</td>
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<td>MAJ Elmore</td>
</tr>
<tr>
<td>2.</td>
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</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Initiator Name (typed): **Thomas A. Elmore**

Initiator Signed Initials: _______

Date: ______________

### 13c. Coordination with Library Liaison

Date: 08 February 2011

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

Transitions the focus of student learning from being trained, mentored and evaluated as an MS III Cadet to learning how to train, mentor and evaluate underclass Cadets. Explains the duties and responsibilities of an Army staff officer. Applies the Military Decision Making Process, Army writing style and the Army's principles of training and training management cycle during weekly training meetings to plan, execute and assess battalion training events. Demonstrates Army values and ethics and how to apply them to everyday life as well as in the Contemporary Operating Environment. Examines the officer's role in the Uniform Code of Military Justice, counseling subordinates, and methods on how to best manage their career as an Army Officer.

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

- MILS A302

16b. Test Score(s)

- N/A

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

- MILS A150

16d. Other Restriction(s)

- College
- Major
- Class
- Level

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

- This course is restricted to contracted ROTC cadets only

17. Mark if course has fees

- N/A

18. Mark if course is a selected topic course

- N/A

19. Justification for Action

This course is being added as a requirement for the Minor, National Defense, Strategic Studies, and Leadership: Army Emphasis.
<table>
<thead>
<tr>
<th>Role</th>
<th>Approval</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Initiator (faculty only)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thomas A. Elmore</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Initiator (TYPE NAME)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dean/Director of School/College</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Department Chairperson</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Curriculum Committee Chairperson</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Undergraduate/Graduate Academic Board Chairperson</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Provost or Designee</td>
<td></td>
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</tbody>
</table>
I. Course Description:
Transitions the focus of student learning from being trained, mentored and evaluated as an MS III Cadet to learning how to train, mentor and evaluate underclass Cadets. Explains the duties and responsibilities of an Army staff officer. Applies the Military Decision Making Process, Army writing style and the Army’s principles of training and training management cycle during weekly training meetings to plan, execute and assess battalion training events. Demonstrates Army values and ethics and how to apply them to everyday life as well as in the Contemporary Operating Environment. Examines the officer’s role in the Uniform Code of Military Justice, counseling subordinates, and methods on how to best manage their career as an Army Officer.

II. Course Design:
A. This course is designed for fourth year contracted ROTC students.
B. Credits: 3.0
C. Total Student Involvement time: 45+90 hours
D. This course is required for the Minor in National Defense, Strategic Studies, and Leadership: Army Emphasis.
E. There is no lab fee associated with this course.
F. This course may be taught in any time frame, but not more than one credit per week.
G. This is an existing course.
H. Coordinated with UAA listserv, UAF Army ROTC
I. Course level justification: This is the third course in the senior ROTC advanced course. It is designed to prepare students to transition from cadets to Army Officers.

III. Course Activities:
This class will be conducted in an interactive manner and everyone will be responsible for contributing to the success of the learning experience. Lectures will be brief and interactive. Students will have extensive small group discussions and exercises throughout the class. Time will be given in class to discuss and work on projects and papers.

IV. Course Prerequisites:
MILS A302

Course Co-requisites:
MILS A150

Registration Restrictions:
This course is restricted to contracted ROTC cadets only.

V. Course Evaluation:
Grading Basis: A-F

VI. Outline:
1.0 Safety
2.0 Leadership
2.1 Training Meeting
2.2 Using the Leadership Development Program

3.0 Personal Development
3.1 Developing a Physical Fitness Program
3.2 Effective Writing for Officers
3.3 Combat Stress Management

4.0 Tactics and Techniques
4.1 Performing the Army/Military Decision Making Process
4.2 Evaluating Tactical Performance

5.0 Officership
5.1 How to Conduct an After Action Review
5.2 Warrior Forge After Action Review
5.3 Staff Organization, Roles, and Responsibilities
5.4 Train the Force
5.5 Mission Essential Task List Development
5.6 Conducting Training Meetings and Military Briefings
5.7 Employing the Composite Risk Management Process
5.8 Counseling I
5.9 Counseling II
5.10 Officer Evaluation Report System and Development Support Forms
5.11 Officer Evaluation Report Process
5.12 Non-Commissioned Officer Report and Counseling Process
5.13 Officer Career Management

6.0 Values and Ethics
6.1 Law of War and Rules of Engagement
6.2 Code of Conduct
6.3 The Uniformed Code of Military Justice
6.4 Administrative Discipline and Separation
6.5 Army Leader Ethics
6.6 Joint Ethics Regulations
6.7 Army Leader Ethics – Case Studies

VII. Suggested Text:

VIII. Bibliography:


IX. Instructional Goals, Student Outcomes, and Assessment Procedures:

A. Instructional Goal:
Prepare the student for success at the Basic Officer Leader Course (BOLC) Phase II, (which the student will attend upon graduation and commissioning) and to develop the student into a leader imbued with the Warrior Ethos, who can think critically and will be capable of leading Soldiers in the Contemporary Operating Environment (COE) at their first unit of assignment.

B. Student Outcomes and Assessment Procedures

<table>
<thead>
<tr>
<th>Student Outcomes</th>
<th>Assessment Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>After successful completion of the course, students will be able to do the following:</td>
<td>This outcome will be assessed by one or more of the following:</td>
</tr>
<tr>
<td>Evaluate underclass students using the Leadership Development Program.</td>
<td>Practical exercise</td>
</tr>
<tr>
<td>Apply their role in the Uniform Code of Military Justice process.</td>
<td>Small group presentation and written evaluation</td>
</tr>
<tr>
<td>Institute a unit fitness program that includes methods to reduce stress.</td>
<td>Practical exercise</td>
</tr>
</tbody>
</table>
Course Action Request
University of Alaska Anchorage
Proposal to Initiate, Add, Change, or Delete a Course

1a. School or College
CT CTC

1b. Division
No Division Code

1c. Department
Military Science and Leadership

2. Course Prefix
MILS

3. Course Number
A402

4. Previous Course Prefix & Number
N/A

5a. Credits/CEUs
3.0 CR

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

6. Complete Course Title
Leadership in a Complex World

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  ☐ Repeat Status  ☐ Title  ☐ Cross-Listed/Stacked  ☐ Course Prerequisites  ☐ Co-requisites  ☐ Course Description  ☐ Registration Restrictions  ☐ Other Restrictions:
☐ Class  ☐ Level  ☐ College  ☐ Major

9. Repeat Status No  # of Repeats
N/A  N/A

10. Grading Basis
☒ A-F  ☐ P/NP  ☐ NG

11. Implementation Date
From: Fall/2011 To: /9999

12. ☐ Cross Listed with N/A  ☐ Stacked with N/A

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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<tbody>
<tr>
<td>1. Army ROTC</td>
<td>166-167</td>
<td></td>
<td>08 February 2011</td>
<td>MAJ Elmore</td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Initiator Name (typed): Thomas A. Elmore  Initiator Signed Initials: ___________  Date: ___________

13b. Coordination Email  Date: 08 February 2011
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison  Date: 08 February 2011

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)
Explores the dynamics of leading in the complex situations of current military operations in the contemporary operating environment (COE). Examines differences in customs and courtesies, principles of war, and rules of engagement in the face of international terrorism. Explores aspects of interacting with non-government organizations, civilians on the battlefield, and host nation support.

16a. Course Prerequisite(s) (list prefix and number)
MILS A401

16b. Test Score(s)
N/A

16c. Co-requisite(s) (concurrent enrollment required)
MILS A150

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

16e. Registration Restriction(s) (non-codable)
This course is restricted to contracted ROTC cadets only

17. ☐ Mark if course has fees N/A

18. ☐ Mark if course is a selected topic course

19. Justification for Action
This course is being added as a requirement for the Minor, National Defense, Strategic Studies, and Leadership: Army Emphasis.

Initiator (faculty only)  Date  Dean/Director of School/College  Date
Thomas A. Elmore

Initiator (TYPE NAME)

Approved  Disapproved

Approved  Disapproved
Department Chairperson  Date  Undergraduate/Graduate Academic  Date

Approved  Disapproved  Board Chairperson

Approved  Disapproved  Provost or Designee  Date

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Course Content Guide  
University of Alaska Anchorage  
Community and Technical College  

Department: MILS  
Date: Fall 2011  
Course Number: MILS A402  
Credits: 3.0 CR  
Course Title: Leadership in a Complex World  

I. Course Description:  
Explores the dynamics of leading in the complex situations of current military operations in the contemporary operating environment (COE). Examines differences in customs and courtesies, principles of war, and rules of engagement in the face of international terrorism. Explores aspects of interacting with non-government organizations, civilians on the battlefield, and host nation support.

II. Course Design:  
A. This course is designed for fourth year contracted ROTC students.  
B. Credits: 3.0  
C. Total Student Involvement time: 45+90 hours  
D. This course is required for the Minor in National Defense, Strategic Studies, and Leadership: Army Emphasis  
E. There is no lab fee associated with this course.  
F. This course may be taught in any time frame, but not more than one credit per week.  
G. This is an existing course.  
H. Coordinated with UAA listserv, UAF Army ROTC  
I. Course level justification: This is the final course in the senior ROTC advanced course. It is designed to prepare students to transition from cadets to Army Officers.

III. Course Activities:  
This class will be conducted in an interactive manner and everyone will be responsible for contributing to the success of the learning experience. Lectures will be brief and interactive. Students will have extensive small group discussions and exercises throughout the class. Time will be given in class to discuss and work on projects and papers.

IV. Course Prerequisites:  
MILS A401

Course Co-requisites:  
MILS A150

Registration Restrictions:  
This course is restricted to contracted ROTC cadets only.

V. Course Evaluation:  
Grading Basis: A-F.

VI. Outline:  
1.0 Safety  
2.0 Leadership  
2.1 Training Meeting  
2.2 Platoon Command Team  
3.0 Tactics and Techniques  
3.1 Combat Life Saver
3.2 Force Protection in the Contemporary Operating Environment and Operational Security
3.3 Combat Life Saver Practical Exercise

4.0 Officership
4.1 Army Customs and Courtesies
4.2 Battle Analysis
4.3 The Army Officer I
4.4 The Army Officer II
4.5 Cultural Awareness
4.6 The Army Officer III
4.7 Culture of Terrorism
4.8 The Army Officer IV
4.9 Non-Government Organizations, Civilians on the Battlefield, and Host Nation Support
4.10 Alumni Officer Forum
4.11 Senior Non-Commissioned Officer Forum
4.12 Basic Officer Leader Course Phase II and III Overview
4.13 Battle Analysis Case Studies – Briefs
4.14 Staff Ride
4.15 Supply and Maintenance
4.16 Financial Management
4.17 Installation Support Services for Soldiers and Dependents

5.0 Values and Ethics
5.1 Equal Opportunity
5.2 Prevention of Sexual Harassment
5.3 Sexual Assault Prevention and Response Program

VII. Suggested Text:

VIII. Bibliography:


IX. Instructional Goals, Student Outcomes, and Assessment Procedures:

A. Instructional Goal:
Prepare the student for commission as a 2nd Lieutenant in a component of the United States Army upon graduation from the University of Alaska-Anchorage and prepare them for Basic Officer Leaders Course phase II.

B. Student Outcomes and Assessment Procedures

<table>
<thead>
<tr>
<th>Student Outcomes</th>
<th>Assessment Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>After successful completion of the course, students will be able to do the following:</td>
<td>This outcome will be assessed by one or more of the following:</td>
</tr>
<tr>
<td>Develop and present a Battle Analysis Case study brief of a historic military battle.</td>
<td>Practical exercise</td>
</tr>
<tr>
<td>Analyze the information on a Leave and Earnings Statement.</td>
<td>Written evaluation</td>
</tr>
<tr>
<td>Apply principles of force protection and operational security.</td>
<td>Practical exercise</td>
</tr>
<tr>
<td>Incorporate the Army’s programs on Equal Opportunity, Prevention of Sexual Harassment, and Sexual Assault Prevention and Response into unit training plan.</td>
<td>Written evaluation</td>
</tr>
</tbody>
</table>
ATCC-HAK-UA 08 February 2011

MEMORANDUM FOR

Dean, Community and Technical College
Chair, Undergraduate Academics Board

SUBJECT: Minor for Army and Air Force ROTC Students

1. Currently, Army ROTC student-cadets complete a minimum of 19 credit hours and a maximum of 35 credit hours in order to earn their commission as an officer in the United States Army. Regardless of the individual’s point of entry into the Army ROTC program a minimum of 12 of their credits are upper division credits. This is in addition to the requirement of completing a bachelor’s degree in another field of study at University of Alaska Anchorage.

2. There is no minor at UAA that recognizes their dedication and commitment to improving their knowledge of operations and situations with regards to national defense, strategic studies and leadership. This minor would allow them to have another degree in addition to the bachelor’s degree recognizing the coursework they completed.

3. Additionally some bachelor’s degrees require a minor in addition to their major. The approval of the minor would eliminate the need for a student to take excessive credits in order to complete ROTC, a bachelor's degree, and then another minor if their bachelor's degree requires one for completion.

4. This minor would also allow students to better utilize the GI Bill benefits. Right now some students reach their elective threshold and have to pay for ROTC classes out of pocket because ROTC courses only count as free elective credit and are not associated with a program of study required for graduation.

5. In addition to the minor, Army ROTC is also adding a course on the history of the US Army in order to fulfill a requirement from the United States Army Accessions Command. This requirement states that all student-cadets must complete/pass one-semester or equivalent college-level course in military history from an academic department in the host institution in order to receive their commission.

6. POC for this request is the undersigned at (907) 786-6093 or email: afte@uaa.alaska.edu

THOMAS A. ELMORE
MAJ, EN
UAA Army ROTC
### Program/Prefix Action Request
University of Alaska Anchorage
Proposal to Initiate, Add, Change, or Delete a Program of Study or Prefix

<table>
<thead>
<tr>
<th>1a. School or College</th>
<th>1b. Division choose one</th>
<th>1c. Department Military Science and Leadership</th>
</tr>
</thead>
<tbody>
<tr>
<td>CT CTC</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### 2. Complete Program Title/Prefix
Army ROTC

#### 3. Type of Program
- [ ] OEC
- [ ] Undergrad Certificate
- [ ] AA/AAS
- [ ] Baccalaureate
- [ ] Minor
- [ ] Post Baccalaureate Certificate
- [ ] Graduate
- [ ] Graduate Certificate
- [ ] Doctoral
- [ ] Specialty

#### 4. Type of Action:
- [ ] PROGRAM
- [ ] PREFIX

- [ ] Add
- [ ] Change
- [ ] Delete
- [ ] Inactivate

#### 5. Implementation Date (semester/year)
From: Fall/2011 To: /9999

#### 6a. Coordination with Affected Units
Department, School, or College:

Initiator Name (typed): Thomas A. Elmore
Date:________________
Initiator Signed Initials: _________

#### 6b. Coordination Email submitted to Faculty Listserv (uaa-faculty@lists.uaa.alaska.edu) Date: 08 February 2011

#### 6c. Coordination with Library Liaison Date: 08 February 2011

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

#### 8. Justification for Action
United States Army Cadet Command requires that all students wishing to seek a commission in the United States Army must take a course in the history of the United States Army in addition to their bachelor’s degree and their Military Science and Leadership courses.

Initiator (faculty only) Date
Thomas A. Elmore
Initiator (TYPE NAME)

Approved Disapproved
Dean/Director of School/College
Date

Approved Disapproved
Undergraduate/Graduate Academic
Board Chairperson
Date

Approved
Curriculum Committee Chairperson
Date

Approved
Provost or Designee
Date
1a. School or College
CT CTC

1b. Division
choose one

1c. Department
Military Science and Leadership

2. Complete Program Title/PREFIX
Minor, National Defense, Strategic Studies, and Leadership: Army Emphasis

3. Type of Program
☐ OEC
☐ Undergrad Certificate
☐ AA/AAS
☐ Baccalaureate
☐ Minor
☐ Post Baccalaureate Certificate
☐ Graduate
☐ Graduate Certificate
☐ Doctoral
☐ Specialty

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

PREFIX
☐ Add
☐ Change
☐ Inactivate

5. Implementation Date (semester/year)
From: Fall/2011 To: 9999

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

6b. Coordination Email submitted to Faculty Listserv (uaa-faculty@lists.uaa.alaska.edu)
Date: 08 February 2011

6c. Coordination with Library Liaison
Date: 08 February 2011

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

8. Justification for Action
Army ROTC Cadets complete a minimum of 19 credit hours and a maximum of 35 credit hours in order to earn their commission. 12 of those credits, regardless of their point of entry into the programs, are upper division credits. The approval of the minor would eliminate the need for a student to take excessive credits in order to complete ROTC, a bachelor's degree, and then another minor if the bachelor's degree requires one for completion. It would also allow students to better utilize the GI Bill benefits, as some students reach their elective threshold and have to pay for ROTC classes out of pocket.

Initiator (faculty only)
Date
Thomas A. Elmore

Initiator (TYPE NAME)

☑ Approved
☐ Disapproved

☑ Approved
☐ Disapproved

☑ Approved
☐ Disapproved

☑ Approved
☐ Disapproved

☑ Approved
☐ Disapproved

Dean/Director of School/College
Date

Undergraduate/Graduate Academic Board Chairperson
Date

Provost or Designee
Date
ARMY ROTC

The Army Reserve Officers’ Training Corps (ROTC) Program is America’s primary officer training program. Army ROTC in a cooperative effort by the United States Army and UAA educate, train, and prepare students to serve as officers in the Regular Army, Army Reserve, or Army National Guard. Army ROTC has two-, three-, and four-year programs that lead to a commission as a Second Lieutenant. Army ROTC is divided into a basic course for freshmen and sophomores and the advanced course for juniors and seniors. Programs and courses can be adjusted to meet specific needs of individual students who desire to enroll but are past their freshmen year. Upon completion of Army ROTC, students will receive a minor in National Defense, Strategic Studies, and Leadership: Army Emphasis. The courses focus on military history, Army force structure, leadership, time and stress management, decision making through academic instruction, and operations in the Contemporary Operating Environment. Non-contracted students may take the 100- and 200-level academic courses without incurring a military obligation. However, certain courses require prerequisites or faculty permission.

The leadership and physical training laboratory provides practical military training. Activities include staff rides to Army bases, physical fitness training, conducting drill and ceremony, and leadership exercises. To attend the leadership laboratory, UAA students must not have a medical condition that would preclude service in the Armed Forces.

To become an officer through Army ROTC, a student must, at a minimum, complete the two-year program (300- and 400-level courses plus leadership laboratory), the Leader Development and Assessment Course, and earn a baccalaureate degree in any major from UAA. Upon graduation and commissioning, new lieutenants must serve eight years in the Regular Army, Army Reserves, and/or Army National Guard.

Students who commission through Army ROTC will also receive a minor in National Defense, Strategic Studies, and Leadership: Army Emphasis.

Three hours of mandatory Physical Training (PT) are required each week along with a one hour lab. Times and location of PT sessions to be announced.

Two-Year Program
1. Available to UAA students with two years remaining until graduation. Students must take the courses listed below and complete Leader’s Training Course before starting the 300-level courses and complete Leader Development and Assessment Course before starting the 400-level courses.
   - MILS A250 History of the United States Army 3
   - MILS A301 Adaptive Team Leadership 3
   - MILS A302 Applied Team Leadership 3
   - MILS A401 Adaptive Leadership 3
   - MILS A402 Leadership in a Complex World 3
   - MILS A150 Army ROTC Leadership Laboratory (1) 4

Three-Year Program
1. Available to UAA students with three years remaining until graduation. Cadets must take the courses listed below and complete Leader Development and Assessment Course before starting the 400-level courses.
   - MILS A201 Foundations of Leadership 3
   - MILS A202 Foundations of Tactical Leadership 3
   - MILS A250 History of the United States Army 3
   - MILS A301 Adaptive Team Leadership 3
   - MILS A302 Applied Team Leadership 3
   - MILS A401 Adaptive Leadership 3
   - MILS A402 Leadership in a Complex World 3
   - MILS A150 Army ROTC Leadership Laboratory (1) 6
2. Students take MILS A150 (Army ROTC Leadership Laboratory) each semester for a total of six semesters and 6.0 credits. Academic courses are taken in the order listed, beginning with MILS A201 in the fall semester.

Four-Year Program
1. Available to UAA students with four years remaining until graduation. Cadets must take the courses listed below and complete Leader Development and Assessment Course before starting the 400-level courses.
   - MILS A101 Leadership and Personal Development 3
   - MILS A102 Introduction to Tactical Leadership 3
   - MILS A201 Foundations of Leadership 3
   - MILS A202 Foundations of Tactical Leadership 3
   - MILS A250 History of the United States Army 3
   - MILS A301 Adaptive Team Leadership 3
   - MILS A302 Applied Team Leadership 3
   - MILS A401 Adaptive Leadership 3
   - MILS A402 Leadership in a Complex World 3
   - MILS A150 Army ROTC Leadership Laboratory (1) 8

2. Students take MILS A150 (Army ROTC Leadership Laboratory) each semester for a total of eight semesters and 8.0 credits. Academic courses are taken in the order listed, beginning with MILS A101 in the fall semester.

Minor, National Defense, Strategic Studies, and Leadership: Army Emphasis
Students majoring in another subject who wish to minor in National Defense and Strategic studies must complete the following requirements. A minimum of 19 credits are required for the minor, 12 credits of which must be upper division. Students will take credits Military Science and Leadership department and must complete the all coursework in its entirety.

   Term 1
   - MILS A301 Adaptive Team Leadership 3
   - MILS A150 Army ROTC Leadership Laboratory 1

   Term 2
   - MILS A302 Applied Team Leadership 3
   - MILS A150 Army ROTC Leadership Laboratory 1

   Term 3
   - MILS A401 Adaptive Leadership 3
   - MILS A150 Army ROTC Leadership Laboratory 1

   Term 4
   - MILS A402 Leadership in a Complex World 3
   - MILS A150 Army ROTC Leadership Laboratory 1

   May be taken during any term
   - MILS A250 History of the United States Army 3

Scholarships and Incentive Payments
Army ROTC has numerous scholarship and incentive programs for high school seniors planning to enroll at UAA and for college students currently enrolled or planning to enroll at UAA. All students receiving a scholarship or incentive payment must be a full-time student (at least 12 semester credits for undergraduate or 9 semester credits for graduate students).

1. High school seniors can compete for Army ROTC scholarships that pay tuition, fees, and books at any university with an Army ROTC program. The scholarship includes a monthly stipend. Students can obtain applications from www.goarmy.com/rotc/scholarships.jsp, the UAA Army ROTC office or from a high school guidance counselor. Applications must be postmarked no later than January 10th of a student’s senior year. High school seniors may also compete for an Army ROTC scholarship locally at the UAA level. Contact UAA Army ROTC for more information.

2. Army ROTC at UAA has several scholarship options for college students. These scholarships cover tuition, fees, and books for freshmen, sophomores, juniors, and seniors. Scholarships also include a monthly stipend. Students compete for these scholarships during the academic term prior to activation. For example, a fall 100-level student can compete for a scholarship that would start in the spring of the student’s 100-level year.
3. All scholarships and incentives are subject to federally mandated age restrictions. Contact Army ROTC at UAA or www.goarmy.com/rotc/scholarships.jsp for more information.

COMMISSIONING
After completing the Army ROTC Program, graduating from UAA, and passing a commissioning physical, cadets will receive a commission as a Second Lieutenant in the United States Army.

1. Second Lieutenants will usually begin their Basic Officer Leaders Course Phase II within one year of commissioning. Students compete nationally for their branch based on a combined score consisting of their GPA, On-Campus Evaluations, and Leader Development and Assessment Course Evaluation. The United States Army has 17 branches with multiple careers in each one. Students receive the branch assignments during the 400-level year and will serve four years in the United States Army after commissioning.

3. Students may also compete for medical and law school appointments. Scholarships cover tuition, fees, and books for a student’s undergraduate and medical school programs. Army ROTC at UAA has more information on this highly competitive program.

FACULTY

LTC Steven J. Patin, Assistant Professor
MAJ Thomas A. Elmore, Assistant Professor/Chair
Master Sergeant Donald G. Ramey, Assistant Professor
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>CT CTC</td>
<td>ACAH Div of Culinary Arts</td>
<td>Culinary Arts</td>
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<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>
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<tr>
<td>CA</td>
<td>A223</td>
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<td>(Lecture + Lab)</td>
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<th>8. Type of Action:</th>
<th>9. Repeat Status No</th>
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<tr>
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<td>Add or Change or</td>
<td># of Repeats</td>
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<tr>
<th>10. Grading Basis</th>
<th>11. Implementation Date</th>
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<tbody>
<tr>
<td>A-F</td>
<td>semester/year</td>
</tr>
<tr>
<td>P/NP</td>
<td>From: Fall 2011 To: 9/999</td>
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<table>
<thead>
<tr>
<th>12. Cross Listed with</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stacked</td>
</tr>
</tbody>
</table>

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

13b. Coordination Email Submitted to Faculty Listserv. (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison Date: 2/21/2011

14. General Education Requirement

Mark appropriate box:

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

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

Introduces fundamental concepts of catering management, planning and production.

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

CA A101 and CA A103 and CA A104 and CA A107 and CA A110, and CA A111 with grade of C or higher.

16b. Test Score(s)

N/A

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

N/A

16d. Other Requirement(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

Through the process of periodic curriculum revision to make the course current, course credits, title, description, contact hours, prerequisites and CCG have all been amended.

Initiator Name (typed): Naomi Everett

Initiator Signed Initials: [Signature]

Initiator Name (faculty only)

Naomi Everett

Initiator (TYPE NAME)

[Signature]

[Date] 3/4/11

[Approved by Dean/Director of School/College]

[Date] 3/4/11

[Approved by Undergraduate/Graduate Academic Board Chairperson]

[Date] 3/4/11

[Approved by Provost or Designee]

[Date] 3/4/11

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Course Content Guide
University of Alaska Anchorage
Community and Technical College

Department: ACAH
Course Number: CA A223
Course Title: Catering Management
Date: Spring 2011
Credits: 2.0

I. Course Description:
Introduces fundamental concepts of catering management, planning and production.

II. Course Design:
A. Required course designed for students in the Culinary Arts major.
B. 2.0 credits.
C. Total student time: 15 hrs. lecture + 60 hrs. lab + 15 hrs. outside work 90 hrs.
D. This course is required for the A.A.S, Culinary Arts.
E. A one-time lab fee is charged at the beginning of each semester.
F. May be taught in any time frame, but not less than 3 weeks.
G. This is a revised course.
H. This course coordinated with UAA Listserv.
I. Course level justification: Introduces knowledge and develops basic skills.

III. Course Activities:
Course lecture and lab will be conducted in class/lab. Reading of assigned information, catering concept planning, costing, lab participation, food/beverage production and service will comprise course activities.

IV. Course Prerequisites:
CA A101 and CA A103 and CA A104 and CA A107 and CA A110 and CA A111 with grade of C or higher.

V. Course Evaluation:
Course will be graded A-F.

VI. Course Outline:
1.0 Safety
1.1 Campus/Classroom
1.2 Emergency Procedures
2.0 Types of Catering Operations
2.1 Full-service Restaurant Operation
2.2 Hotel Operation
2.3 Catering Hall Operation
2.4 Private Club/Estate Operation
2.5 Contract Feeding Operation

3.0 Customer Relations
3.1 Hospitality Attitude
3.2 Know the Market
3.3 Awareness of Customer Needs
3.4 Service Standards
3.5 Styles of Service
3.6 The Contract

4.0 Catering Menu Development and Pricing
4.1 Menu Formats
4.2 Exploring Catering Concepts and Themes
4.3 Menu Mix
4.4 Menu Pricing
4.5 Production Forecasting

5.0 Production and Service Logistics
5.1 Catering Order
5.2 Procurement
5.3 Production Schedule
5.4 Staffing
5.5 Event Rehearsal
5.6 Establishing Quality Service Standards

6.0 Managing operations
6.1 Managing Equipment
6.2 The Role of the Steward
6.3 Set-up and Breakdown
6.4 Safety in the Catering Environment

VII. Suggested Text(s):

VIII. Bibliography:


IX. Instructional Goals, Student Outcomes, and Assessment Procedures:

A. Instructional Goal:

Introduce logistics of planning and preparing for various types of catered events.

B. Student Outcomes/Assessment Procedures:

<table>
<thead>
<tr>
<th>Student Outcomes</th>
<th>Assessment Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>After successful completion of the course, students will be able to do the following:</td>
<td>This outcome will be assessed by one or more of the following:</td>
</tr>
<tr>
<td>Identify various types of catering operations and services.</td>
<td>Discussion</td>
</tr>
<tr>
<td>Demonstrate mock customer interaction.</td>
<td>Project Role play</td>
</tr>
<tr>
<td>Devise event menus, function orders, and finalized contracts.</td>
<td>Project Role play Group work</td>
</tr>
<tr>
<td>Cost menus and events.</td>
<td>Project Group work</td>
</tr>
<tr>
<td>Plan logistics for event production, set-up, delivery and breakdown.</td>
<td>Project Group work</td>
</tr>
</tbody>
</table>
March 4, 2011

COVER MEMO

To: Dr. Karen Schmitt, Dean/CTOA
   Undergraduate Academic Board, Chair

From: Tim Doebler, Director
      Culinary Arts & Hospitality/Dietetics & Nutrition

RE: Hospitality and Restaurant Management (BA), catalog copy changes

I am submitting changes to the catalog copy for the Hospitality and Restaurant Management degree (BA). This updating of said catalog copy is necessary as there have been many recent changes to the National Student Exchange program (NSE), and to the course sequencing at NAU and UNLV (the two program options available to majors through NSE), and finally to the prerequisites and registration restrictions for several of the Dietetic and Nutrition courses comprising the Nutrition Core study area.

This proposed revision to catalog copy will make the content current.

Attached:

- PAR form
- Revised catalog copy with edits reflecting deletions and additions
### Program/Prefix Action Request

**University of Alaska Anchorage**

**Proposal to Initiate, Add, Change, or Delete a Program of Study or Prefix**

<table>
<thead>
<tr>
<th>1a. School or College</th>
<th>1b. Division</th>
<th>1c. Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>CT CTC</td>
<td>ACAH Div of Culinary Arts Hosp</td>
<td>Culinary Arts &amp; Hospitality</td>
</tr>
</tbody>
</table>

#### 2. Complete Program Title/Prefix

**Hospitality and Restaurant Management**

#### 3. Type of Program

- [ ] OEC
- [ ] Undergrad Certificate
- [ ] AA/AAS
- [x] Baccalaureate
- [ ] Minor
- [ ] Post Baccalaureate Certificate
- [ ] Graduate
- [ ] Graduate Certificate
- [ ] Doctoral
- [ ] Specialty

#### 4. Type of Action:

**PROGRAM**

- [ ] Add
- [x] Change
- [ ] Delete

**PREFIX**

- [ ] Add
- [ ] Change
- [ ] Inactivate

#### 5. Implementation Date (semester/year)

From: Summer/2011  
To: 9/9999

#### 6a. Coordination with Affected Units

**Department, School, or College:** CTC

Initiator Name (typed): Naomi Everett

Initiator Signed Initials: [Signature]

Date: 3/4/11

#### 6b. Coordination Email submitted to Faculty Listserv (uaa-faculty@lists.uaa.alaska.edu)

Date: 2/28/2011

#### 6c. Coordination with Library Liaison

Date: 2/28/2011

#### 7. Title and Program Description - Please attach the following:

- [ ] Cover Memo
- [x] Catalog Copy in Word using the track changes function

#### 8. Justification for Action

This proposed change to catalog copy for the BA Hospitality and Restaurant Management is necessary due to recent changes to the National Student Exchange (NSE) program, course sequencing at exchange programs at NAU and UNLV, and also due to prerequisite and registration restriction changes made to the Dietetics and Nutrition Curriculum.

---

**Naomi Everett** 3/4/11

**Dean/Director of School/College** 03.04.11

**Undergraduate/Graduate Academic Board Chairperson**

**Provost or Designee**

---

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Bachelor of Arts, Hospitality and Restaurant Management

The Hospitality and Restaurant Management program produces graduates who are not only prepared for entry-level work positions in the rapidly expanding and varied foodservice, hospitality and tourism industry, but also who can confidently advance to middle- and upper-level management opportunities because of their formal training and education.

Program Outcomes
At the completion of this program, students are able to:

1. Apply theories and concepts of baking and cooking and implement necessary techniques to operate or function in a commercial kitchen and bakery.
2. Demonstrate ability to practice concepts of customer service and operate front desk operations for lodging venues.
3. Analyze the food, beverage and lodging cost-control cycle and accounting practices, and implement controls to maintain costs and ensure profitability.
4. Demonstrate the ability to implement sales, marketing and promotion, and utilize resources to develop and implement marketing plans for foodservice, lodging, and tourism venues.
5. Discuss the importance of the manager’s role and ethics associated with executive management and how they lead and inspire staff to achieve mission and goals.
6. Identify health, building, and fire codes and implement requirements to maintain a safe hospitality environment.

Admission Requirements
1. Complete the Admission to Baccalaureate Programs Requirements in Chapter 7, Academic Standards and Regulations.
2. Request an admission and advising packet. Complete and return the application form to the department. This form opens an individual student portfolio which is used to advise students throughout their program of study and to contain important career planning and placement materials.

Advising
Call the Culinary Arts and Hospitality Department at (907) 786-4728, for an appointment with a faculty advisor to plan a personal program of study.

Contact Advising and Testing (786-4500) to take a UAA-approved placement test of mathematics, reading, and writing skills. Place a copy of the results in the department portfolio. SAT, ACT and other postsecondary transcripts may also be submitted to the department. These records will be used for advising only.

Degree Requirements
1. Complete the General University Requirements for Baccalaureate Degrees listed at the beginning of this chapter.
2. Complete the General Education Requirements for Baccalaureate Degrees listed at the beginning of this chapter.
3. Students are highly encouraged to coordinate their course selection with the program academic advisor. Some courses that may fulfill General Education Requirements and baccalaureate requirements are prerequisites to required business core courses. To avoid taking additional courses later, it is highly recommended students complete ECON A201 and ECON A202.
4. A minimum of 3 credits of General Education Requirements must be at the 300- or 400-level to meet the upper division credit requirements for this degree.
5. Complete the Culinary Core, Business Core and one of the three emphasis study core options listed below.

Major Requirements
1. Culinary Core
   Complete all of the following courses (31 credits):
   - CA A101 Hospitality industry: Careers, Trends, and Practices 2
   - CA A103 Culinary Skill Development 4
   - CA A104 Sanitation 2
   - CA A107 Cost Control 3
   - CA A110 Quantity Food Purchasing 2

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2. **Business Core**
   Complete all of the following courses (30 credits):
   
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT A201</td>
<td>Principles of Financial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACCT A202</td>
<td>Principles of Managerial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>BA A300</td>
<td>Organizational Theory and Behavior</td>
<td>3</td>
</tr>
<tr>
<td>BA A343</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>BA A361</td>
<td>Human Resource Management</td>
<td>3</td>
</tr>
<tr>
<td>BA A381</td>
<td>Consumer Behavior</td>
<td>3</td>
</tr>
<tr>
<td>BA A463</td>
<td>Promotion Management</td>
<td>3</td>
</tr>
<tr>
<td>BA A488</td>
<td>Environment of Business</td>
<td>3</td>
</tr>
<tr>
<td>CIS A110</td>
<td>Computer Concepts in Business</td>
<td>3</td>
</tr>
<tr>
<td>STAT A252</td>
<td>Elementary Statistics</td>
<td>3</td>
</tr>
</tbody>
</table>

*Note: To meet prerequisites, these courses must be taken in a certain sequence. You are encouraged to plan your course schedule with the program advisor.*

3. **There are three emphasis study core options in this degree program. In addition to General Education Requirements, students will complete a culinary core, a business core and then have the option to complete an emphasis study core in hospitality, hotel, restaurant management, convention and catering management or tourism at the Northern Arizona University (NAU) or University of Nevada Las Vegas (UNLV).**

   Or, students may complete a nutrition emphasis study core at UAA.

   The emphasis study cores at either NAU or UNLV require two semesters to complete. Students have the option of attending NAU or UNLV or may complete the coursework via distance-delivered courses. Please note that students may have to pay nonresident tuition for out-of-state study if they do not apply for National Student Exchange (NSE).

   **Two semesters prior to transferring to either NAU or UNLV students are highly encouraged to apply for NSE. UNLV requires transfer students to have an overall GPA of 2.50.**

   Students who wish to attend NAU or UNLV are highly encouraged to apply for National Student Exchange as this greatly minimizes the amount of out-of-state tuition paid. Students must have a 2.50 min. GPA to meet NSE eligibility requirements.

   **Special note: It is possible to complete NAU or UNLV coursework via distance delivery. This requires special coordination with the UAA program academic advisor.**

   Also, due to course scheduling at NAU or UNLV, certain courses may not be available while student is on exchange. Other 300/400 level hotel, restaurant, tourism management courses may be considered for substitution with prior approval from the UAA program academic advisor.

1. **Northern Arizona University (NAU) Hospitality Core (24 credits):**
   a. Complete the following:
      
      | Course   | Title                                      | Credits |
      |----------|--------------------------------------------|---------|
      | HA 335   | Hospitality Law                            | 3       |
      | HA 345   | Human Resource Management                  | 3       |
      | HA 355   | Food and Beverage Cost Control             | 3       |
      | HA 400   | Hospitality Sales Management               | 3       |
      | HA 490C  | Senior Seminar (last semester at NAU)      | 3       |
   
   b. Additionally, complete three courses from the following:
      
      | Course   | Title                                      | Credits |
      |----------|--------------------------------------------|---------|
      | HA 340   | Beverage and Bar Operations (3)            | 9       |
      |          | (Must be 21 or older)                      |         |
      | HA 390   | International Hospitality Operations (spring/fall) (3) |         |
      | HA 401   | Resort Management (spring) (3)             |         |
II. University of Nevada Las Vegas (UNLV) Hospitality Core (24 credits):
   a. Complete the following:
      HMD 114 Lodging Operations 3
      HMD 202 Exec. Planning/Housekeeping Operations 3
      HMD 395 Facilities Management 3
      HMD 401 Hotel Law 3
      HMD 410 Hospitality Security/Preservation of Assets 3
      TCA 379 Catering Sales and Operations 3
      TCA 385 Convention Service Management 3
      HMD or TCA Elective (300 level or higher) 3

III. University of Alaska Anchorage Nutrition Core (24 credits):
   a. Complete the following:
      DN A145 Child Nutrition 3
      DN A147 Geriatric Nutrition 3
      DN A101 Principles of Nutrition (3)
      Or:
      DN A203 Nutrition for the Health Sciences (3) 3
      DN A150 Nutrition through the Lifecycle 3
      DN A155 Survey of Alaska Native Nutrition (3) 3
      Or:
      DN A215 Sports Nutrition (3)
      DN A303 Preventive and Therapeutic Nutrition 3
      DN A315 World Food Patterns 3
      DN A350 Foodservice Systems and Quantity Foods 3
      DN A355 Weight Management and Eating Disorders 3
      DN A450 Dietetic Management 3
      DN A415 Community Nutrition 3

Note: The Nutrition Core can be completed entirely online through UAA.

4. Internship Requirement
   CA A495 Hospitality Internship 6

5. A minimum of 125 credits is required for the degree of which 42 must be upper division. Of those 42 upper division credits a total of 24 must be completed in residence at UAA.

FACULTY

Timothy Doebler, Director, AFTWD@uaa.alaska.edu
Anne Bridges, Associate Professor, AFA@uau.alaska.edu
Amy Green, Assistant Professor, AFAMG@uau.alaska.edu
Carrie King, Associate Professor, AFDK@uau.alaska.edu
Kendra Sticks, Assistant Professor, AFKDS@uau.alaska.edu
Amanda Walch, Assistant Professor, AFW01@uau.alaska.edu
Vern Wolfman, Instructor, AFVWA@uau.alaska.edu
Naomi Everett, Assistant Professor -Instructor, AFNSE@uau.alaska.edu
Course Action Request  
University of Alaska Anchorage  
Proposal to Initiate, Add, Change, or Delete a Course

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<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>DN</td>
<td>A150</td>
<td>N/A</td>
<td>3.0 Credits</td>
<td>(Lecture + Lab)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(3+0)</td>
</tr>
</tbody>
</table>

6. Complete Course Title  
Nutrition Through the Life Cycle  
Nutr. Through the Life Cycle

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

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

9. Repeat Status No  # of Repeats  N/A  Max Credits  N/A

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

11. Implementation Date  
From: Fall 2011  
To: 9/9999

12. ☐ Cross Listed with N/A  ☐ Stacked with N/A  

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>
</tr>
</thead>
<tbody>
<tr>
<td>BS Dietetics</td>
<td>New program, not in 2010-11 catalog</td>
<td>1/6/11</td>
<td>Tim Doebleer</td>
<td></td>
</tr>
<tr>
<td>BS Nutrition</td>
<td>Page 193</td>
<td>1/6/11</td>
<td>Tim Doebleer</td>
<td></td>
</tr>
<tr>
<td>BA Hospitality &amp; Restaurant Management</td>
<td>Page 188</td>
<td>1/6/11</td>
<td>Tim Doebleer</td>
<td></td>
</tr>
</tbody>
</table>

Initiator Name (typed): Amanda Walch  
Initiator Signed Initials: JAW

13b. Coordination Email  
Date: 2/17/11  
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison  
Date: 

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)  
Introduces nutritional needs and dietary recommendations through the life cycle: newborns, infants, toddlers, preschool and school-age children, adolescents, adults and the elderly. Covers common childhood, adolescent, adult and elderly conditions and corresponding nutrition interventions.

16a. Course Prerequisite(s) (list prefix and number)  
None

16b. Test Score(s)  
None

16c. Co-requisite(s) (concurrent enrollment required)  
None

16d. Other Restriction(s)  
None

16e. Registration Restriction(s) (non-codeable)  
None

17. ☐ Mark if course has fees N/A

18. ☐ Mark if course is a selected topic course

19. Justification for Action  
National standards for undergraduate Nutrition and Dietetics education prescribes that a minimum of one Life Cycle Nutrition course is offered. This was also a suggestion at a recent accreditation site visit. The development of this course will align the Dietetics and Nutrition program to current practice.

Initiator (faculty only)  
Amanda Walch  
Initiator (TYPE NAME)  

Approved  
Disapproved

Approved  
Disapproved

Approved  
Disapproved

Approved  
Disapproved

Disapproved

Disapproved

Disapproved

Disapproved

Disapproved

Signed  
Date

Approved  
Dean/Director of School/College  
Date

Approved  
Undergraduate/Graduate Academic Board Chairperson  
Date

Approved  
Provost or Designee  
Date

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Course Content Guide

Department: Culinary Arts, Hospitality, Dietetics & Nutrition  Date: 03/04/11

Course Number: DN A150

Course Title: Nutrition Through the Life Cycle

Credits: 3.0

I. Course Description:

Introduces nutritional needs and dietary recommendations through the life cycle: newborns, infants, toddlers, preschool and school-age children, adolescents, adults and the elderly. Covers common childhood, adolescent, adult and elderly conditions and corresponding nutrition interventions.

II. Course Design:

A. Designed for students in dietetics and nutrition, early childhood education through adult education, health professional fields, and those interested in health and nutrition.

B. 3.0 credits,

C. Total time of student involvement – 135 hours per semester.
   a. Lecture: 3 hours per week instruction.
   b. Homework: 6 hours per week outside, including reading, study or information gathering.

D. Required for BS in Dietetics, BS in Nutrition and BA in Hospitality & Restaurant Management.

E. No lab fee.

F. Course may be taught during any time frame, but not less than three weeks.

G. This is a new course.

H. Coordinated with Early Childhood Education, Gerontology Minor and UAA faculty listserv.

I. Course level justification: No prior knowledge of nutrition is required for this course.

III. Course Activities:

Course activities will be composed of course lectures and discussion. Reading of assigned information and projects including a nutrient analysis assignment, research on special diet and nutrition conditions, and an assignment on current nutrition programs will comprise outside activities.
IV. Course Prerequisite:
None.

V. Course Evaluation:
1. Grading Basis: A – F
2. Grades will be based on homework assignments and written tests. Specific grading
   criteria will be discussed in the syllabus.

VI. Outline:
1.0 Safety
   1.1 Campus or Online Safety
   1.2 Classroom and Laboratory or Virus Protection

2.0 Nutrition Basics
   2.1 Classification of Nutrients
   2.2 Dietary Intake Standards
   2.3 Diet Planning Guides
   2.4 Nutrition Labels

3.0 Nutrition During Preconception and Pregnancy
   3.1 Nutrition-Related Disruptions in Fertility
   3.2 Recommended Dietary Intakes for Preconceptional and Pregnant Women
   3.3 Healthy Diets for Pregnancy
   3.4 Embryonic and Fetal Growth and Development

4.0 Lactation
   4.1 Physiology of Lactation
   4.2 Human Milk Composition
   4.3 Benefits and Contraindications of Breastfeeding
   4.4 The Breastfeeding Infant
   4.5 Infant Allergies
   4.6 Maternal Diet
5.0 Newborn and Infant Nutrition (0-12 months)
   5.1 Energy and Nutrient Needs
   5.2 Breastfeeding and Formula Feeding
   5.3 Development of Infant Feeding Skills
   5.4 Introduction of Solids
   5.5 Common Nutrition Problems

6.0 Toddler and Preschool Nutrition
   6.1 Normal Growth and Development
   6.2 Energy and Nutrient Needs
   6.3 Common Nutrition Problems

7.0 School-Age and Adolescent Nutrition
   7.1 Normal Growth and Development
   7.2 Energy and Nutrient Needs
   7.3 Common Nutrition Problems
   7.4 Promoting Healthy Eating and Physical Activity Behaviors
   7.5 Special Conditions and Interventions

8.0 Adult Nutrition
   8.1 Physiological Changes During Adulthood
   8.2 Energy and Nutrient Needs
   8.3 Common Nutrition Problems
   8.4 Physical Activity Recommendations
   8.5 Nutrition Intervention for Risk Reduction

9.0 Nutrition for the Older Adult
   9.1 Physiological Changes in the Older Adult
   9.2 Nutrition Assessment of Older Adults
   9.3 Energy and Nutrient Needs
   9.4 Food Safety Recommendations
   9.5 Nutrition Intervention for Risk Reduction

10.0 Health Issues and Related Nutrition Considerations for Older Adults
   10.1 Cardiovascular System
   10.2 Diabetes
   10.3 Overweight and Underweight
   10.4 Bone Health
10.5 Gastrointestinal Diseases
10.6 Inflammatory Diseases
10.7 Cognitive Disorders
10.8 Institutional Living

11.0 Community Food and Nutrition Programs for Age-Specific Populations
  11.1 Community Resources
  11.2 Public Policy
  11.3 Health Promotion and Disease Prevention
  11.4 Nutrition Education Resources and Tools

12.0 Food Selection and Meal Planning for Age-Specific Populations
  12.1 Factors Affecting Food Selection at Different Stages of the Life Cycle
  12.2 Meal Planning and Food Purchasing Considerations

VII. Suggested Text(s):


VIII. Bibliography


IX. Instructional Goals, Student Outcomes, and Assessment Procedures:

A. Instructional Goal:

Introduce the nutritional needs of children, adults and the elderly. Present common childhood, adult and elderly conditions and corresponding nutrition interventions.
B. Student Outcomes/Assessment Procedures:

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<thead>
<tr>
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<tr>
<td>After successful completion of the course, students will be able to do the following:</td>
<td>This outcome will be assessed by one or more of the following:</td>
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<tr>
<td>List energy and nutrient needs for each stage of life.</td>
<td>Discussion</td>
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<td></td>
<td>Exam</td>
</tr>
<tr>
<td>Identify areas for improvement in dietary intake of children, adults and the elderly.</td>
<td>Project</td>
</tr>
<tr>
<td>Outline approach to addressing specialized diets of a nutrition condition.</td>
<td>Project</td>
</tr>
<tr>
<td>Research nutrition programs available at each stage of life.</td>
<td>Assignment</td>
</tr>
<tr>
<td>Explain common childhood, adult and elderly conditions and corresponding nutrition interventions.</td>
<td>Discussion</td>
</tr>
<tr>
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<td>Group work</td>
</tr>
<tr>
<td></td>
<td>Exam</td>
</tr>
</tbody>
</table>
March 4, 2011

COVER MEMO

To: Dr. Karen Schmitt, Dean/CTE
   Undergraduate Academic Board (UAB), Chair

From: Amanda Walch, Asst. Professor
      Dietetics and Nutrition

Through: Tim Doepler, Director
         Culinary Arts & Hospitality/Dietetics & Nutrition

RE: BS Dietetics and BS Nutrition catalog copy changes

I am submitting changes to the catalog copy for the BS in Dietetics and the BS in Nutrition. This updating of said catalog copy is necessary as there have been changes to course offerings resulting from curriculum revision.

This proposed revision to catalog copy will make the content current.

Attached: - PAR forms
          - Revised catalog copy with edits reflecting deletions and additions
Program/Prefix Action Request
University of Alaska Anchorage
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</table>

2. Complete Program Title/Prefix
Dietetics and Nutrition

3. Type of Program
- OEC
- Undergrad Certificate
- Post Baccalaureate Certificate
- Graduate Certificate
- Graduate
- Graduate Certificate
- Doctoral
- Minor
- Specialty

4. Type of Action:
- PROGRAM
  - Add
  - Change
  - Delete
- PREFIX
  - Add
  - Change
  - Inactivate

5. Implementation Date (semester/year)
From: Fall 2011 To: 2099

6a. Coordination with Affected Units
Initiator Name (typed): Amanda Walch
Initiator Signed Initials: AW Date: 3-4-11

6b. Coordination Email submitted to Faculty Listserv (uaa-faculty@lists.uaa.alaska.edu) Date: 2/28/2011

6c. Coordination with Library Liaison
Date: 2/28/2011

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

8. Justification for Action
This proposed change to catalog copy for the BS in Dietetics is necessary due to changes in course offerings resulting from curriculum revision.

Initiator (faculty only)
Amanda Walch

Approved
Disapproved

Dean/Director of School/College

Approved
Disapproved

Department Chairperson

Approved
Disapproved

Curriculum Committee Chairperson

Approved
Disapproved

Undergraduate/Graduate Academic Board Chairperson

Approved
Disapproved

Provost or Designee

Approved
Disapproved
Program/Prefix Action Request  
University of Alaska Anchorage  
Proposal to Initiate, Add, Change, or Delete a Program of Study or Prefix

1a. School or College  
CT CTC

1b. Division  
AACA Div of Culinary Arts Hosp

1c. Department  
Dietetics and Nutrition

<table>
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<tr>
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| 3. Type of Program               | OEC  | Undergrad Certificate | AA/AS  | Baccalaureate  | Minor |
|                                  |      | Graduate Certificate  |       |                |       |

| 4. Type of Action:               | PROGRAM | PREFIX |
|                                  | Add | Change |
|                                  |    |        |
|                                  |    | Inactivate |

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<th>6a. Coordination with Affected Units</th>
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<tr>
<td>Initiator Name (typed): Amanda Walch</td>
<td>Initiator Signed Initials: AW Date: 3-4-11</td>
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| 6b. Coordination Email submitted to Faculty Listserv (uaa-faculty@lists.uaa.alaska.edu) | Date: 2/28/2011 |

| 6c. Coordination with Library Liaison | Date: 2/28/2011 |

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

| 8. Justification for Action | This proposed change to catalog copy for the BS in Nutrition is necessary due to changes in course offerings resulting from curriculum revision. |

<table>
<thead>
<tr>
<th>Initiator (faculty only)</th>
<th>Amanda Walch</th>
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</thead>
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<td>Date</td>
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<table>
<thead>
<tr>
<th>Department Chairperson</th>
<th>Approved</th>
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</thead>
<tbody>
<tr>
<td>Disapproved</td>
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<table>
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<tr>
<th>Curriculum Committee Chairperson</th>
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<table>
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<tr>
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<tbody>
<tr>
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<tr>
<td>Disapproved</td>
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</tbody>
</table>

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Dietetics and Nutrition
Lucy Cuddy Hall (CUDY), Room 126, (907) 786-4728
www.uaa.alaska.edu/ctc/culinary/index.cfm

The Culinary Arts, Hospitality, Dietetics and Nutrition department seeks to meet the growing needs of the dietetics and nutrition industry by training entry-level registered dietitians, community nutrition and nutrition science professionals. Four undergraduate academic areas of study are offered:

Bachelor of Science in Dietetics provides the first step to meeting the eligibility requirements to take the national Registered Dietitian (RD) exam. RDs are health care professionals who provide Medical Nutrition Therapy and consultative service in health care and wellness settings. In order to complete the eligibility requirements for the RD exam, students must complete the coursework for a Bachelor degree, in a Commission on Accreditation in Dietetics Education (CADE) accredited program, in addition to completing a 1200 hour CADE accredited dietetic internship.

Bachelor of Science in Nutrition

Community Nutrition Emphasis, is for students who are interested in non-RD required jobs in public health, health promotion and wellness settings, including Special Supplemental Nutrition Program for Women, Infants, and Children (WIC). Graduates of this degree track will work cooperatively with other professionals, and are often supervised by RDs, to improve the health and well-being of individuals and communities.

Nutrition Science Emphasis is for students who are interested in advanced study in nutrition (i.e. graduate school) to prepare for a career in nutrition research or for students interested in applying to medical school who would like a strong foundation in nutrition.

The Nutrition Minor allows those students pursuing degrees other than nutrition the opportunity to minor in Nutrition.

Dietetics and Nutrition also offers a Graduate Certificate: Dietetics Internship. Please see Chapter 12 for more information about this program.

BACHELOR OF SCIENCE DIETETICS

The Bachelor of Science degree in Dietetics prepares individuals to complete the didactic requirements towards becoming a Registered Dietitian (RD). The Bachelor of Science degree in Dietetics mission statement is to guide the future of dietetics in Alaska by preparing students for supervised practice. To be successful in their field, RDs need a strong science foundation along with courses in management, clinical and community nutrition, food science, communications, counseling, therapeutic nutrition and nutrition for the lifespan. This degree has been designed in accordance with the 2008 Eligibility Requirements and Accreditation Standards from the Commission on Accreditation in Dietetics Education (CADE) of the American Dietetic Association. There is a competitive application process for admission to the Bachelor of Science in Dietetics. Please contact the Culinary Arts, Hospitality, Dietetics and Nutrition department for application information.

After the completion of degree requirements, students will graduate with a Bachelor of Science in Dietetics and are eligible to apply for CADE accredited Dietetic Internships throughout the country, including at UAA. Admission to Dietetic Internships is a highly competitive process. Upon successful completion of an accredited Dietetic Internship, graduates are eligible to take the national Registration examination. After passing the exam, graduates become Registered Dietitians.

At the completion of this program students will be able to:
1. Assess the nutritional needs of individuals, populations and diverse cultures, including infants, children, adolescents, adults, pregnant/lactating females and the elderly.
2. Utilize the nutrition care process to make decisions, identify nutrition-related problems and determine and evaluate nutrition interventions, including medical nutrition therapy, disease prevention and health promotion.
3. Develop communication skills appropriate for entry-level jobs in nutrition and dietetics.
4. Integrate principles of research methodology, interpretation of literature and integration of research principles into evidence-based practice.
5. Develop an educational session or program/educational strategy for a target population.
6. Demonstrate counseling techniques to facilitate behavior change.

Students can complete their GERs and prerequisite courses at the University of Alaska location of their choice. The Dietetics and Nutrition (DN) course requirements are online courses to enable access to the BS in Dietetics degree statewide. Some courses require students to complete practicums with registered dietitians in their communities. If practicums are located in healthcare settings, fingerprinting and criminal background checks will be required and paid for by the student.

Some expenses beyond tuition generally include activity fees, lab fees, student organization membership, immunizations, fingerprinting and criminal background checks for practicums, cost of Serv Safe certification and food/supplies for some DN courses.

ADMISSION REQUIREMENTS
1. Satisfy the Admission to Bachelor of Science Degree Programs Requirements in Chapter 7 of this catalog.
2. Request an admission and advising packet. Complete and return the application form to the department. This form opens an individual student portfolio, which is used to advise and counsel students throughout their program of study, and to contain important career planning and placement materials.
3. Meet with the Dietetics and Nutrition program advisor regarding application and program admission requirements prior to application. For an advising appointment call 786-4728
4. Satisfy and meet any requirements established by applicable healthcare facilities such as fingerprinting and criminal background checks.

ACADEMIC PROGRESS
To graduate with a BS in Dietetics students must have met the following GPA requirements:
1. A minimum overall degree GPA of 3.00.
2. No course in which a grade below C has been received will count towards the major.
3. A minimum cumulative GPA of 3.00.

ADVISING
1. Contact the Culinary Arts, Hospitality, Dietetics and Nutrition department by calling (907) 786-4728, for an appointment with a Dietetics and Nutrition program advisor to plan a personal program of study.
2. Contact Advising and Testing (786-4500) to take a UAA-approved placement test of mathematics, reading, and writing skills. Place a copy of the results in the department portfolio. SAT, ACT and other postsecondary transcripts may also be submitted to the department. These records will be used for advising only.
3. All students in the BS in Dietetics degree program are required to participate in the dietetics group advising sessions a minimum of one time per semester.

DEGREE REQUIREMENTS
1. Complete the General University Requirements for Baccalaureate Degrees listed at the beginning of this chapter.
2. Complete the General Education Requirements for Baccalaureate Degrees listed at the beginning of this chapter.
3. Complete the Support Courses and the Major Requirements listed below.

**SUPPORT COURSES**
Complete the following support courses some of which may be used to satisfy the General Education Requirement (51 credits):

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL A111/L</td>
<td>Human Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BIOL A12/L</td>
<td>Human Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>BIOL A15/L</td>
<td>Fundamentals of Biology I</td>
<td>4</td>
</tr>
<tr>
<td>CHEM A105</td>
<td>General Chemistry I</td>
<td>3</td>
</tr>
<tr>
<td>CHEM A105L</td>
<td>General Chemistry I Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>CHEM A106</td>
<td>General Chemistry II</td>
<td>3</td>
</tr>
<tr>
<td>CHEM A106L</td>
<td>General Chemistry II Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>COMM course</td>
<td>Speech Communication GER course</td>
<td>3</td>
</tr>
<tr>
<td>ECON A201</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ENGL A111</td>
<td>Methods of Written Communication</td>
<td>3</td>
</tr>
<tr>
<td>ENGL A212</td>
<td>Technical Writing</td>
<td>3</td>
</tr>
<tr>
<td>Fine arts course</td>
<td>(language recommended)</td>
<td>6</td>
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<tr>
<td>Humanities</td>
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<tr>
<td>MATH A107</td>
<td>College Algebra</td>
<td>4</td>
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<tr>
<td>PSY A111</td>
<td>General Psychology (3)</td>
<td>3</td>
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<td>OR</td>
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<tr>
<td>SOC A101</td>
<td>Introduction to Sociology (3)</td>
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<tr>
<td>STAT A252</td>
<td>Elementary Statistics</td>
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**MAJOR REQUIREMENTS**

1. Complete the following required courses (61-64 credits):

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<tr>
<td>ACCT A101</td>
<td>Principles of Financial Accounting</td>
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<td>BIOL A240/L</td>
<td>Introductory Microbiology for Health Sciences</td>
<td>4</td>
</tr>
<tr>
<td>CHEM A321</td>
<td>Organic Chemistry I</td>
<td>3</td>
</tr>
<tr>
<td>*CHEM A441</td>
<td>Principles of Biochemistry I</td>
<td>3</td>
</tr>
<tr>
<td>DN A100</td>
<td>Introduction to Nutrition and Dietetics</td>
<td>1</td>
</tr>
<tr>
<td>DN A145</td>
<td>Child Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>DN A147</td>
<td>Geriatric Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>DN A150</td>
<td>Nutrition Through the Life Cycle</td>
<td>3</td>
</tr>
<tr>
<td>DN A155</td>
<td>Survey of Alaska Native Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>DN A203</td>
<td>Nutrition for Health Sciences</td>
<td>3</td>
</tr>
<tr>
<td>DN A255</td>
<td>Concepts of Healthy Food</td>
<td>3</td>
</tr>
<tr>
<td>DN A260</td>
<td>Food Science</td>
<td>3</td>
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<tr>
<td>DN A301</td>
<td>Nutrition Assessment</td>
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<tr>
<td>DN A310</td>
<td>Nutrition Communications</td>
<td>2</td>
</tr>
<tr>
<td>DN A311</td>
<td>Nutrition Counseling</td>
<td>1</td>
</tr>
<tr>
<td>DN A315</td>
<td>World Food Patterns</td>
<td>3</td>
</tr>
<tr>
<td>DN A350</td>
<td>Foodservice Systems and Quantity Foods</td>
<td>3</td>
</tr>
<tr>
<td>DN A355</td>
<td>Weight Management and Eating Disorders</td>
<td>3</td>
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<td>DN A375</td>
<td>Research Methods in Nutrition and Dietetics</td>
<td>3</td>
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<tr>
<td>DN A401</td>
<td>Medical Nutrition Therapy I</td>
<td>3</td>
</tr>
<tr>
<td>DN A402</td>
<td>Medical Nutrition Therapy II</td>
<td>3</td>
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<tr>
<td>*DN A415</td>
<td>Community Nutrition</td>
<td>3</td>
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<tr>
<td>DN A450</td>
<td>Dietetic Management</td>
<td>3</td>
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<tr>
<td>DN A475</td>
<td>Advanced Nutrition</td>
<td>3</td>
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</table>

*Integrative Capstone Course

2. Electives (5-8 credits)

3. A minimum of 120 credits is required for the Dietetics emphasis, of which a minimum of 42 credits must be upper division.
BACHELOR OF SCIENCE NUTRITION

The Bachelor of Science degree in Nutrition prepares individuals for professional positions within the nutrition industry. The mission statement of the Bachelor of Science degree in Nutrition is to guide the future of nutrition in Alaska by preparing students for work as entry-level community nutrition and nutrition science professionals. Related career opportunities are found within schools, public health programs, and health- and wellness-settings, depending on the selected emphasis area.

Within the degree there are two emphasis areas: Community Nutrition and Nutrition Science, each having a discrete program description and outcomes. The specific interests and career goals of each student determine the emphasis area to pursue. The degree includes university general education requirements, a common set of core courses, and courses relative to each emphasis area.

Students can complete their GERs and prerequisite courses at the University of Alaska location of their choice. The Dietetics and Nutrition (DN) course requirements are online courses to enable access to the BS in Nutrition degree statewide. Some courses require students to complete practicums with registered dietitians in their communities. If practicums are located in healthcare settings, fingerprinting and criminal background checks will be required and paid for by the student.

ADMISSION REQUIREMENTS
1. Satisfy the Admission to Bachelor of Science Degree Programs Requirements in Chapter 7 of this catalog.
2. Request an admission and advising packet. Complete and return the application form to the department. This form opens an individual student portfolio, which is used to advise and counsel students throughout their program of study, and to contain important career planning and placement materials.
3. Meet with the Dietetics and Nutrition program advisor regarding application and program admission requirements prior to application. For an advising appointment call 786-4728.
4. Satisfy and meet any requirements established by applicable healthcare facilities such as fingerprinting and criminal background checks.

ACADEMIC PROGRESS
To graduate with a BS in Nutrition students must have met the following GPA requirements:
1. A minimum overall major GPA of 2.50.
2. No course in which a grade below C has been received will count towards the major.
3. A minimum cumulative GPA of 2.50 in all university course work.

ADVISING
1. Contact the Culinary Arts, Hospitality, Dietetics and Nutrition department by calling (907) 786-4728, for an appointment with a Dietetics and Nutrition program advisor to plan a personal program of study.
2. Contact Advising and Testing (786-4500) to take a UAA-approved placement test of mathematics, reading, and writing skills. Place a copy of the results in the department portfolio. SAT, ACT and other postsecondary transcripts may also be submitted to the department. These records will be used for advising only.
3. All students in the BS in Nutrition degree program (both emphasis areas) are required to participate in the nutrition group advising sessions a minimum of one time per semester.

COMMUNITY NUTRITION EMPHASIS
EMPHASIS DESCRIPTION AND OUTCOMES
The purpose of an emphasis in community nutrition is to provide students with a thorough understanding of nutrition and the ability to communicate principles of nutrition to the public.
This emphasis will have a strong focus on communication as this will be a significant job-related responsibility in this field.

Some expenses beyond tuition generally include activity fees, lab fees, fingerprinting and criminal background checks for practicums and food/supplies for some DN courses.

At the completion of this program students will be able to:
1. Assess the nutrition needs of individuals, populations and diverse cultures, including infants, children, adolescents, adults, pregnant/actuating females and the elderly.
2. Evaluate the therapeutic nutrition needs for various conditions, including, but not limited to overweight and obesity, diabetes, cancer, cardiovascular, gastrointestinal and renal disease.
3. Develop communication skills appropriate for entry-level jobs in nutrition and dietetics.
4. Integrate principles of research methodology, interpretation of literature and integration of research principles into evidence-based practice.
5. Appraise the role of environment, food, nutrition and lifestyle choices in health promotion and disease prevention.
6. Specify the nutrition therapy recommended for a selected disease state.

DEGREE REQUIREMENTS
1. Complete the General University Requirements for Baccalaureate Degrees listed at the beginning of this chapter.
2. Complete the General Education Requirements for Baccalaureate Degrees listed at the beginning of this chapter.
3. Complete the Support Courses and the Major Requirements listed below.

SUPPORT COURSES
Complete the following support courses some of which may be used to satisfy the General Education Requirements (43 credits):

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<tr>
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<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>BIOL A102</td>
<td>Introductory Biology</td>
<td>3</td>
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<tr>
<td>BIOL A103</td>
<td>Introductory Biology Laboratory</td>
<td>1</td>
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<tr>
<td>CHEM A103</td>
<td>Survey of Chemistry I</td>
<td>3</td>
</tr>
<tr>
<td>CHEM A103L</td>
<td>Survey of Chemistry I Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>CHEM A104</td>
<td>Introduction to Organic Chemistry and Biochemistry</td>
<td>3</td>
</tr>
<tr>
<td>CHEM A104L</td>
<td>Introduction to Organic Chemistry and Biochemistry Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>COMM course</td>
<td>Speech Communication GER course</td>
<td>3</td>
</tr>
<tr>
<td>ECON A201</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ENGL A111</td>
<td>Methods of Written Communication</td>
<td>3</td>
</tr>
<tr>
<td>ENGL A212</td>
<td>Technical Writing</td>
<td>3</td>
</tr>
<tr>
<td>Fine arts course</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Humanities</td>
<td>(language recommended)</td>
<td>6</td>
</tr>
<tr>
<td>MATH A107</td>
<td>College Algebra</td>
<td>4</td>
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<tr>
<td>PSY A111</td>
<td>General Psychology (3)</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOC A101</td>
<td>Introduction to Sociology (3)</td>
<td></td>
</tr>
<tr>
<td>STAT A252</td>
<td>Elementary Statistics</td>
<td>3</td>
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MAJOR REQUIREMENTS
1. Complete the following required courses (48-45 credits):

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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>BIOL A100</td>
<td>Human Biology</td>
<td>3</td>
</tr>
<tr>
<td>BIOL A240</td>
<td>Introductory Microbiology for Health Sciences</td>
<td>4</td>
</tr>
<tr>
<td>COMM</td>
<td>Two additional oral communications courses</td>
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</tr>
<tr>
<td>DN A100</td>
<td>Introduction to Nutrition and Dietetics</td>
<td>1</td>
</tr>
<tr>
<td>DN A145</td>
<td>Child Nutrition</td>
<td>3</td>
</tr>
</tbody>
</table>
DN A147  Geriatric Nutrition  3
DN A150  Nutrition Through the Life Cycle  3
DN A155  Survey of Alaska Native Nutrition  3
DN A203  Nutrition for Health Sciences  3
DN A255  Concepts of Healthy Food  3
DN A301  Nutrition Assessment  2
DN A303  Preventive and Therapeutic Nutrition  3
DN A310  Nutrition Communications  2
DN A315  World Food Patterns  3
DN A356  Weight Management and Eating Disorders  3
DN A375  Research Methods in Nutrition and Dietetics  3
*DN A415  Community Nutrition  3

*Integrative Capstone Course

2. Electives (29–32 credits): 23 credits of electives or other self-select courses must be upper division courses (300 or 400 level).
3. A minimum of 120 credits is required for the Community Nutrition emphasis, of which a minimum of 42 credits must be upper division.

The following courses are recommended as higher-level GERs if the student is interested in pursuing the Registered Dietitian (RD) career pathway at a later time:

BIOL A111/L  Human Anatomy and Physiology I  4
BIOL A112/L  Human Anatomy and Physiology II  4
BIOL A115/L  Fundamentals of Biology I  4
CHEM A105  General Chemistry I  3
CHEM A105L  General Chemistry I Laboratory  1
CHEM A106  General Chemistry II  3
CHEM A106L  General Chemistry II Laboratory  1
CHEM A321  Organic Chemistry I  3
CHEM A441  Principles of Biochemistry  3

The following electives are recommended if the student is interested in pursuing the Registered Dietitian (RD) career pathway at a later time:

DN A260  Food Science  3
DN A350  Foodservice Systems and Quantity Foods  3
DN A450  Dietetic Management  3
DN A475  Advanced Nutrition  3

NUTRITION SCIENCE EMPHASIS

EMPHASIS DESCRIPTION AND OUTCOMES

The purpose of this emphasis is to provide the training necessary to pursue advanced study in nutrition leading towards a career in nutrition research. This option also can be used for those students seeking admission to medical schools. Those students seeking medical school admission will also likely need one year of physics courses (8 credits). Students interested in applying to medical school should also maintain regular contact with a pre-med advisor.

Some expenses beyond tuition generally include activity fees, lab fees, fingerprinting and criminal background checks for practicums and food/supplies for some DN courses.

At the completion of this program students will be able to:
1. Assess the nutrition needs of individuals, populations and diverse cultures, including infants, children, adolescents, adults, pregnant/lactating females and the elderly.
2. Evaluate the therapeutic nutrition needs for various conditions, including, but not limited to overweight and obesity, diabetes, cancer; cardiovascular, gastrointestinal and renal disease.
3. Develop communication skills appropriate for entry-level jobs in nutrition and dietetics.
4. Integrate principles of research methodology, interpretation of literature and integration of research principles into evidence-based practice.
5. Appraise the role of environment, food, nutrition and lifestyle choices in health promotion and disease prevention.
6. Evaluate the current literature related to selected topics in advanced nutrition.

**DEGREE REQUIREMENTS**
1. Complete the General University Requirements for Baccalaureate Degrees listed at the beginning of this chapter.
2. Complete the General Education Requirements for Baccalaureate Degrees listed at the beginning of this chapter.
3. Complete the Support Courses and the Major Requirements listed below.

**SUPPORT COURSES**
Complete the following support courses some of which may be used to satisfy the General Education Requirements (61-62 credits):

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL A111/L</td>
<td>Human Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL A112/L</td>
<td>Human Anatomy and Physiology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL A115/L</td>
<td>Fundamentals of Biology I</td>
<td>4</td>
</tr>
<tr>
<td>BIOL A116/L</td>
<td>Fundamentals of Biology II</td>
<td>4</td>
</tr>
<tr>
<td>CHEM A105</td>
<td>General Chemistry I</td>
<td>3</td>
</tr>
<tr>
<td>CHEM A105L</td>
<td>General Chemistry I Laboratory</td>
<td>1</td>
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<tr>
<td>CHEM A106</td>
<td>General Chemistry II</td>
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<tr>
<td>CHEM A106L</td>
<td>General Chemistry II Laboratory</td>
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<tr>
<td>COMM course</td>
<td>Speech Communication GER course</td>
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<tr>
<td>ECON A201</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ENGL A111</td>
<td>Methods of Written Communication</td>
<td>3</td>
</tr>
<tr>
<td>ENGL A212</td>
<td>Technical Writing</td>
<td>3</td>
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<tr>
<td>Fine arts course</td>
<td></td>
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</tr>
<tr>
<td>Humanities</td>
<td>(language recommended)</td>
<td>6</td>
</tr>
<tr>
<td>MATH A107</td>
<td>College Algebra (4)</td>
<td>6-7</td>
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<tr>
<td>MATH A108</td>
<td>Trigonometry (3)</td>
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<tr>
<td>MATH A109</td>
<td>Precalculus (6)</td>
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<tr>
<td>MATH A200</td>
<td>Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>PSY A111</td>
<td>General Psychology (3)</td>
<td>3</td>
</tr>
<tr>
<td>SOC A101</td>
<td>Introduction to Sociology (3)</td>
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</tr>
<tr>
<td>STAT A252</td>
<td>Elementary Statistics</td>
<td>3</td>
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</table>

**MAJOR REQUIREMENTS**
1. Complete the following required courses (61-48 credits):

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL A240/L</td>
<td>Introductory Microbiology for Health Sciences</td>
<td>4</td>
</tr>
<tr>
<td>BIOL A242</td>
<td>Fundamentals of Cell Biology</td>
<td>4</td>
</tr>
<tr>
<td>CHEM A321</td>
<td>Organic Chemistry I</td>
<td>3</td>
</tr>
<tr>
<td>CHEM A322</td>
<td>Organic Chemistry II</td>
<td>3</td>
</tr>
<tr>
<td>CHEM A323L</td>
<td>Organic Chemistry Laboratory</td>
<td>2</td>
</tr>
<tr>
<td>*CHEM A441</td>
<td>Principles of Biochemistry I</td>
<td>3</td>
</tr>
<tr>
<td>CHEM A442</td>
<td>Principles of Biochemistry II</td>
<td>3</td>
</tr>
<tr>
<td>CHEM A443</td>
<td>Biochemistry Laboratory</td>
<td>2</td>
</tr>
<tr>
<td>DN A100</td>
<td>Introduction to Nutrition and Dietetics</td>
<td>1</td>
</tr>
<tr>
<td>DN A145</td>
<td>Child Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>DN A147</td>
<td>Geriatric Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>DN A150</td>
<td>Nutrition Through the Life Cycle</td>
<td>3</td>
</tr>
<tr>
<td>DN A203</td>
<td>Nutrition for Health Sciences</td>
<td>3</td>
</tr>
</tbody>
</table>
DN A301  Nutrition Assessment  2
DN A303  Preventive and Therapeutic Nutrition  3
DN A315  World Food Patterns  3
DN A355  Weight Management and Eating Disorders  3
DN A375  Research Methods in Nutrition and Dietetics  3
DN A475  Advanced Nutrition  3

*Integrative Capstone Course

2. Electives (7-8 10-11 credits): 7-8 10-11 credits of electives or other self-select courses must be upper division courses (300 or 400 level).

3. A minimum of 120 credits is required for the Community Nutrition emphasis, of which a minimum of 42 credits must be upper division.

Depending on the student’s career plans, the following courses are recommended (per an advising session):

DN A255  Concepts of Healthy Food (3)
DN A260  Food Science (3)

Physics (see Pre-Med Advisor) (8)

MINOR, NUTRITION

Students majoring in another discipline who wish to minor in Nutrition must complete the following requirements. Nutrition is essential to the maintenance of a healthy life. A minor in nutrition will act as a supplement to other fields of study and the application of knowledge to target populations and systems. A minor requires 18 credits; 6 credits must be upper division.

REQUIRED CORE (6 credits)

DN A101  Principles of Nutrition (3)  3
DN A203  Nutrition for Health Sciences (3)  3

AND

DN A150  Nutrition Through the Lifecycle (3)  3
DN A145  Child Nutrition (3)  3

or

DN A147  Geriatric Nutrition (3)

REQUIRED UPPER DIVISION COURSES (6 credits)

Select 6 credits from the following:

DN A303  Preventive and Therapeutic Nutrition (3)
DN A315  World Food Patterns (3)
DN A355  Weight Management and Eating Disorders (3)

Electives *

Select 6 credits from the following:

DN A145  Child Nutrition (3)
DN A147  Geriatric Nutrition (3)
DN A150  Nutrition Through the Lifecycle (3)
DN A155  Survey of Alaska Native Nutrition (3)
DN A215  Sports Nutrition (3)
DN A255  Concepts of Healthy Food (3)
DN A260  Food Science (3)

*Note: Other courses may be counted toward the minor with written approval of an advisor in the Culinary Arts, Hospitality, Dietetics and Nutrition Department (i.e. CA A490 Current Topics in Food and Hospitality and DN A490 Current Topics in Dietetics and Nutrition).
FACULTY
Anne Bridges, Associate Professor, AFAB@uaa.alaska.edu
Carrie King, Assistant Professor, AFCDK@uaa.alaska.edu
Kendra Sticka, Term Assistant Professor, afkds@uaa.alaska.edu
Amanda Walch, Assistant Professor, afaw01@uaa.alaska.edu
<table>
<thead>
<tr>
<th>1a. School or College</th>
<th>EN SOENGR</th>
</tr>
</thead>
<tbody>
<tr>
<td>1b. Division</td>
<td>choose one</td>
</tr>
<tr>
<td>1c. Department</td>
<td>Civil Engineering</td>
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<tr>
<th>2. Course Prefix</th>
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<tr>
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<td>A470</td>
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<td>4. Previous Course Prefix &amp; Number</td>
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<td>5a. Credits/CEUs</td>
<td>3</td>
</tr>
<tr>
<td>5b. Contact Hours (Lecture + Lab)</td>
<td>(3+</td>
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</table>

6. Complete Course Title
Civil Engineering Internship

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

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

9. Repeat Status choose one

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<tr>
<th># of Repeats</th>
<th>Max Credits</th>
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</thead>
</table>

10. Grading Basis
☒ A-F ☐ P/NP ☐ NG

11. Implementation Date
semester/year
From: / To: /

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>
<thead>
<tr>
<th>Impacted Program/Course</th>
<th>Catalog Page(s)</th>
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<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
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</thead>
<tbody>
<tr>
<td>Civil Engineering</td>
<td>223</td>
<td>02/24/2011</td>
<td>Thomas Ravenas</td>
<td></td>
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<tr>
<td>3.</td>
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</tbody>
</table>

Initiator Name (typed): Osama A. Abaza
Initiator Signed Initials: __________ Date: __________

13b. Coordination Email
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison
Date: __________

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)

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)

17. ☐ Mark if course has fees

18. ☐ Mark if course is a selected topic course

19. Justification for Action
Deleted from the requirements of the Civil Engineering program

Initiator (faculty only)
Osama A. Abaza
Initiator (TYPE NAME)

Initiator (faculty only) Date

Disapproved Dean/Director of School/College Date

Approved

Disapproved Undergraduate/Graduate Academic Date

Approved

Disapproved Board Chairperson Date

Approved

Disapproved Provost or Designee Date

Approved

Disapproved Curriculum Committee Chairperson Date

Approved

Disapproved Department Chairperson Date

Disapproved
### 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>
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<tr>
<td>1c. Department</td>
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<th>2. Course Prefix</th>
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<tbody>
<tr>
<td>3. Course Number</td>
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<td>5a. Credits/CEUs</td>
<td>3</td>
</tr>
<tr>
<td>5b. Contact Hours (Lecture + Lab)</td>
<td>(3+ )</td>
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#### 6. Complete Course Title

**Engineering Science**

#### 7. Type of Course

- [x] Academic
- [ ] Preparatory/Development
- [ ] Non-credit
- [ ] CEU
- [ ] Professional Development

#### 8. Type of Action:

- [ ] Add
- [ ] Change
- [x] Delete

If a change, mark appropriate boxes:

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

#### 9. Repeat Status

- [ ] choose one
- # of Repeats
- Max Credits

#### 10. Grading Basis

- [ ] A-F
- [ ] P/NP
- [ ] NG

#### 11. Implementation Date

- [ ] semester/year
- From: / To: /

#### 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).

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<tr>
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<th>Catalog Page(s)</th>
<th>Impacted</th>
<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Civil Engineering</td>
<td>223</td>
<td></td>
<td>02/24/2011</td>
<td>Thomas Ravenas</td>
</tr>
</tbody>
</table>

#### 13b. Coordination Email

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

#### 13c. Coordination with Library Liaison

- [ ] Date: 

#### 14. General Education Requirement

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

#### 15. Course Description

*(suggested length 20 to 50 words)*

#### 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)*

#### 17. Mark if course has fees

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

#### 19. Justification for Action

*Deleted from the requirements of the Civil Engineering program and substituted by ENGR.A151*

---

Initiator Name *(typed)*: Osama A. Abaza

Initiator Signed Initials: _________

Date: __________

---

Initiator (faculty only)

Osama A. Abaza

Initiator (TYPE NAME)

Approved

Disapproved

Dean/Director of School/College

Date

Approved

Disapproved

Undergraduate/Graduate Academic

Date

Approved

Disapproved

Board Chairperson

Date

Approved

Disapproved

Provost or Designee

Date
## Course Action Request

**University of Alaska Anchorage**

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

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<td>5b. Contact Hours (Lecture + Lab)</td>
<td>(3+)</td>
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### Complete Course Title

**Computer Techniques**

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

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<th>7. Type of Course</th>
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<th>Non-credit</th>
<th>CEU</th>
<th>Professional Development</th>
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<th>Change</th>
<th>Delete</th>
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*If a change, mark appropriate boxes:*

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

### Repeat Status

<table>
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<th>9. Repeat Status</th>
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<th># of Repeats</th>
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<th>semester/year</th>
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<td>From:</td>
<td>To:</td>
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<tr>
<th>12. Cross Listed with</th>
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<tr>
<th>13a. Impacted Courses or Programs:</th>
<th>List any programs or college requirements that require this course.</th>
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<tr>
<td><strong>Impacted Program/Course</strong></td>
<td><strong>Catalog Page(s) Impacted</strong></td>
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<td>Civil Engineering</td>
<td>223</td>
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**Initiator Name (typed): Osama A. Abaza**  
**Initiator Signed Initials:** _______  
**Date:** __________

<table>
<thead>
<tr>
<th>13b. Coordination Email</th>
<th>Date: _____</th>
<th>13c. Coordination with Library Liaison</th>
<th>Date: _____</th>
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</table>

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

<table>
<thead>
<tr>
<th>14. General Education Requirement</th>
<th>Oral Communication</th>
<th>Written Communication</th>
<th>Quantitative Skills</th>
<th>Humanities</th>
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<tbody>
<tr>
<td>Mark appropriate box:</td>
<td>Fine Arts</td>
<td>Social Sciences</td>
<td>Natural Sciences</td>
<td>Integrative Capstone</td>
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</table>

<table>
<thead>
<tr>
<th>15. Course Description (suggested length 20 to 50 words)</th>
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</table>

<table>
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<tr>
<th>16a. Course Prerequisite(s) (list prefix and number)</th>
<th>16b. Test Score(s)</th>
<th>16c. Co-requisite(s) (concurrent enrollment required)</th>
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<table>
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<tr>
<th>16d. Other Restriction(s)</th>
<th>16e. Registration Restriction(s) (non-codable)</th>
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<tbody>
<tr>
<td>College</td>
<td></td>
</tr>
<tr>
<td>Major</td>
<td></td>
</tr>
<tr>
<td>Class</td>
<td></td>
</tr>
<tr>
<td>Level</td>
<td></td>
</tr>
</tbody>
</table>

| 17. | 18. Mark if course has fees |

| 19. Justification for Action | Deleted from the requirements of the Civil Engineering program and substituted by ENGR.A161 |

**Initiator (faculty only)**  
**Osama A. Abaza**  
**Initiator (TYPE NAME):**

<table>
<thead>
<tr>
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<th>Disapproved</th>
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**Dean/Director of School/College**  
**Date:** __________

<table>
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<th>Disapproved</th>
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</table>

**Department Chairperson**  
**Date:** __________

<table>
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<th>Disapproved</th>
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</table>

**Board Chairperson**  
**Date:** __________

<table>
<thead>
<tr>
<th>Approved</th>
<th>Disapproved</th>
</tr>
</thead>
</table>

**Provost or Designee**  
**Date:** __________
## Course Action Request

**University of Alaska Anchorage**

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

### 1. School or College
CT CTC

### 1b. Division
ACDT Division of Construction Design Technology

### 1c. Department
AET

### 2. Course Prefix
AET

### 3. Course Number
A101

### 4. Previous Course Prefix & Number
NA

### 5a. Credits/CEUs
4 cr.

### 5b. Contact Hours
(Lecture + Lab)
(2+4)

### 6. Complete Course Title
Fundamentals of CADD for Building Construction (Fund. of CADD for Bldg. Const.)

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

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

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

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

### 11. Implementation Date
From: Fall 2011
To: /9999

### 12. Cross Listed with
CM A101

### 13a. Impacted Courses or Programs

<table>
<thead>
<tr>
<th>Impacted Program/Course</th>
<th>Catalog Page(s)</th>
<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
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Initiator Name (typed): Jeffrey C. Callahan
Initiator Signed Initials: 

### 13c. Coordination with Library Liaison
Date: January 31, 2011

### 14. General Education Requirement

Mark appropriate box:
- [ ] Oral Communication
- [ ] Written Communication
- [ ] Quantitative Skills
- [ ] Humanities
- [ ] Natural Sciences
- [ ] Integrative Capstone

### 15. Course Description (suggested length 20 to 50 words)
Introduces basic CADD (computer aided drafting and design) skills necessary in civil, architectural, structural, mechanical and electrical drafting within the construction industry. Defines the working relationship between design and construction professionals and drafters/technicians.

### 16a. Course Prerequisite(s) (list prefix and number)
MATH A105 with a minimum grade of C or concurrent enrollment

### 16b. Test Score(s)
NA

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

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

### 16e. Registration Restriction(s) (non-codable)
Proof of eligibility for placement into ENGL A111. Appropriate SAT, ACT, or UAA-approved Math Placement Test scores may be used in lieu of MATH A105.

### 17. Mark if course has fees

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

### 19. Justification for Action
To increase student success in the program by requiring them to understand intermediate algebra before they attempt classes that require AET A101 as a prerequisite. Update CCG.
<table>
<thead>
<tr>
<th>Initiator (faculty only)</th>
<th>Date</th>
<th>Approved</th>
<th>Disapproved</th>
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<tbody>
<tr>
<td>Jeffrey C. Callahan</td>
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| Initiator (TYPE NAME) | | | |
|----------------------| | | |

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<th>Dean/Director of School/College</th>
<th>Date</th>
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<th>Department Chairperson</th>
<th>Date</th>
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<th>Undergraduate/Graduate Academic Board Chairperson</th>
<th>Date</th>
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<th>Curriculum Committee Chairperson</th>
<th>Date</th>
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<tr>
<td>Disapproved</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Provost or Designee</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approved</td>
<td></td>
</tr>
<tr>
<td>Disapproved</td>
<td></td>
</tr>
<tr>
<td>Impacted Program or Course</td>
<td>Type of Impact (course or program)</td>
</tr>
<tr>
<td>------------------------------------------------</td>
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</tr>
<tr>
<td>Architectural &amp; Engineering Technology (AET)</td>
<td>Program requirement</td>
</tr>
<tr>
<td>Occupational Endorsement in CAD</td>
<td>Requirement</td>
</tr>
<tr>
<td>Undergraduate Certificate, Civil Drafting</td>
<td>Requirement</td>
</tr>
<tr>
<td>Undergraduate Certificate, Mechanical and Electrical Drafting</td>
<td>Requirement</td>
</tr>
<tr>
<td>Undergraduate Certificate, Structural Drafting</td>
<td>Requirement</td>
</tr>
<tr>
<td>AET A111</td>
<td>Prerequisite</td>
</tr>
<tr>
<td>AET A121</td>
<td>Prerequisite</td>
</tr>
<tr>
<td>AET A123</td>
<td>Prerequisite</td>
</tr>
<tr>
<td>AET A131</td>
<td>Prerequisite</td>
</tr>
<tr>
<td>AET A142</td>
<td>Prerequisite</td>
</tr>
<tr>
<td>AET A143</td>
<td>Prerequisite</td>
</tr>
<tr>
<td>AET A181</td>
<td>Prerequisite</td>
</tr>
<tr>
<td>AET A213</td>
<td>Prerequisite</td>
</tr>
<tr>
<td>AET A231</td>
<td>Prerequisite</td>
</tr>
<tr>
<td>Construction Management</td>
<td>Program requirement (cross-listed with CM A101)</td>
</tr>
<tr>
<td>Bachelor of Science, Construction Management</td>
<td>Requirement (cross-listed with CM A101)</td>
</tr>
<tr>
<td>CM A123</td>
<td>Prerequisite (cross-listed with CM A101)</td>
</tr>
<tr>
<td>Course</td>
<td>Prerequisite (cross-listed with CM A101)</td>
</tr>
<tr>
<td>---------</td>
<td>-----------------------------------------</td>
</tr>
<tr>
<td>CM A142</td>
<td></td>
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<tr>
<td>CM A163</td>
<td></td>
</tr>
<tr>
<td>CM A201</td>
<td></td>
</tr>
<tr>
<td>CM A213</td>
<td></td>
</tr>
<tr>
<td>CM A231</td>
<td></td>
</tr>
</tbody>
</table>
I. Course Description:

Introduces basic CADD (computer aided drafting and design) skills necessary in civil, architectural, structural, mechanical and electrical drafting within the construction industry. Defines the working relationship between design and construction professionals and drafters/technicians.

II. Course Design:

A. The course is designed for entry-level students and associate degree-seeking students where students will establish basic skills used to produce construction drawings with CADD software.

B. 4.0 credits. (2 + 4)

C. Total time of student involvement: 180 hours
   1) Lecture: 30 hours
   2) Lab: 60 hours
   3) Outside: 90 hours

D. Required course for the AAS degree in Architecture & Engineering Technology, AET Architectural Drafting Certificate, AET Civil Drafting Certificate, AET Structural Drafting Certificate, AET Mechanical/Electrical Drafting Certificate and the Occupational Endorsement in CAD.

E. Lab fees are assessed for this course.

F. Course may be taught in any time frame, but not less than four weeks.

G. This is a revised course.

H. Course coordinated with: CM, KO, MA, UAF and faculty listserve.

I. Course level justification: This course introduces a field of knowledge and develops basic skills.

III. Course Activities:

Class sessions will consist of lecture/discussions and individual projects completed using CADD software. Emphasis will be on realistic assignments that will introduce students to office procedures and terminology.
IV. **Course Prerequisites/Registration Restrictions:**

MATH A105 with a minimum grade of C or concurrent enrollment. Proof of eligibility for placement into ENGL A111. Appropriate SAT, ACT, or UAA-approved Math Placement Test scores may be used in lieu of MATH A105.

V. **Course Evaluation:**

Grades will be A – F.

VI. **Course Curriculum:**

1.0 Safety Procedures
   1.1 University policies
   1.2 Course and lab procedures
   1.3 Emergency egress review

2.0 Participants in Construction
   2.1 Owners
   2.2 Design team
   2.3 Construction team
   2.4 Regulatory agents

3.0 Construction Drawings
   3.1 Use and role
   3.2 National CAD standard
   3.3 Sheet sizes, layout and numbering
   3.4 Coordination with written specifications
   3.5 Drawing subsets
   3.6 Drawing views and orthographic projection

4.0 CADD Command Structure
   4.1 File commands
   4.2 Draw and edit commands
   4.3 Modify commands
   4.4 Insert and format commands
   4.5 Dimension and text commands
   4.6 Blocks
   4.7 Scaling
   4.8 Plotting

5.0 Civil/Site Development Drawings
   5.1 Use and role
   5.2 Reading/interpretation and line types
   5.3 Plats, plot plans, as-builts
   5.4 Topography
   5.5 Civil engineering dimensioning (English and ISO units)
   5.6 Terminology, symbols and abbreviations

6.0 Architectural Drawings
   6.1 Use and role
   6.2 Reading/interpretation and line types
   6.3 Schedules
   6.4 Architectural dimensioning (English and ISO units)
   6.5 Terminology, symbols and abbreviations
7.0 Structural Drawings
  7.1 Use and role
  7.2 Reading/interpretation and line types
  7.3 Structural dimensioning (English and ISO units)
  7.4 Terminology, symbols and abbreviations

8.0 Mechanical Drawings
  8.1 Use and role
  8.2 Reading, interpretation and line types
  8.3 Plumbing
  8.4 HVAC
  8.5 Schedules
  8.6 Terminology, symbols and abbreviations

9.0 Electrical Drawings
  9.1 Use and role
  9.2 Reading, interpretation and line types
  9.3 Electrical system components
  9.4 Schematic and plan layouts
  9.5 Schedules
  9.6 Terminology, symbols, and abbreviations

10.0 Projection
  10.1 Projection theory: observer, projection plane, and object
  10.2 Projection types

11.0 Drawing sheet organization and schedules
  11.1 Drawing area and title blocks
  11.2 Production drawing area
  11.3 Drawing coordinate systems
  11.4 Cover sheets
  11.5 Schedule formats, heading, and content

VII. Suggested Texts:


VIII. References:


IX. **Instructional Goals, Student Outcomes and Assessment Procedures:**

A. **Instructional Goal:**

Introduce basic computer aided drafting and design (CADD) skills necessary in civil, architectural, structural, mechanical and electrical drafting in the design and construction industry.
## B. Student Outcomes/Assessment Procedures:

<table>
<thead>
<tr>
<th>Student Outcomes</th>
<th>Assessment Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>After successful completion of the course, the student will be able to do the following:</td>
<td>This outcome will be assessed by one or more of the following:</td>
</tr>
<tr>
<td>Explain the working relationships and primary roles of the participants in the construction process.</td>
<td>Written Exam Class participation</td>
</tr>
<tr>
<td>Describe how construction drawings and their accompanying written specifications are coordinated for a single project.</td>
<td>Written Exam</td>
</tr>
<tr>
<td>Explain construction drawing set organization including drawing subsets (civil/site, architectural, structural, mechanical, electrical, and others as required by the needs of the project), the information conveyed by each subset, and how the subsets are related.</td>
<td>Written Exam CADD project</td>
</tr>
<tr>
<td>Define the basic commands and techniques used with computer-aided design and drafting (CADD) software including file, draw, edit, modify, insert, format, dimension, and text commands.</td>
<td>Written Exam CADD project</td>
</tr>
<tr>
<td>Compute drawing scales for blocks, linetype, hatch, and plotting in CADD.</td>
<td>Written Exam CADD project</td>
</tr>
<tr>
<td>Produce civil/site development drawings, architectural drawings, mechanical drawings, structural drawings, and electrical drawings using CADD software.</td>
<td>CADD Project</td>
</tr>
<tr>
<td>Apply drafting conventions including: drawing sheet sizes, sheet-numbering, drawing sheet layout, line types, drawing views, dimensions, coordinate systems, scales, symbols, hatching, notation, basic terminology, and abbreviations used in architectural, civil, mechanical, electrical, and structural drawings.</td>
<td>Written Exam CADD project</td>
</tr>
</tbody>
</table>
1a. School or College  
CT CTC

1b. Division  
ACDT Division of Construction Design Technology

1c. Department  
AET

2. Course Prefix  
AET

3. Course Number  
A142

4. Previous Course Prefix & Number  
NA

5a. Credits/CEUs  
4 cr.

5b. Contact Hours  
(Lecture + Lab) (3+2)

6. Complete Course Title  
Mechanical and Electrical Technology (Mechanical & Electrical Tech.)

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  ☐ Repeat Status  ☐ Grading Basis  ☐ Cross-Listed/Stacked  ☐ Test Score Prerequisites  ☐ Co-requisites  ☐ Other Restrictions  ☐ Class  ☐ College  ☐ Major  ☐ Other CCG (please specify)

9. Repeat Status No  # of Repeats  NA  Max Credits  NA

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

11. Implementation Date  
semester/year  From: Fall /2011  To: /9999

12. ☐ Cross Listed with  CM A142  ☐ Stacked with  NA  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.ualaska.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></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Initiator Name (typed): Jeffrey C. Callahan  Initiator Signed Initials:  Date:

13b. Coordination Email  Date: January 31, 2011

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

13c. Coordination with Library Liaison  Date: January 31, 2011

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

15. Course Description (suggested length 20 to 50 words)  
Introduces the basic mechanical and electrical systems required in all buildings for the safety, health, comfort, and convenience of the occupants. Emphasizes design criteria, code requirements, interpretation of construction drawings and building energy usage.

16a. Course Prerequisite(s) (list prefix and number)  
AET A101 and AET A102 and MATH A105 with a minimum grade of C

16b. Test Score(s)  
NA

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

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

16e. Registration Restriction(s) (non-codable)  
Appropriate SAT, ACT, or UAA-approved Math Placement Test scores may be used in lieu of the MATH A105 prerequisite.

17. ☑ Mark if course has fees

18. ☐ Mark if course is a selected topic course

19. Justification for Action  
MATH A105 is being added as a prerequisite to increase student success in the course. Change course description to include building energy usage. Update CCG.

Initiator (faculty only)  Date

Jeffrey C. Callahan  Initiator (TYPE NAME)

Approved  ☐ Disapproved  Dean/Director of School/College  Date

Approved  ☐ Disapproved  Undergraduate/Graduate Academic  Date

Approved  ☐ Disapproved  Board Chairperson  Date

Approved  ☐ Disapproved  Provost or Designee  Date
Course Being Changed: **AET A142**

<table>
<thead>
<tr>
<th>Impacted Program or Course</th>
<th>Type of Impact (course or program)</th>
<th>Catalog Page</th>
<th>Type/Date of Notification</th>
<th>Chair/Coordinator Contacted (not listerve)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Architectural &amp; Engineering Technology (AET)</td>
<td>Program requirement</td>
<td>163</td>
<td>Feb., 2011</td>
<td>Donald M. Ketner Jr.</td>
</tr>
<tr>
<td>Undergraduate Certificate, Mechanical and Electrical Drafting</td>
<td>Requirement</td>
<td>165</td>
<td>Feb., 2011</td>
<td>Donald M. Ketner Jr.</td>
</tr>
<tr>
<td>Construction Management</td>
<td>Program requirement (cross-listed with CM A142)</td>
<td>183</td>
<td>Feb., 2011</td>
<td>Donald M. Ketner Jr.</td>
</tr>
<tr>
<td>Bachelor of Science, Construction Management</td>
<td>Requirement (cross-listed with CM A142)</td>
<td>184</td>
<td>Feb., 2011</td>
<td>Donald M. Ketner Jr.</td>
</tr>
</tbody>
</table>
Course Content Guide  
University of Alaska Anchorage  
Community and Technical College  

Department: Architectural and Engineering Technology  
Course Number: AET A142  
Course Title: Mechanical and Electrical Technology  
Credits: 4  

I. Course Description:  
Introduces the basic mechanical and electrical systems required in all buildings for the safety, health, comfort, and convenience of the occupants. Emphasizes design criteria, code requirements, interpretation of construction drawings and building energy usage.

II. Course Design:  
A. The course is designed to introduce students to the basic concepts, processes and fundamentals of the mechanical and electrical systems common to all buildings.  
B. The class 4.0 credits. (3 + 2)  
C. Total time of student involvement: 180 hours  
1) Lecture: 45 hours  
2) Lab: 30 hours  
3) Outside: 105 hours  
D. Required course for the AAS in Architectural and Engineering Technology and the Mechanical and Electrical Drafting Certificate.  
E. Lab fees are assessed for this course.  
F. Course may be taught in any time frame, but not less than four weeks.  
G. This is a revised course.  
H. Course coordinated with: CM, KO, MA, UAF and faculty listserv.  
I. Course level justification: Introduces a field of knowledge and develops basic skills.

III. Course Activities  
Class sessions will consist of lecture/discussions, individual projects, and group projects. Emphasis will be on realistic assignments that will introduce students to building systems concepts, design parameters, and terminology.
IV. Course Prerequisites/Registration Restrictions:

AET A101 and AET A102 and MATH A105 with a minimum grade of C. Appropriate SAT, ACT, or UAA-approved Math Placement Tests scores may be used in lieu of the MATH A105 prerequisite.

V. Course Evaluation

Grades will be A - F.

VI. Course Outline

1.0 Safety and Procedures
   1.1 University policies
   1.2 Course and lab safety procedures
   1.3 Egress review

2.0 Water Supply and Design
   2.1 Water source and distribution
   2.2 Water systems
   2.3 Water demand
   2.4 Plumbing codes
   2.5 Pipe materials, fittings, valves
   2.6 Upfeed/downfeed systems
   2.7 Design calculations

3.0 Plumbing Drain, Waste, and Vent Systems
   3.1 Drainage and venting principles
   3.2 Water supply systems
   3.3 Terminology
   3.4 Piping materials and fittings
   3.5 Plumbing fixtures
   3.6 Drainage design

4.0 Basic Thermal Process and Human Comfort
   4.1 Heat transfer
   4.2 Temperature and humidity
   4.3 Ventilation
   4.4 Solar orientation and design

5.0 Building Heat Loss
   5.1 Calculation factors
   5.2 “R” and “U” values
   5.3 Infiltration losses
   5.4 Heating degree days
   5.5 Energy use and fuel costs

6.0 Heating, Ventilating, and Air Conditioning
   6.1 Hot water heating
   6.2 Heat plants and chillers
   6.3 Forced air systems
   6.4 Ducts, duct fittings, duct design
   6.5 Supply/return locations
   6.6 Interpret HVAC drawings

7.0 Fundamentals of Electricity
   7.1 AC/DC generation and circuits
7.2 Ohm’s Law
7.3 Watt’s Law
7.4 Conductors and insulators
7.5 Transformers
7.6 Electrical distribution grids

8.0 Building Electrical Systems
8.1 Overhead and lateral services
8.2 Meters
8.3 Building disconnect switches
8.4 Panels
8.5 Main distribution panels
8.6 Branch panels
8.7 Interpret electrical drawings

9.0 Branch Circuits
9.1 Circuit breakers
9.2 Conductors
9.3 Devices
9.4 Loading

10.0 Lighting
10.1 Lighting levels and lighting efficiency
10.2 Light fixtures types
10.3 Switching
10.4 Interpret lighting drawings

VII. Suggested Texts


VIII. References


**IX. Instructional Goals, Student Outcomes and Assessment Procedures:**

**A. Instructional Goal:**

Introduce basic knowledge of building mechanical and electrical systems to entry-level technicians and construction managers.

**B. Student Outcomes/Assessment Procedures:**

<table>
<thead>
<tr>
<th>Student Outcomes</th>
<th>Assessment Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>After successful completion of the course, the student will be able to do the following:</td>
<td>This outcome will be assessed by one or more of the following:</td>
</tr>
<tr>
<td>Identify potable water systems, the regulatory codes for water system design and installation and calculate piping size based on demand.</td>
<td>Class Participation Project Written Exam</td>
</tr>
<tr>
<td>Identify the elements of drainage piping systems for buildings, the regulatory codes for drainage system design and installation, the purpose of system venting, and the installation methods and materials for drain, waste and vent systems for buildings.</td>
<td>Class Participation Project Written Exam</td>
</tr>
<tr>
<td>Summarize the effects of heat transfer, temperature and humidity, building solar design/orientation, and fresh air ventilation on human comfort and energy usage.</td>
<td>Class Participation Project Written Exam</td>
</tr>
<tr>
<td>Describe the effect that climate and building construction systems have on the building’s heat loss/gain and energy usage.</td>
<td>Class Participation Project Written Exam</td>
</tr>
<tr>
<td>Identify the equipment and components of HVAC systems.</td>
<td>Class Participation Drawings Interpretation Written Exam</td>
</tr>
<tr>
<td>Description</td>
<td>Assessment</td>
</tr>
<tr>
<td>-----------------------------------------------------------------------------</td>
<td>------------------</td>
</tr>
<tr>
<td>Describe methods of electrical power generation and distribution grids.</td>
<td>Class Participation Written Exercise Written Exam</td>
</tr>
<tr>
<td>Describe the properties of conductors and insulators.</td>
<td>Class Participation Written Exam</td>
</tr>
<tr>
<td>Describe the different types of electrical services and the electrical equipment used for power distribution in buildings.</td>
<td>Class Participation Project Written Exam</td>
</tr>
<tr>
<td>Examine branch circuitry for residential and commercial buildings, identify the materials and methods used, estimate branch circuit loads for lighting, appliances, and motors, and compute conductor and conduit sizes.</td>
<td>Class Participation Project Written Exam</td>
</tr>
<tr>
<td>Identify the requirements for low-voltage power systems such as building controls, communication, fire alarm, and TV.</td>
<td>Class Participation Written Exam</td>
</tr>
<tr>
<td>Define various types of interior lighting, lighting levels, energy use by lighting type and calculate the lumens required using software or the zonal cavity method.</td>
<td>Class Participation Project Written Exam</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>CT CTC</td>
<td>ACDT Division of Construction</td>
<td>AET</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>
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<tbody>
<tr>
<td>AET</td>
<td>A213</td>
<td>NA</td>
<td>4 cr.</td>
<td>(2+4)</td>
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<table>
<thead>
<tr>
<th>6. Complete Course Title</th>
<th>Abbreviated Title for Transcript (30 character)</th>
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<tbody>
<tr>
<td>Civil Technology</td>
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<table>
<thead>
<tr>
<th>7. Type of Course</th>
<th>8. Type of Action:</th>
<th>9. Repeat Status No</th>
<th># of Repeats</th>
<th>Max Credits</th>
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<tbody>
<tr>
<td>Academic</td>
<td>Add or Change or Delete</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
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<thead>
<tr>
<th>10. Grading Basis</th>
<th>11. Implementation Date</th>
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<tbody>
<tr>
<td>☒ A-F</td>
<td>semester/year</td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th>12. Cross Listed with</th>
<th>Stacked with</th>
<th>Cross-Listed Coordination Signature</th>
</tr>
</thead>
<tbody>
<tr>
<td>NA</td>
<td>NA</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>13a. Impacted Courses or Programs:</th>
<th>List any programs or college requirements that require this course.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Please type into fields provided in table. If more than three entries, submit a separate table. A template is available at <a href="http://www.uaa.alaska.edu/governance">www.uaa.alaska.edu/governance</a>.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>13b. Coordination Email</th>
<th>13c. Coordination with Library Liaison</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date: January 31, 2011</td>
<td>Date: January 31, 2011</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>14. General Education Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mark appropriate box:</td>
</tr>
<tr>
<td>☐ Oral Communication</td>
</tr>
<tr>
<td>☐ Written Communication</td>
</tr>
<tr>
<td>☐ Quantitative Skills</td>
</tr>
<tr>
<td>☐ Humanities</td>
</tr>
<tr>
<td>☐ Fine Arts</td>
</tr>
<tr>
<td>☐ Social Sciences</td>
</tr>
<tr>
<td>☐ Natural Sciences</td>
</tr>
<tr>
<td>☐ Integrative Capstone</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>15. Course Description (suggested length 20 to 50 words)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outlines elements of civil design, including soils and soil mechanics, foundations, roads, and utilities using local, state and federal regulations. Introduces elements of construction surveying.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>16a. Course Prerequisite(s)</th>
<th>16b. Test Score(s)</th>
<th>16c. Co-requisite(s) (concurrent enrollment required)</th>
</tr>
</thead>
<tbody>
<tr>
<td>AET A101 and AET A102 and MATH A105</td>
<td>NA</td>
<td>NA</td>
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<table>
<thead>
<tr>
<th>16d. Other Restriction(s)</th>
<th>16e. Registration Restriction(s) (non-codable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ College</td>
<td>☐ Major</td>
</tr>
<tr>
<td>☑ Appropriate SAT, ACT, or UAA-approved Math Placement Test scores may be used in lieu of the MATH A105 prerequisite.</td>
<td></td>
</tr>
</tbody>
</table>

| 17. ☑ Mark if course has fees | 18. ☐ Mark if course is a selected topic course |

<table>
<thead>
<tr>
<th>19. Justification for Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>This course and CM A213 are being un-cross-listed due to revisions to CM A213. MATH A105 is being added as a course prerequisite to increase student success in the course. Update CCG.</td>
</tr>
</tbody>
</table>

| Initiator Name (typed): Jeffrey C. Callahan | Initiator Signed Initials: _________ | Date: __________________ |

<table>
<thead>
<tr>
<th>Dean/Director of School/College</th>
<th>Date</th>
</tr>
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<tbody>
<tr>
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<table>
<thead>
<tr>
<th>Department Chairperson</th>
<th>Date</th>
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<th>Undergraduate/Graduate Academic Board Chairperson</th>
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<th>Date</th>
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<tr>
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<td>Disapproved</td>
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**Course Description:**

Outlines elements of civil design, including soils and soil mechanics, foundations, roads, and utilities using local, state and federal regulations. Introduces elements of construction surveying.

**Course Prerequisite(s):**

- AET A101 and AET A102 and MATH A105 with a minimum grade of C

**Test Score(s):**

- NA

**Co-requisite(s):**

- NA (concurrent enrollment required)

**Registration Restriction(s):**

- (non-codable) Appropriate SAT, ACT, or UAA-approved Math Placement Test scores may be used in lieu of the MATH A105 prerequisite.

**Mark if course has fees:**

- Yes

**Mark if course is a selected topic course:**

- No

---

**Justification for Action:**

This course and CM A213 are being un-cross-listed due to revisions to CM A213. MATH A105 is being added as a course prerequisite to increase student success in the course. Update CCG.

---

**Initiator (faculty only):**

Jeffrey C. Callahan

**Date:**

---

**Initiator (TYPE NAME):**

Jeffrey C. Callahan

**Date:**

---
<table>
<thead>
<tr>
<th>Impacted Program or Course</th>
<th>Type of Impact (course or program)</th>
<th>Catalog Page</th>
<th>Type/Date of Notification</th>
<th>Chair/Coordinator Contacted</th>
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<tr>
<td>Architectural &amp; Engineering Technology (AET)</td>
<td>Program requirement</td>
<td>163</td>
<td>Feb., 2011</td>
<td>Donald M. Ketner Jr.</td>
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<tr>
<td>Undergraduate Certificate, Civil Drafting</td>
<td>Requirement</td>
<td>165</td>
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<tr>
<td>Construction Management</td>
<td>Program requirement (remove cross-listing with CM A213)</td>
<td>183</td>
<td>Feb., 2011</td>
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<tr>
<td>Bachelor of Science, Construction Management</td>
<td>Requirement (remove cross-listing with CM A213)</td>
<td>184</td>
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<td>Donald M. Ketner Jr.</td>
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</table>
Course Content Guide  
University of Alaska Anchorage  
Community and Technical College

Department: Architectural & Engineering Technology  
Course Number: AET A213  
Course Title: Civil Technology  
Credits: 4

I. Course Description:

Outlines elements of civil design, including soils and soil mechanics, foundations, roads, and utilities using local, state, and federal regulations. Introduces elements of construction surveying.

II. Course Design:

A. This course is designed to provide sophomore-level students with a well-rounded view of the civil technology field and the associated drawings used.

B. 4.0 credits. (2 + 4)

C. Total time of student involvement: 180 hours
   1) Lecture: 30 hours
   2) Lab: 60 hours
   3) Outside: 90 hours

D. Required course for the AAS degree in Architecture & Engineering Technology and the AET Civil Drafting Certificate.

E. Lab fees are assessed for this course.

F. Course may be taught in any time frame, but not less than four weeks.

G. This is a revised course.

H. Course coordinated with: CM, KO, MA, UAF and faculty listserv

I. Course level justification: Builds upon a foundation of knowledge established in AET A101 and AET A102.

III. Course Activities

Class sessions will consist of lecture/discussions and individual projects. Emphasis will be on realistic assignments that will further the student’s understanding of office procedures and terminology within the civil engineering and surveying fields.
IV. Course Prerequisites/Registration Restrictions:

AET A101 and AET A102 and MATH A105 with a minimum grade of C. Appropriate SAT, ACT, or UAA-approved Math Placement Tests scores may be used in lieu of the MATH A105 prerequisite.

V. Course Evaluation:

Grades will be A-F.

VI. Course Curriculum:

1.0 Safety Procedures
   1.1 University policies
   1.2 Course and lab procedures
   1.3 Emergency egress review

2.0 Codes and Specifications
   2.1 Local codes
   2.2 Design criteria
   2.3 Standard specifications
   2.4 State and federal regulations

3.0 Soils
   3.1 Sampling
   3.2 Testing
   3.3 Properties and characteristics
   3.4 Compaction
   3.5 Stabilization

5.0 Road Design
   5.1 Horizontal curves
   5.2 Vertical curves
   5.3 Design speeds
   5.4 Sight distances

6.0 Utility Design
   6.1 Electric, telephone, cable
   6.2 Water
   6.3 Sewer
   6.4 Gas

7.0 Earthwork
   7.1 Grading
   7.2 Cut & fill
   7.3 Quantities

8.0 Construction Surveying
   8.1 Building location and staking
   8.2 Dimension control
   8.3 Road layout
   8.4 Utility layout

VII. Suggested Text:

VIII. References:


IX. Instructional Goals and Student Outcomes and Assessment Procedures:

A. Instructional Goal:

Present elements of civil design, including soils and soil mechanics, foundations, roads, utilities, and construction surveying.

B. Student Outcomes/Assessment Procedures:

<table>
<thead>
<tr>
<th>Student Outcomes</th>
<th>Assessment Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>After successful completion of the course, the student will be able to do the following:</td>
<td>This outcome will be assessed by one or more of the following:</td>
</tr>
<tr>
<td>Relate the various codes and specifications to the design of specific civil projects, including subdivision design, road design and the design of utilities.</td>
<td>Written Exam Class Project</td>
</tr>
<tr>
<td>Describe the importance of soils testing in the civil design process.</td>
<td>Written Exam Project</td>
</tr>
<tr>
<td>Define the properties and characteristics of soil types and how they relate to the construction process.</td>
<td>Written Exam Project</td>
</tr>
<tr>
<td>Describe how various street design code provisions apply to the actual design of streets and roads.</td>
<td>Written Exam Project</td>
</tr>
<tr>
<td>Utilize existing plan and profile construction drawings.</td>
<td>Written Exam Project</td>
</tr>
<tr>
<td>Apply the various utility design code provisions to the design of utilities.</td>
<td>Written Exam Project</td>
</tr>
<tr>
<td>Solve earthwork problems related to the design of construction projects.</td>
<td>Written Exam Project</td>
</tr>
<tr>
<td>Solve construction surveying problems related to the design of construction projects.</td>
<td>Written Exam Project</td>
</tr>
</tbody>
</table>
1a. School or College  
CT CTC

1b. Division  
ACDT Division of Construction   Design Technology

1c. Department  
AET

2. Course Prefix  
AET

3. Course Number  
A231

4. Previous Course Prefix & Number  
NA

5a. Credits/CEUs  
4 cr.

5b. Contact Hours  
(Lecture + Lab)  
(2+4)

6. Complete Course Title  
Structural Technology

6a. Abbreviated Title for Transcript (30 character)  
NA

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 CCG (please specify)

9. Repeat Status No  # of Repeats  NA  Max Credits  NA

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

11. Implementation Date  
semester/year  
From: Fall /2011  To: /9999

12. Cross Listed with  
CM A231

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>
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Initiator Name (typed):  Jeffrey C. Callahan  Initiator Signed Initials: _________  Date:________________

13b. Coordination Email  Date: January 31, 2011  
submitted to Faculty Listserv:  (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison  Date: January 31, 2011

14. General Education Requirement  
Mark appropriate box:

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

15. Course Description (suggested length 20 to 50 words)  
Examines structural theory and the physical principles that underlie structural behavior. Includes the use of materials in a manner to maintain structural stability against such natural forces as gravity, wind, snow, and earthquakes. Covers connection details and code requirements for wood, steel and reinforced concrete.

16a. Course Prerequisite(s) (list prefix and number)  
AET A101 and AET A102 and MATH A105 with a minimum grade of C

16b. Test Score(s)  
NA

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

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

16e. Registration Restriction(s) (non-codable)  
Appropriate SAT, ACT, or UAA-approved Math Placement Test scores may be used in lieu of the MATH A105 prerequisite.

17. ☒ Mark if course has fees

18. ☐ Mark if course is a selected topic course

19. Justification for Action  
MATH A105 is being added as a course prerequisite to increase student success in the course. Update CCG.

Initiator (faculty only)  Date  Dean/Director of School/College  Date

Initiator (TYPE NAME)  Date

Approved  Disapproved

Approved  Disapproved

Approved  Disapproved

Approved  Disapproved
# Course Being Changed: AET A231

<table>
<thead>
<tr>
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<th>Type of Impact (course or program)</th>
<th>Course Impacts examples: prerequisite, corequisite, recommended</th>
<th>Program Impacts examples: requirement, selective, program credit total</th>
<th>Catalog Page</th>
<th>Type/Date of Notification</th>
<th>Chair/Coordinator Contacted</th>
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<td></td>
<td>Donald M. Ketner Jr.</td>
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<tr>
<td>Undergraduate Certificate, Structural Drafting</td>
<td>Requirement</td>
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<td></td>
<td></td>
<td>Donald M. Ketner Jr.</td>
</tr>
<tr>
<td>Construction Management</td>
<td>Program requirement (cross-listed with CM A231)</td>
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<td></td>
<td>Donald M. Ketner Jr.</td>
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<tr>
<td>Associate of Applied Science, Construction Management</td>
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<td>Donald M. Ketner Jr.</td>
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<tr>
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<td>CM A331</td>
<td>Prerequisite (cross-listed with CM A231)</td>
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<td>Donald M. Ketner Jr.</td>
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Course Content Guide  
University of Alaska Anchorage  
Community and Technical College

Department: Architectural & Engineering Technology  
Course Number:  AET A231  
Course Title:  Structural Technology  
Credits:  4

I. Course Description:
Examines structural theory and the physical principles that underlie structural behavior. Includes the use of materials in a manner to maintain structural stability against such natural forces as gravity, wind, snow, and earthquakes. Covers connection details and code requirements for wood, steel and reinforced concrete.

II. Course Design:
A. This course is designed for sophomore level Architectural and Engineering Technology (AET) students.
B. 4.0 credits. (2 + 4)
C. Total time of student involvement: 180 hours
   1) Lecture: 30 hours
   2) Lab: 60 hours
   3) Outside: 90 hours
D. Required course for the AAS degree in Architecture & Engineering Technology, and AET Structural Drafting Certificate.
E. Lab fees are assessed for this course.
F. Course may be taught in any time frame, but not less than four weeks.
G. This is a revised course.
H. Course coordinated with: CM, KO, MA, UAF, and faculty listserve.
I. Course level justification: Builds upon a foundation of knowledge established in AET A101 and AET A102. Connects completed course work or industry experience with advanced skill development.

III. Course Activities:
Class sessions will consist of lecture/discussions and individual projects completed using CADD software and manual techniques in sketching and lettering. Emphasis will be on realistic assignments that duplicate structural engineering office procedures and terminology.
IV. **Course Prerequisites/Registration Restrictions:**

AET A101 and AET A102 and MATH A105 with a minimum grade of C. Appropriate SAT, ACT, or UAA-approved Math Placement Tests scores may be used in lieu of the MATH A105 prerequisite.

V. **Course Evaluation:**

Grades will be A – F.

VI. **Course Curriculum:**

1.0 Safety Procedures
   1.1 University policies
   1.2 Course and lab procedures
   1.3 Emergency egress review

2.0 Statics
   2.1 Nature of forces
   2.2 Moment
   2.3 Equilibrium
   2.4 Free body diagrams
   2.5 Properties of areas
   2.6 Stress and strain

3.0 Beams and Columns
   3.1 Types of beams
   3.2 Loads
   3.3 Shear and moment
   3.4 Beam stress
   3.5 Columns

4.0 Wood Construction
   4.1 Allowable unit stress
   4.2 Lumber sizes
   4.3 Design of wood beams
   4.4 Glue laminated beams
   4.5 Wood columns

5.0 Steel Construction
   5.1 Properties of steel
   5.2 Allowable stress
   5.3 Steel beam design for flexure
   5.4 Lateral support
   5.5 Shear
   5.6 Deflection
   5.7 Composite design
   5.8 Steel columns
   5.9 Load and resistance factor design (LRFD)

6.0 Reinforced Concrete Construction
   6.1 Properties of concrete
   6.2 Reinforced concrete theory
   6.3 Design of reinforced concrete beams
   6.4 Continuity of reinforced concrete
   6.5 Prestressed concrete
   6.6 Reinforced concrete columns
7.0 Walls
   7.1 Stud walls
   7.2 Masonry walls
   7.3 Reinforced concrete walls
   7.4 Tilt-up walls
   7.5 Retaining walls

8.0 Connections
   8.1 Wood-to-wood connections
   8.2 Wood-to-steel connections
   8.3 Steel-to-steel connections

VII. Suggested Text:


VIII. References:


IX. Instructional Goals, Student Outcomes, and Assessment Procedures:

A. Instructional Goal
Present the elements of structural design, including structural theory, material behavior, detailing, and codes.

B. Student Outcomes/Assessment Procedures:

<table>
<thead>
<tr>
<th>Student Outcomes</th>
<th>Assessment Procedures</th>
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<tbody>
<tr>
<td>After successful completion of the course, the student will be able to do the following:</td>
<td>This outcome will be assessed by one or more of the following:</td>
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<tr>
<td>Illustrate the nature of forces on a structural framework</td>
<td>Solutions Manual Written Exam</td>
</tr>
<tr>
<td>Apply the fundamentals of statics to solve simple problems of structural design.</td>
<td>Solutions Manual Written Exam</td>
</tr>
<tr>
<td>Calculate bending, shear, and deflection for various beam types.</td>
<td>Solutions Manual Written Exam</td>
</tr>
<tr>
<td>Identify the properties of columns.</td>
<td>Solutions Manual Written Exam</td>
</tr>
<tr>
<td>Describe how wood beams and columns are designed for given loading situations.</td>
<td>Solutions Manual Written Exam</td>
</tr>
<tr>
<td>Describe how steel beams and columns are designed for given loading situations.</td>
<td>Solutions Manual Written Exam</td>
</tr>
<tr>
<td>Describe how reinforced concrete beams and columns are designed for given loading situations.</td>
<td>Solutions Manual Written Exam</td>
</tr>
<tr>
<td>Classify the various types of walls.</td>
<td>Solutions Manual Written Exam</td>
</tr>
<tr>
<td>Describe the advantages and disadvantages of each wall type.</td>
<td>Solutions Manual Written Exam</td>
</tr>
<tr>
<td>Identify the design issues involved with each wall type.</td>
<td>Solutions Manual Written Exam</td>
</tr>
<tr>
<td>Relate the forces placed on connections to the design of fastening systems for wood-to-wood connections, wood-to-steel connections, and steel-to-steel connections.</td>
<td>Solutions Manual Written Exam</td>
</tr>
<tr>
<td>Explain the role of soils and concrete reinforcement in the design of foundations</td>
<td>Solutions Manual Written Exam</td>
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### 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>CT CTC</td>
<td>ACDT Division of Construction</td>
<td>CM</td>
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<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>
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<tbody>
<tr>
<td>CM</td>
<td>A101</td>
<td>NA</td>
<td>4 cr.</td>
<td>(2+4)</td>
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#### Complete Course Title

**Fundamentals of CADD for Building Construction** *(Fund. of CADD for Bldg. Const.)*

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

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<table>
<thead>
<tr>
<th>7. Type of Course</th>
<th>8. Type of Action:</th>
<th>9. Repeat Status No</th>
<th>10. Grading Basis</th>
<th>11. Implementation Date</th>
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<tr>
<td></td>
<td>Add or Change or Delete</td>
<td>NA</td>
<td>A-F</td>
<td>semester/year</td>
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<td></td>
<td></td>
<td></td>
<td>P/NP</td>
<td>From: Fall /2011</td>
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<td></td>
<td></td>
<td></td>
<td>NG</td>
<td>To: 9999</td>
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<table>
<thead>
<tr>
<th>12. Cross Listed with AET A101</th>
<th>13a. Impacted Courses or Programs: List any programs or college requirements that require this course.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stacked with NA</td>
<td>Please type into fields provided in table. If more than three entries, submit a separate table. A template is available at <a href="http://www.uaa.alaska.edu/governance">www.uaa.alaska.edu/governance</a>.</td>
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</table>

**Impacted Program/Course**

<table>
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<th>Catalog Page(s)</th>
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</table>

**Initiator Name (typed):** Jeffrey C. Callahan

**Initiator Signed Initials:** __________________

**Date:** __________________

---

**13b. Coordination Email**

Date: January 31, 2011

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

**13c. Coordination with Library Liaison**

Date: January 31, 2011

---

**14. General Education Requirement**

Mark appropriate box:

<table>
<thead>
<tr>
<th>Mark appropriate box:</th>
<th>Oral Communication</th>
<th>Written Communication</th>
<th>Quantitative Skills</th>
<th>Humanities</th>
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<tbody>
<tr>
<td>Fine Arts</td>
<td>Social Sciences</td>
<td>Natural Sciences</td>
<td>Integrative Capstone</td>
<td></td>
</tr>
</tbody>
</table>

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

Introduces basic CADD (computer aided drafting and design) skills necessary in civil, architectural, structural, mechanical and electrical drafting within the construction industry. Defines the working relationship between design and construction professionals and drafters/technicians.

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

MATH A105 with a minimum grade of C or concurrent enrollment

**16b. Test Score(s)**

NA

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

NA

**16d. Other Restriction(s)**

<table>
<thead>
<tr>
<th>College</th>
<th>Major</th>
<th>Class</th>
<th>Level</th>
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</thead>
</table>

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

Proof of eligibility for placement into ENGL A111. Appropriate SAT, ACT, or UAA-approved Math Placement Test scores may be used in lieu of MATH A105.

**17. Mark if course has fees**

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

**19. Justification for Action**

To increase student success in the program by requiring them to understand intermediate algebra before they attempt classes that require CM A101 as a prerequisite. Update CCG.
<table>
<thead>
<tr>
<th>Initator (faculty only)</th>
<th>Date</th>
<th>Approved</th>
<th>Disapproved</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jeffrey C. Callahan</td>
<td></td>
<td></td>
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<table>
<thead>
<tr>
<th>Initiator (TYPE NAME)</th>
<th>Date</th>
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<th>Disapproved</th>
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<thead>
<tr>
<th>Dean/Director of School/College</th>
<th>Date</th>
<th>Approved</th>
<th>Disapproved</th>
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<thead>
<tr>
<th>Department Chairperson</th>
<th>Date</th>
<th>Approved</th>
<th>Disapproved</th>
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<thead>
<tr>
<th>Curriculum Committee Chairperson</th>
<th>Date</th>
<th>Approved</th>
<th>Disapproved</th>
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<th>Disapproved</th>
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<tr>
<td>Impacted Program or Course</td>
<td>Course Impacts examples: prerequisite, corequisite, recommended</td>
<td>Program Impacts examples: requirement, selective, program credit total</td>
<td>Catalog Page</td>
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<td>Occupational Endorsement in CAD</td>
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<td>AET A181</td>
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</table>
Course Content Guide  
University of Alaska Anchorage  
Community and Technical College

Department: Construction Management  
Course Number: CM A101  
Course Title: Fundamentals of CADD for Building Construction  
Credits: 4

I. Course Description:

Introduces basic CADD (computer aided drafting and design) skills necessary in civil, architectural, structural, mechanical and electrical drafting within the construction industry. Defines the working relationship between design and construction professionals and drafters/technicians.

II. Course Design:

A. The course is designed for entry-level students and associate degree-seeking students where students will establish basic skills used to produce construction drawings with CADD software.

B. 4.0 credits. (2 + 4)

C. Total time of student involvement: 180 hours
   1) Lecture: 30 hours
   2) Lab: 60 hours
   3) Outside: 90 hours

D. Required course for the AAS and BS in Construction Management.

E. Lab fees are assessed for this course.

F. Course may be taught in any time frame, but not less than four weeks.

G. This is a revised course.

H. Course coordinated with: AET, KO, MA, UAF and faculty listserve.

I. Course level justification: This course introduces a field of knowledge and develops basic skills.

III. Course Activities:

Class sessions will consist of lecture/discussions and individual projects completed using CADD software. Emphasis will be on realistic assignments that will introduce students to office procedures and terminology.
IV. Course Prerequisites/Registration Restrictions:

MATH A105 with a minimum grade of C or concurrent enrollment. Proof of eligibility for placement into ENGL A111. Appropriate SAT, ACT, or UAA-approved Math Placement Test scores may be used in lieu of MATH A105.

V. Course Evaluation:

Grades will be A – F.

VI. Course Curriculum:

1.0 Safety Procedures
   1.1 University policies
   1.2 Course and lab procedures
   1.3 Emergency egress review

2.0 Participants in Construction
   2.1 Owners
   2.2 Design team
   2.3 Construction team
   2.4 Regulatory agents

3.0 Construction Drawings
   3.1 Use and role
   3.2 National CAD standard
   3.3 Sheet sizes, layout and numbering
   3.4 Coordination with written specifications
   3.5 Drawing subsets
   3.6 Drawing views and orthographic projection

4.0 CADD Command Structure
   4.1 File commands
   4.2 Draw and edit commands
   4.3 Modify commands
   4.4 Insert and format commands
   4.5 Dimension and text commands
   4.6 Blocks
   4.7 Scaling
   4.8 Plotting

5.0 Civil/Site Development Drawings
   5.1 Use and role
   5.2 Reading/interpretation and line types
   5.3 Plats, plot plans, as-builts
   5.4 Topography
   5.5 Civil engineering dimensioning (English and ISO units)
   5.6 Terminology, symbols and abbreviations

6.0 Architectural Drawings
   6.1 Use and role
   6.2 Reading/interpretation and line types
   6.3 Schedules
   6.4 Architectural dimensioning (English and ISO units)
   6.5 Terminology, symbols and abbreviations
7.0 Structural Drawings
   7.1 Use and role
   7.2 Reading/interpretation and line types
   7.3 Structural dimensioning (English and ISO units)
   7.4 Terminology, symbols and abbreviations
8.0 Mechanical Drawings
   8.1 Use and role
   8.2 Reading, interpretation and line types
   8.3 Plumbing
   8.4 HVAC
   8.5 Schedules
   8.6 Terminology, symbols and abbreviations
9.0 Electrical Drawings
   9.1 Use and role
   9.2 Reading, interpretation and line types
   9.3 Electrical system components
   9.4 Schematic and plan layouts
   9.5 Schedules
   9.6 Terminology, symbols, and abbreviations
10.0 Projection
    10.1 Projection theory: observer, projection plane, and object
    10.2 Projection types
11.0 Drawing sheet organization and schedules
    11.1 Drawing area and title blocks
    11.2 Production drawing area
    11.3 Drawing coordinate systems
    11.4 Cover sheets
    11.5 Schedule formats, heading, and content

VII. Suggested Texts:


VIII. References:


**IX. Instructional Goals, Student Outcomes and Assessment Procedures:**

**A. Instructional Goal:**

Introduce basic CADD (computer aided drafting and design) skills necessary in civil, architectural, structural, mechanical and electrical drafting in the design and construction industry.
### B. Student Outcomes/Assessment Procedures:

<table>
<thead>
<tr>
<th>Student Outcomes</th>
<th>Assessment Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>After successful completion of the course, the student will be able to do the following:</td>
<td>This outcome will be assessed by one or more of the following:</td>
</tr>
<tr>
<td>Examine the working relationships and primary roles of the participants in the construction process.</td>
<td>Written Exam</td>
</tr>
<tr>
<td>Class participation</td>
<td></td>
</tr>
<tr>
<td>Describe how construction drawings and their accompanying written specifications are coordinated for a single project.</td>
<td>Written Exam</td>
</tr>
<tr>
<td>Explain construction drawing set organization including drawing subsets (civil/site, architectural, structural, mechanical, electrical, and others as required by the needs of the project), the information conveyed by each subset, and how the subsets are related.</td>
<td>Written Exam</td>
</tr>
<tr>
<td>CADD project</td>
<td></td>
</tr>
<tr>
<td>Define the basic commands and techniques used with computer-aided design and drafting (CADD) software including file, draw, edit, modify, insert, format, dimension, and text commands.</td>
<td>Written Exam</td>
</tr>
<tr>
<td>CADD project</td>
<td></td>
</tr>
<tr>
<td>Compute drawing scales for blocks, linetype, hatch, and plotting in CADD.</td>
<td>Written Exam</td>
</tr>
<tr>
<td>Produce civil/site development drawings, architectural drawings, structural drawings, and electrical drawings using CADD software.</td>
<td>CADD Project</td>
</tr>
<tr>
<td>Apply drafting conventions including: drawing sheet sizes, sheet-numbering, drawing sheet layout, line types, drawing views, dimensions, coordinate systems, scales, symbols, hatching, notation, basic terminology, and abbreviations used in architectural, civil, mechanical, electrical, and structural drawings.</td>
<td>Written Exam</td>
</tr>
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</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>CT CTC</th>
<th>1b. Division</th>
<th>ACDT Division of Construction</th>
<th>Design Technology</th>
<th>1c. Department</th>
<th>CM</th>
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</thead>
<tbody>
<tr>
<td>2. Course Prefix</td>
<td>CM</td>
<td>3. Course Number</td>
<td>A142</td>
<td>4. Previous Course Prefix &amp; Number</td>
<td>NA</td>
<td>5a. Credits/CEUs</td>
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</tbody>
</table>

### Complete Course Title
Mechanical and Electrical Technology (Mechanical & ElectricalTech.)

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

<table>
<thead>
<tr>
<th>2. Course Prefix</th>
<th>CM</th>
</tr>
</thead>
<tbody>
<tr>
<td>3. Course Number</td>
<td>A142</td>
</tr>
</tbody>
</table>

### Type of Course
- [x] Academic
- [ ] Preparatory/Development
- [ ] Non-credit
- [ ] CEU
- [ ] Professional Development

### Type of Action:
- [ ] Add
- [x] Change
- [ ] Delete

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

### Repeat Status No

#### # of Repeats
NA

#### Max Credits
NA

### Grading Basis
- [x] A-F
- [ ] P/NP
- [ ] NG

### Implementation Date
From: Fall 2011
To: 9999

### Cross Listed with
- AET A142

### Stacked with
NA

### Course Description (suggested length 20 to 50 words)
Introduces the basic mechanical and electrical systems required in all buildings for the safety, health, comfort, and convenience of the occupants. Emphasizes design criteria, code requirements, interpretation of construction drawings and building energy usage.

### Course Prerequisite(s) (list prefix and number)
- CM A101 and CM A102 and MATH A105 with a minimum grade of C

### Test Score(s)
NA

### Co-requisite(s) (concurrent enrollment required)
NA

### Registration Restriction(s)

### Mark if course has fees

### Mark if course is a selected topic course

### Justification for Action
MATH A105 is being added as a prerequisite to increase student success in the course. Change course description to include building energy usage. Update CCG.

---

**Initiator Name (typed): Jeffrey C. Callahan**

**Initiator Signed Initials:**

**Date:**

---

**Initiator (faculty only) (TYPE NAME)**

**Approved**

**Disapproved**

**Dean/Director of School/College**

**Date**

---

**Department Chairperson**

**Approved**

**Disapproved**

**Date**

---

**Curriculum Committee Chairperson**

**Approved**

**Disapproved**

**Provost or Designee**

**Date**

---

196
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<th>Catalog Page</th>
<th>Type/Date of Notification</th>
<th>Chair/Coordinator Contacted</th>
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<td>Donald M. Ketner Jr.</td>
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<td>Donald M. Ketner Jr.</td>
</tr>
<tr>
<td>Bachelor of Science, Construction Management</td>
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<td>184</td>
<td>Feb., 2011</td>
<td>Donald M. Ketner Jr.</td>
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</table>
Course Content Guide
University of Alaska Anchorage
Community and Technical College

Department: Construction Management
Course Number: CM A142
Course Title: Mechanical and Electrical Technology
Credits: 4

Date: February 18, 2011

I. Course Description:

Introduces the basic mechanical and electrical systems required in all buildings for the safety, health, comfort, and convenience of the occupants. Emphasizes design criteria, code requirements, interpretation of construction drawings and building energy usage.

II. Course Design:

A. Introduces students to the basic concepts, processes and fundamentals of the mechanical and electrical systems common to all buildings.

B. The class 4.0 credits. (3 + 2)

C. Total time of student involvement: 180 hours
  1) Lecture: 45 hours
  2) Lab:   30 hours
  3) Outside: 105 hours

D. Required course for the AAS and BS degrees in Construction Management.

E. Lab fees are assessed for this course.

F. Course may be taught in any time frame, but not less than four weeks.

G. This is a revised course.

H. Course coordinated with: AET, KO, MA, UAF, and faculty listserve.

I. Course level justification: Introduces a field of knowledge and develops basic skills.

III. Course Activities

Class sessions will consist of lecture/discussions, individual projects, and group projects. Emphasis will be on realistic assignments that will introduce students to building systems concepts, design parameters, and terminology.
IV. Course Prerequisites/Registration Restrictions:

CM A101 and CM A102 and MATH A105 with a minimum grade of C. Appropriate SAT, ACT, or UAA-approved Math Placement Tests scores may be used in lieu of the MATH A105 prerequisite.

V. Course Evaluation

Grades will be A - F.

VI. Course Outline

1.0 Safety and Procedures
   1.1 University policies
   1.2 Course and lab safety procedures
   1.3 Egress review
2.0 Water Supply and Design
   2.1 Water source and distribution
   2.2 Water systems
   2.3 Water demand
   2.4 Plumbing codes
   2.5 Pipe materials, fittings, valves
   2.6 Upfeed/downfeed systems
   2.7 Design calculations
3.0 Plumbing Drain, Waste, and Vent Systems
   3.1 Drainage and venting principles
   3.2 Water supply systems
   3.3 Terminology
   3.4 Piping materials and fittings
   3.5 Plumbing fixtures
   3.6 Drainage design
4.0 Basic Thermal Process and Human Comfort
   4.1 Heat transfer
   4.2 Temperature and humidity
   4.3 Ventilation
   4.4 Solar orientation and design
5.0 Building Heat Loss
   5.1 Calculation factors
   5.2 “R” and “U” values
   5.3 Infiltration losses
   5.4 Heating degree days
   5.5 Energy use and heating fuel costs
6.0 Heating, Ventilating, and Air Conditioning
   6.1 Hot water heating
   6.2 Heat plants and chillers
   6.3 Forced air systems
   6.4 Ducts, duct fittings, duct design
   6.5 Supply/return locations
   6.6 Interpret HVAC drawings
7.0 Fundamentals of Electricity
   7.1 AC/DC generation and circuits
   7.2 Ohm’s Law
7.3 Watt’s Law  
7.4 Conductors and insulators  
7.5 Transformers  
7.6 Electrical distribution grids  

8.0 Building Electrical Systems  
8.1 Overhead and lateral services  
8.2 Meters  
8.3 Building disconnect switches  
8.4 Panels  
8.5 Main distribution panels  
8.6 Branch panels  
8.7 Interpret electrical drawings  

9.0 Branch Circuits  
9.1 Circuit breakers  
9.2 Conductors  
9.3 Devices  
9.4 Loading  

10.0 Lighting  
10.1 Lighting levels and lighting efficiency  
10.2 Light fixtures types  
10.3 Switching  
10.4 Interpret lighting drawings  

VII. Suggested Texts  


VIII. References  


code. Quincy, MA: Author.


IX. Instructional Goals, Student Outcomes and Assessment Procedures:

A. Instructional Goal:

Introduce basic knowledge of building mechanical and electrical systems to entry-level technicians and construction managers.

B. Student Outcomes/Assessment Procedures:

<table>
<thead>
<tr>
<th>Student Outcomes</th>
<th>Assessment Procedures</th>
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<tbody>
<tr>
<td>After successful completion of the course, the student will be able to do the following:</td>
<td>This outcome will be assessed by one or more of the following:</td>
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<tr>
<td>Identify potable water systems, the regulatory codes for water system design and installation and calculate piping size based on demand.</td>
<td>Class Participation Project Written Exam</td>
</tr>
<tr>
<td>Identify the elements drainage piping system for buildings, the regulatory codes for drainage system design and installation, the purpose of system venting, and the installation methods and materials for drain, waste and vent systems for buildings.</td>
<td>Class Participation Project Written Exam</td>
</tr>
<tr>
<td>Summarize the effects of heat transfer, temperature and humidity, building solar design/orientation, and fresh air ventilation on human comfort and energy usage.</td>
<td>Class Participation Project Written Exam</td>
</tr>
<tr>
<td>Describe the effect that climate and building construction systems have on the building’s heat loss/gain and energy usage.</td>
<td>Class Participation Project Written Exam</td>
</tr>
<tr>
<td>Identify the equipment and components of HVAC systems.</td>
<td>Class Participation Drawings Interpretation Written Exam</td>
</tr>
<tr>
<td>Describe methods of electrical power generation and distribution grids.</td>
<td>Class Participation Written Exercise</td>
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<tr>
<td>Task</td>
<td>Format</td>
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<tr>
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<td>------------------------------------</td>
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<tr>
<td>Describe the properties of conductors and insulators.</td>
<td>Written Exam</td>
</tr>
<tr>
<td>Describe the different types of electrical services and the electrical equipment used for power distribution in buildings.</td>
<td>Class Participation Written Exam</td>
</tr>
<tr>
<td>Examine branch circuitry for residential and commercial buildings, identify the materials and methods used, estimate branch circuit loads for lighting, appliances, and motors, and compute conductor and conduit sizes.</td>
<td>Class Participation Project Written Exam</td>
</tr>
<tr>
<td>Identify the requirements for low-voltage power systems such as building controls, communication, fire alarm, and TV.</td>
<td>Class Participation Written Exam</td>
</tr>
<tr>
<td>Define various types of interior lighting, lighting levels, energy use by lighting type and calculate the lumens required using software or the zonal cavity method.</td>
<td>Class Participation Project Written Exam</td>
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</table>
### Course Action Request

**University of Alaska Anchorage**

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

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<table>
<thead>
<tr>
<th>1a. School or College</th>
<th>1b. Division</th>
<th>1c. Department</th>
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<tr>
<td>CT CTC</td>
<td>ACDT Division of Construction</td>
<td>CM</td>
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<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>
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<td>Construction Civil Technology (Constr.Civil Technology)</td>
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<th>Max Credits</th>
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<td>NA</td>
<td>NA</td>
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<table>
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<th>11. Implementation Date (semester/year)</th>
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<td>From: Fall /2011</td>
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<td>To: /9999</td>
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<th>12. Cross Listed with NA</th>
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<table>
<thead>
<tr>
<th>13. Impacting Courses or Programs:</th>
</tr>
</thead>
<tbody>
<tr>
<td>List any programs or college requirements that require this course.</td>
</tr>
<tr>
<td>Please type into fields provided in table. If more than three entries, submit a separate table. A template is available at <a href="http://www.uaa.alaska.edu/governance">www.uaa.alaska.edu/governance</a>.</td>
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<table>
<thead>
<tr>
<th>Impacted Program/Course</th>
<th>Catalog Page(s)</th>
<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
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</table>

<table>
<thead>
<tr>
<th>13a. Initiator Name (typed): Dr. Alan B. Peabody</th>
</tr>
</thead>
<tbody>
<tr>
<td>Initiator Signed Initials: ________________________</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>13b. Coordination Email</th>
<th>Date: January 31, 2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>submitted to Faculty Listserv: (<a href="mailto:uafaculty@lists.uaa.alaska.edu">uafaculty@lists.uaa.alaska.edu</a>)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>13c. Coordination with Library Liaison</th>
<th>Date: January 31, 2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date: ________________________________</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>14. General Education Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mark appropriate box:</td>
</tr>
<tr>
<td>☑ Oral Communication</td>
</tr>
<tr>
<td>☑ Written Communication</td>
</tr>
<tr>
<td>☑ Quantitative Skills</td>
</tr>
<tr>
<td>☑ Natural Sciences</td>
</tr>
<tr>
<td>☑ Integrative Capstone</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>15. Course Description (suggested length 20 to 50 words)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outlines elements of civil design and construction, including soils and soil properties, roads, earthwork and utilities using local, state, and federal regulations. Students will also be introduced to construction surveying.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>16a. Course Prerequisite(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(list prefix and number) CM A101 and CM A102 and MATH A105 with a minimum grade of C.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>16b. Test Score(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>NA</td>
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</table>

<table>
<thead>
<tr>
<th>16c. Co-requisite(s) (concurrent enrollment required)</th>
</tr>
</thead>
<tbody>
<tr>
<td>NA</td>
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</table>

<table>
<thead>
<tr>
<th>16d. Other Restriction(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>☑ College</td>
</tr>
<tr>
<td>☑ Major</td>
</tr>
<tr>
<td>☑ Class</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>16e. Registration Restriction(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(non-codable) Appropriate SAT, ACT, or UAA-approved Math Placement Tests scores may be used in lieu of the MATH A105 prerequisite.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>17. Mark if course has fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>☑</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>18. Mark if course is a selected topic course</th>
</tr>
</thead>
<tbody>
<tr>
<td>☑</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>19. Justification for Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course is being revised to meet American Council of Construction Education accreditation criteria. MATH A105 is being added as a prequisite to increase student success in the course. Remove cross listing with AET A213 and change course title. Revise CCG.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Initiator (faculty only)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Alan B. Peabody</td>
</tr>
</tbody>
</table>

| Date: ____________________|

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<table>
<thead>
<tr>
<th>Dean/Director of School/College</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date: _________________________</td>
</tr>
</tbody>
</table>

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<table>
<thead>
<tr>
<th>Undergraduate/Graduate Academic</th>
</tr>
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<tr>
<td>Date: _________________________</td>
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<table>
<thead>
<tr>
<th>Provost or Designee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date: _________________________</td>
</tr>
<tr>
<td>Impacted Program or Course</td>
</tr>
<tr>
<td>----------------------------</td>
</tr>
<tr>
<td>Architectural &amp; Engineering Technology (AET)</td>
</tr>
<tr>
<td>Undergraduate Certificate, Civil Drafting</td>
</tr>
<tr>
<td>Construction Management</td>
</tr>
<tr>
<td>Bachelor of Science, Construction Management</td>
</tr>
<tr>
<td>CM A313</td>
</tr>
</tbody>
</table>
I. Course Description:

Outlines elements of civil design and construction, including soils and soil properties, roads, earthwork and utilities using local, state, and federal regulations. Students will also be introduced to construction surveying.

II. Course Design:

A. This course is designed for sophomore level students with a well-rounded view of the technology and regulations used for civil works and the surveying techniques used in general construction.

B. 4.0 credits. (2 + 4)

C. Total time of student involvement: 180 hours

1) Lecture: 30 hours
2) Lab: 60 hours
3) Outside: 90 hours

D. Required course for the BS and AAS degrees in Construction Management.

E. Lab fees are assessed for this course.

F. Course may be taught in any time frame, but not less than four weeks.

G. This is a revised course.

H. Course coordinated with: AET, KO, MA, SOE, UAF, and faculty listserve.

I. Course level justification: Builds upon a foundation of knowledge established in CM A101 and CM A102.

III. Course Activities

Class sessions will consist of lecture/discussions and individual projects. Emphasis will be on realistic assignments that will further student’s understanding of procedures and terminology for civil works and general construction.
IV. Course Prerequisites/Registration Restrictions:

CM A101 and CM A102 and MATH A105 with a minimum grade of C. Appropriate SAT, ACT, or UAA-approved Math Placement Tests scores may be used in lieu of the MATH A105 prerequisite.

V. Course Evaluation:

Grades will be A-F.

VI. Course Curriculum:

1.0 Safety Procedures
   1.1 University policies
   1.2 Course and lab procedures
   1.3 Emergency egress review

2.0 Codes and Specifications
   2.1 Local codes
   2.2 Design criteria
   2.3 Standard specifications
   2.4 State and federal regulations

3.0 Soil Materials
   3.1 Sampling
   3.2 Testing
   3.3 Types, properties and characteristics
   3.4 Compaction
   3.5 Stabilization

4.0 Road Design
   5.1 Horizontal curves
   5.2 Vertical curves
   5.3 Design speeds
   5.4 Sight distances

5.0 Utility Design
   6.1 Electric, telephone, cable
   6.2 Water
   6.3 Sewer
   6.4 Gas

7.0 Earthwork
   7.1 Grading
   7.2 Cut & fill
   7.3 Quantities

8.0 Construction Surveying
   8.1 Level Circuits
   8.2 Traverses
   8.3 Building location and staking
   8.2 Road and slope staking
   8.5 Utility staking
   8.6 GPS and laser control
VII. Suggested Text:


VIII. References:


IX. Instructional Goals and Student Outcomes and Assessment Procedures:

A. Instructional Goal:

Present elements of civil design, including soils, earthwork, roads, utilities, and construction surveying.

B. Student Outcomes/Assessment Procedures:

<table>
<thead>
<tr>
<th>Student Outcomes:</th>
<th>Assessment Procedures:</th>
</tr>
</thead>
<tbody>
<tr>
<td>After successful completion of the course, the student will be able to do the following:</td>
<td>This outcome will be assessed by one or more of the following:</td>
</tr>
<tr>
<td>Relate codes and specifications to the design and construction of civil projects, including site development, road design and the design of utilities.</td>
<td>Written Exam Project</td>
</tr>
<tr>
<td>Describe the importance of soils testing in the civil design and construction process.</td>
<td>Written Exam Project</td>
</tr>
<tr>
<td>Define the properties and characteristics of soil types and how they relate to design and construction.</td>
<td>Written Exam</td>
</tr>
<tr>
<td>Describe how design codes apply to the design of streets, roads, and highways.</td>
<td>Written Exam Project</td>
</tr>
<tr>
<td>Utilize existing plan and profile construction drawings.</td>
<td>Written Exam Project</td>
</tr>
<tr>
<td>Task</td>
<td>Format</td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>Apply the utility design codes to the design of utilities.</td>
<td>Written Exam</td>
</tr>
<tr>
<td>Solve earthwork problems related to the design and construction of</td>
<td>Project</td>
</tr>
<tr>
<td>civil projects.</td>
<td></td>
</tr>
<tr>
<td>Solve construction surveying problems related to the design and</td>
<td>Written Exam</td>
</tr>
<tr>
<td>layout of construction projects.</td>
<td>Project</td>
</tr>
<tr>
<td>Calculate work quantities based on civil drawings</td>
<td>Written Exam</td>
</tr>
<tr>
<td>Project</td>
<td></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>CT CTC</td>
<td>ACDT Division of Construction</td>
<td>CM</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>CM</td>
<td>A231</td>
<td>NA</td>
<td>4 cr.</td>
<td>(2+4)</td>
</tr>
</tbody>
</table>

6. **Complete Course Title**

**Structural Technology**

**Abbreviated Title for Transcript**

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

8. **Type of Action:**
   - [ ] Add
   - [x] Change
   - [ ] Delete

If a change, mark appropriate boxes:
- [ ] Prefix
- [ ] Credits
- [ ] Title
- [ ] Grading Basis
- [ ] Course Description
- [ ] Test Score Prerequisites
- [ ] Other Restrictions
  - [x] Class
  - [x] Level
  - [ ] College
  - [ ] Major
  - [ ] Other CCG (please specify)
- [ ] Cross-Listed/Stacked
- [ ] Registration Restrictions

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

10. **Grading Basis**
    - [x] A-F
    - [ ] P/NP
    - [ ] NG

11. **Implementation Date**
    - Semester/year: Fall 2011
    - To: 9999

12. **Cross Listed with**
    - AET A231

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.uaa.alaska.edu/governance](http://www.uaa.alaska.edu/governance).

<table>
<thead>
<tr>
<th>Impacted Program/Course</th>
<th>Catalog Page(s)</th>
<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

13b. **Coordination Email**
    Date: January 31, 2011
    submitted to Faculty Listserv: [uaa-faculty@lists.uaa.alaska.edu](mailto:uaa-faculty@lists.uaa.alaska.edu)

13c. **Coordination with Library Liaison**
    Date: January 31, 2011

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

15. **Course Description**
    (suggested length 20 to 50 words)
    Examine structural theory and the physical principles that underlie structural behavior. Includes the use of materials in a manner to maintain structural stability against such natural forces as gravity, wind, snow, and earthquakes. Covers connection details and code requirements for wood, steel and reinforced concrete.

16a. **Course Prerequisite(s)**
    (list prefix and number)
    CM A101 and CM A102 and MATH A105 with a minimum grade of C.

16b. **Test Score(s)**
    NA

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

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

16e. **Registration Restriction(s)**
    (non-codable)
    Appropriate SAT, ACT, or UAA-approved Math Placement Tests scores may be used in lieu of the MATH A105 prerequisite.

17. **Mark if course has fees**

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

19. **Justification for Action**
    MATH A105 is being added as a prerequisite to increase student success in the course. Update CCG.

---

Initiator Name (typed): Jeffrey C. Callahan
Initiator Signed Initials: __________
Date: __________

Initiator (TYPE NAME)

Approved
Disapproved

Dean/Director of School/College

Date

Department Chairperson

Date

Approved
Disapproved

Board Chairperson

Date

Undergraduate/Graduate Academic Board Chairperson

Date

Provost or Designee

Date
## Course Being Changed: CM A231

<table>
<thead>
<tr>
<th>Impacted Program or Course</th>
<th>Type of Impact (course or program)</th>
<th>Course Impacts examples: prerequisite, corequisite, recommended</th>
<th>Program Impacts examples: requirement, selective, program credit total</th>
<th>Catalog Page</th>
<th>Type/Date of Notification</th>
<th>Chair/Coordinator Contacted (not listerve)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Architectural &amp; Engineering Technology (AET)</td>
<td>Program requirement (cross-listed with AET A231)</td>
<td></td>
<td></td>
<td>163</td>
<td>Feb., 2011</td>
<td>Donald M. Ketner Jr.</td>
</tr>
<tr>
<td>Associate of Applied Science, Architectural and Engineering Technology</td>
<td>Requirement (cross listed with AET A231)</td>
<td></td>
<td></td>
<td>166</td>
<td>Feb., 2011</td>
<td>Donald M. Ketner Jr.</td>
</tr>
<tr>
<td>Undergraduate Certificate, Structural Drafting</td>
<td>Requirement (cross-listed with AET A231)</td>
<td></td>
<td></td>
<td>165</td>
<td>Feb., 2011</td>
<td>Donald M. Ketner Jr.</td>
</tr>
<tr>
<td>Construction Management</td>
<td>Program requirement</td>
<td></td>
<td></td>
<td>183</td>
<td>Feb., 2011</td>
<td>Donald M. Ketner Jr.</td>
</tr>
<tr>
<td>Bachelor of Science, Construction Management</td>
<td>Requirement</td>
<td></td>
<td></td>
<td>184</td>
<td>Feb., 2011</td>
<td>Donald M. Ketner Jr.</td>
</tr>
<tr>
<td>CM A331</td>
<td>Prerequisite</td>
<td></td>
<td></td>
<td>352</td>
<td>Feb., 2011</td>
<td>Donald M. Ketner Jr.</td>
</tr>
</tbody>
</table>
I. **Course Description:**

Examines structural theory and the physical principles that underlie structural behavior. Includes the use of materials in a manner to maintain structural stability against such natural forces as gravity, wind, snow, and earthquakes. Covers connection details and code requirements for wood, steel and reinforced concrete.

II. **Course Design:**

A. This course is designed for sophomore level Construction Management (CM) students.

B. 4.0 credits. (2 + 4)

C. Total time of student involvement: 180 hours
   1) Lecture: 30 hours
   2) Lab: 60 hours
   3) Outside: 90 hours

D. Required course for the AAS and BS degrees in Construction Management.

E. Lab fees are assessed for this course.

F. Course may be taught in any time frame, but not less than four weeks.

G. This is a revised course.

H. Course coordinated with: AET, KO, MA, UAF, and faculty listserve.

I. Course level justification: Builds upon a foundation of knowledge established in CM A101 and CM A102. Connects completed course work or industry experience with advanced skill development.

III. **Course Activities:**

Class sessions will consist of lecture/discussions and individual projects completed using CADD software and manual techniques in sketching and lettering. Emphasis will be on realistic assignments that duplicate structural engineering office procedures and terminology.
IV. Course Prerequisites/Registration Restrictions:

CM A101 and CM A102 and MATH A105 with a minimum grade of C. Appropriate SAT, ACT, or UAA-approved Math Placement Tests scores may be used in lieu of the MATH A105 prerequisite.

V. Course Evaluation:

Grades will be A – F.

VI. Course Curriculum:

1.0 Safety Procedures
   1.1 University policies
   1.2 Course and lab procedures
   1.3 Emergency egress review

2.0 Statics
   2.1 Nature of forces
   2.2 Moment
   2.3 Equilibrium
   2.4 Free body diagrams
   2.5 Properties of areas
   2.6 Stress and strain

3.0 Beams and Columns
   3.1 Types of beams
   3.2 Loads
   3.3 Shear and moment
   3.4 Beam stress
   3.5 Columns

4.0 Wood Construction
   4.1 Allowable unit stress
   4.2 Lumber sizes
   4.3 Design of wood beams
   4.4 Glue laminated beams
   4.5 Wood columns

5.0 Steel Construction
   5.1 Properties of steel
   5.2 Allowable stress
   5.3 Steel beam design for flexure
   5.4 Lateral support
   5.5 Shear
   5.6 Deflection
   5.7 Composite design
   5.8 Steel columns
   5.9 Load and resistance factor design (LRFD)

6.0 Reinforced Concrete Construction
   6.1 Properties of concrete
   6.2 Reinforced concrete theory
   6.3 Design of reinforced concrete beams
   6.4 Continuity of reinforced concrete
   6.5 Prestressed concrete
   6.6 Reinforced concrete columns
7.0 Walls
   7.1 Stud walls
   7.2 Masonry walls
   7.3 Reinforced concrete walls
   7.4 Tilt-up walls
   7.5 Retaining walls

8.0 Connections
   8.1 Wood-to-wood connections
   8.2 Wood-to-steel connections
   8.3 Steel-to-steel connections

VII. Suggested Text:


VIII. References:


IX. Instructional Goals, Student Outcomes, and Assessment Procedures:

A. Instructional Goal
Present the elements of structural design, including structural theory, material behavior, detailing, and codes.

B. Student Outcomes/Assessment Procedures:

<table>
<thead>
<tr>
<th>Student Outcomes</th>
<th>Assessment Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>After successful completion of the course, the student will be able to do the following:</td>
<td>This outcome will be assessed by one or more of the following:</td>
</tr>
<tr>
<td>Illustrate the nature of forces on a structural framework.</td>
<td>Solutions Manual Written Exam</td>
</tr>
<tr>
<td>Apply the fundamentals of statics to solve simple problems of structural design.</td>
<td>Solutions Manual Written Exam</td>
</tr>
<tr>
<td>Calculate bending, shear, and deflection for various beam types.</td>
<td>Solutions Manual Written Exam</td>
</tr>
<tr>
<td>Identify the properties of columns.</td>
<td>Solutions Manual Written Exam</td>
</tr>
<tr>
<td>Describe how wood beams and columns are designed for given loading situations.</td>
<td>Solutions Manual Written Exam</td>
</tr>
<tr>
<td>Describe how steel beams and columns are designed for given loading situations.</td>
<td>Solutions Manual Written Exam</td>
</tr>
<tr>
<td>Describe how reinforced concrete beams and columns are designed for given loading situations.</td>
<td>Solutions Manual Written Exam</td>
</tr>
<tr>
<td>Classify the various types of walls.</td>
<td>Solutions Manual Written Exam</td>
</tr>
<tr>
<td>Describe the advantages and disadvantages of each wall type.</td>
<td>Solutions Manual Written Exam</td>
</tr>
<tr>
<td>Identify the design issues involved with each wall type.</td>
<td>Solutions Manual Written Exam</td>
</tr>
<tr>
<td>Relate the forces placed on connections to the design of fastening systems for wood-to-wood connections, wood-to-steel connections, and steel-to-steel connections.</td>
<td>Solutions Manual Written Exam</td>
</tr>
<tr>
<td>Explain the role of soils and concrete reinforcement in the design of foundations.</td>
<td>Solutions Manual Written Exam</td>
</tr>
</tbody>
</table>

215
<table>
<thead>
<tr>
<th>1a. School or College</th>
<th>1b. Division</th>
<th>1c. Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>CT CTC</td>
<td>ACDT Division of Construction Design Technology</td>
<td>CM</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>CM</td>
<td>A301</td>
<td>NA</td>
<td>3 cr.</td>
<td>(3+0)</td>
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</table>

**6. Complete Course Title**

Construction Project Management II (Constr. Project Mgmt. II)

**7. Type of Course**

- [x] Academic
- [ ] Preparatory/Development
- [ ] Non-credit
- [ ] CEU
- [ ] Professional Development

**8. Type of Action:**

- [x] Add
- [ ] Change
- [ ] Delete

**9. Repeat Status No**

- # of Repeats: NA
- Max Credits: NA

**10. Grading Basis**

- [x] A-F
- [ ] P/NP
- [ ] NG

**11. Implementation Date**

- From: Fall 2011
- To: /9999

**12. Cross Listed with**

- NA

**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).

**14. General Education Requirement**

Mark appropriate box:

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

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

- CM A163 and CM A202

**16b. Test Score(s)**

- NA

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

- NA

**16d. Other Restriction(s)**

- [x] College
- [ ] Major
- [ ] Class
- [ ] Level

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

- NA

**17. Mark if course has fees**

- [ ]

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

- [ ]

**19. Justification for Action**

Prerequisites are being added to increase student success by requiring them to be familiar with construction cost estimating and project scheduling concepts before attempting this course. Update CCG.

**216**
### Course Being Changed: CM A301

<table>
<thead>
<tr>
<th>Impacted Program or Course</th>
<th>Type of Impact (course or program)</th>
<th>Course Impacts examples: prerequisite, corequisite, recommended</th>
<th>Program Impacts examples: requirement, selective, program credit total</th>
<th>Catalog Page</th>
<th>Type/Date of Notification</th>
<th>Chair/Coordinator Contacted (not listerve)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction Management</td>
<td>Program requirement</td>
<td></td>
<td></td>
<td>183</td>
<td>Feb., 2011</td>
<td>Donald M. Ketner Jr.</td>
</tr>
<tr>
<td>Bachelor of Science, Construction Management</td>
<td>Requirement</td>
<td></td>
<td></td>
<td>184</td>
<td>Feb., 2011</td>
<td>Donald M. Ketner Jr.</td>
</tr>
<tr>
<td>CM A401</td>
<td>Prerequisite</td>
<td></td>
<td></td>
<td>352</td>
<td>Feb., 2011</td>
<td>Donald M. Ketner Jr.</td>
</tr>
<tr>
<td>CM A440</td>
<td>Prerequisite</td>
<td></td>
<td></td>
<td>352</td>
<td>Feb., 2011</td>
<td>Donald M. Ketner Jr.</td>
</tr>
<tr>
<td>CM A450</td>
<td>Prerequisite</td>
<td></td>
<td></td>
<td>352</td>
<td>Feb., 2011</td>
<td>Donald M. Ketner Jr.</td>
</tr>
</tbody>
</table>
I. **Course Description:**

Analyzes advanced subjects in construction project management. Includes project procurement, project delivery methodology, managing project change, quality control, claims and disputes, and labor relations.

II. **Course Design:**

A. This course is designed for construction management students with upper-division standing.

B. 3.0 credits. (3 + 0)

C. Total time of student involvement: 135 hours
   1) Lecture: 45 hours
   2) Lab: 0 hours
   3) Outside: 90 hours

D. This course is required for Bachelor of Science Construction Management degree.

E. Lab fees are assessed for this course.

F. Course may be taught in any time frame, but not less than three weeks.

G. This is a revised course.

H. Course coordinated with: AET, UAF, and faculty listserv.

I. Course level justification: Builds upon a foundation of knowledge established in CM A163 and CM A202.

III. **Course Activities**

Class sessions will consist of lecture/discussions, individual research and writing projects, team projects, and demonstrations.
IV. Course Prerequisites:


V. Course Evaluation

Grades will be A – F.

VI. Course Outline

1.0 Safety Procedures
   1.1 University policies
   1.2 Course and lab procedures
   1.3 Emergency egress review

2.0 Project Procurement
   2.1 Making the decision to bid
   2.2 Contractor selection
      2.2.1 Open bidding and invited bidding
      2.2.2 Best value selection
      2.2.3 Qualifications-based selection
   2.3 Prequalification
   2.4 Marketing
   2.5 Negotiation

3.0 Project Delivery Methodology
   3.1 Design-bid-build
   3.2 Design-negotiate-build
   3.3 Design-build
   3.4 Construction management
   3.5 Single and multiple-prime contracts
   3.6 Phased/fast-track delivery

4.0 Construction Contract Requirements
   4.1 Contract types
   4.2 General conditions
   4.3 Supplementary conditions
   4.4 Specifications
   4.5 Bonding and insurance

5.0 Managing Project Change
   5.1 Causes of project change
      5.1.1 Differing site conditions or concealed conditions
      5.1.2 Owner-initiated changes
      5.1.3 Contract document errors/omissions
   5.2 Change order procedures
   5.3 Contract modification types
      5.3.1 Minor changes
      5.3.2 Change directives
      5.3.3 Change orders

6.0 Quality Control (QC)
   6.1 Quality assurance/QC methodology
   6.2 QC techniques

7.0 Building Commissioning

8.0 Project Closeout and Warranties
9.0 Claims
   9.1 Causes of claims
   9.2 Claims administration
   9.3 Resolving claims

10.0 Disputes
   10.1 Dispute avoidance
   10.2 Dispute resolution methods

11.0 Labor Relations
   11.1 Labor-management relations laws
   11.2 Construction unions
   11.3 Collective bargaining
   11.4 Labor contract administration
   11.5 Open-shop labor

VII. Suggested Text


VIII. Bibliography


IX. Outcomes and Assessment

A. Instructional Goal:

Present construction management students with the advanced skills needed to select and bid projects, manage control quality, and manage changes and claims for construction projects.

<table>
<thead>
<tr>
<th>Student Outcomes</th>
<th>Assessment Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>After the successful completion of the course, the student will be able to do the following:</td>
<td>This outcome will be assessed by one or more of the following:</td>
</tr>
<tr>
<td>Evaluate prospective projects for bidding or proposal and select projects based on internally established evaluative criteria and/or firm capability.</td>
<td>Class participation Project Written exam</td>
</tr>
<tr>
<td>Compare project delivery systems methodology for benefits, disadvantages, and risk to project participants.</td>
<td>Class participation Written exam</td>
</tr>
<tr>
<td>Evaluate the effect of the contract general conditions and supplementary conditions on contract performance requirements, administrative procedures, and risk.</td>
<td>Class participation Written exam</td>
</tr>
<tr>
<td>Develop processes and techniques for determining appropriate responses to changes in the project requirements, conditions, or environment.</td>
<td>Class participation Project Written exam</td>
</tr>
<tr>
<td>Assess quality requirements for projects through evaluation of the design documents and other program requirements to develop quality management procedures that will effectively control and assure project quality levels.</td>
<td>Class participation Team project Written exam</td>
</tr>
<tr>
<td>Analyze Building Commissioning methodology and prescribe administrative and work process procedures for appropriate implementation.</td>
<td>Class participation Project Written exam</td>
</tr>
<tr>
<td>Identify project changes and claims and the management methods used to process and/or resolve them.</td>
<td>Class participation Written exam</td>
</tr>
<tr>
<td>Identify contract requirements for project closeout and develop procedures for release of care, custody, and control of completed projects.</td>
<td>Class participation Written project Written exam</td>
</tr>
</tbody>
</table>
| Analyze the causes of disputes and the methods used to avoid and resolve disputes. | Class participation
Written project |
| Evaluate labor-management relations laws, construction union agreements and the effect of collective bargaining on construction management policies and procedures. | Class participation
Written project
Written exam |
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>CT CTC</td>
<td>ACDT Division of Construction</td>
<td>CM</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>CM</td>
<td>A440</td>
<td>NA</td>
<td>3 cr.</td>
<td>(Lecture + Lab) (3+0)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>6. Complete Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Management for Construction (Financial Mgmt. for Constr.)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Initiative Name (typed): Jeffrey C. Callahan</th>
<th>Initiator Signed Initials: _________</th>
<th>Date: ____________</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>7. Type of Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>8. Type of Action:</th>
<th>Add</th>
<th>Change</th>
<th>Delete</th>
</tr>
</thead>
</table>

If a change, mark appropriate boxes:
- Prefix
- Credits
- Title
- Grading Basis
- Course Description
- Test Score Prerequisites
- Other Restrictions
- Class
- Level
- College
- Major
- Other CCG (please specify)

<table>
<thead>
<tr>
<th>9. Repeat Status No</th>
<th># of Repeats</th>
<th>Max Credits</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>10. Grading Basis</th>
</tr>
</thead>
<tbody>
<tr>
<td>A-F</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>11. Implementation Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>From: Fall 2011</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>12. Cross Listed with</th>
</tr>
</thead>
<tbody>
<tr>
<td>NA</td>
</tr>
</tbody>
</table>

Cross-Listed Coordination Signature

<table>
<thead>
<tr>
<th>13a. Impacted Courses or Programs: List any programs or college requirements that require this course.</th>
</tr>
</thead>
</table>

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>
<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>Construction Management</td>
<td>183</td>
<td>February, 2011</td>
<td>Donald M. Ketner, Jr.</td>
</tr>
<tr>
<td>Bachelor of Science, Construction Management</td>
<td>184</td>
<td>February, 2011</td>
<td>Donald M. Ketner, Jr.</td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Initiator Name (typed): Jeffrey C. Callahan | Initiator Signed Initials: _________ | Date: ____________

<table>
<thead>
<tr>
<th>13b. Coordination Email</th>
<th>Date: January 31, 2011</th>
<th>13c. Coordination with Library Liaison</th>
<th>Date: January 31, 2011</th>
</tr>
</thead>
</table>

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

<table>
<thead>
<tr>
<th>14. General Education Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oral Communication</td>
</tr>
<tr>
<td>Fine Arts</td>
</tr>
<tr>
<td>Quantitative Skills</td>
</tr>
<tr>
<td>Humanities</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>15. Course Description (suggested length 20 to 50 words)</th>
</tr>
</thead>
</table>

Analyzes financial management topics relevant to the construction management professional, including the interpretation of financial statements, financial ratios, applications of engineering economy, cash flow analysis, construction financing, and cost information systems.

<table>
<thead>
<tr>
<th>16a. Course Prerequisite(s) (list prefix and number)</th>
<th>16b. Test Score(s)</th>
<th>16c. Co-requisite(s) (concurrent enrollment required)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CM A301 and ACCT A202</td>
<td>NA</td>
<td>NA</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>16d. Other Restriction(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>College</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>17. Mark if course has fees</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>19. Justification for Action</th>
</tr>
</thead>
</table>

An additional prerequisite is being added to increase student success by requiring them to be familiar with managerial accounting principles before they attempt this course. Update CCG.

Initiator (faculty only) | Date
------------------------|------------------------|
Jeffrey C. Callahan      | Date

Initiator (TYPE NAME) | Date
---------------------|------------------------|
Approved               | Disapproved            |
Dean/Director of School/College | Date

Approved               | Disapproved            |
Undergraduate/Graduate Academic | Date
Board Chairperson      | Approved               |
Provost or Designee    | Disapproved            |
Date

223
I. Course Description:

Analyzes financial management topics relevant to the construction management professional, including the interpretation of financial statements, financial ratios, applications of engineering economy, cash flow analysis, construction financing, and cost information systems.

II. Course Design:

A. This course is designed to analyze financial management topics in construction project management for bachelor’s degree seeking construction management students.

B. 3.0 credits. (3 + 0)

C. Total time of student involvement: 135 hours

1) Lecture: 45 hours
2) Lab: 0 hours
3) Outside: 90 hours

D. This course is required for the Bachelor of Science in Construction Management degree.

E. Lab fees will not be assessed for this course.

F. Course may be taught in any time frame, but not less than three weeks.

G. This is a revised course.

H. Course coordinated with: UAF and faculty listserve.

I. Course level justification: Builds upon a foundation of knowledge established in CM A301 and ACCT A202.

III. Course Activities

Class sessions will consist of lecture/discussions, individual research and writing projects, team projects, and demonstrations.
IV. Course Prerequisites: CM A301 and ACCT A202.

V. Course Evaluation

Grades will be A – F.

VI. Course Outline

1.0 Safety Procedures
   1.1 University policies
   1.2 Course and lab procedures
   1.3 Emergency egress review

2.0 Developing a Project Budget
   2.1 Creating a budget based on the construction estimate
   2.2 Schedule of values
   2.3 Legal issues

3.0 Financial Statements
   3.1 Balance sheet
   3.2 Income statement
   3.3 Financial indicator analysis
   3.4 Margin analysis

4.0 Depreciation
   4.1 Straight-line method
   4.2 Sum-of-the-years method
   4.3 Declining-balance method
   4.4 Placing in service and disposing of an asset
   4.5 IRS standard recovery periods & depreciation methods

5.0 Monitoring and Controlling Construction Costs
   5.1 Cost reporting versus cost control
   5.2 Material purchases, labor, subcontracts, & equipment
   5.3 Monitoring and controlling general and jobsite overhead
   5.4 Allocating overhead

6.0 Taxation
   6.1 Corporate versus personal income tax
   6.2 Taxable income and payments
   6.3 Income tax rates and incremental tax rate
   6.4 Tax consequences of depreciation
   6.5 Tax credits

7.0 Cash Flows for Construction Projects and for Companies
   7.1 Cash flow for different types of construction contracts
   7.2 Cash flow diagrams

8.0 Value Engineering
   8.1 Time value of money
   8.2 Simple and compound interest
   8.3 Rate of return
   8.4 Comparing alternatives and projects
   8.5 Decision making tools

9.0 Financing
   9.1 The Construction Company
   9.2 The Construction Project
VII. Suggested Text


VIII. Bibliography


IX. Outcomes and Assessment

A. Instructional Goal:

Present advanced skills needed to manage and control the financial aspects of construction projects and construction companies.

<table>
<thead>
<tr>
<th>Student Outcomes</th>
<th>Assessment Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>After the successful completion of the course, the student will be able to do the following:</td>
<td>This outcome will be assessed by one or more of the following:</td>
</tr>
<tr>
<td>Create budgets for a construction project based on the project’s parametric and detailed cost estimates.</td>
<td>Class participation Team project Written exam</td>
</tr>
<tr>
<td>Analyze and evaluate construction company financial statements at the project level and the corporate level.</td>
<td>Class participation Written exam</td>
</tr>
<tr>
<td>Evaluate methods of depreciation and determine the appropriate method for a given situation in the management of construction projects and companies.</td>
<td>Class participation Written project Written exam</td>
</tr>
<tr>
<td>Apply the principles of construction cost control to construction project control.</td>
<td>Class participation Team project Written exam</td>
</tr>
<tr>
<td>Estimate the tax liabilities for a construction company, and formulate a strategy to reduce tax liabilities.</td>
<td>Class participation Team project Written exam</td>
</tr>
<tr>
<td>Create and explain cash flow charts for a single construction project and for an entire construction company.</td>
<td>Class participation Written project Written exam</td>
</tr>
<tr>
<td>Utilize value engineering principles to generate presentations and recommendations for making construction company financial decisions.</td>
<td>Class participation Written projects Written exam</td>
</tr>
<tr>
<td>Critique options for construction company and project financing.</td>
<td>Class participation Written project Written exam</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>CT CTC</th>
<th>1b. Division</th>
<th>ACDT Division of Construction</th>
<th>Design Technology</th>
<th>1c. Department CM</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Course Prefix CM</td>
<td>3. Course Number A495</td>
<td>4. Previous Course Prefix &amp; Number NA</td>
<td>5a. Credits/CEUs 3 cr.</td>
<td>5b. Contact Hours (Lecture + Lab) (1+15)</td>
<td></td>
</tr>
</tbody>
</table>

6. Complete Course Title

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 ☐ Credit Hours ☐ Repeat Status ☐ Grading Basis ☐ Cross-Listed/Stacked
☐ Title ☐ Contact Hours ☐ Course Prerequisites ☐ Test Score Prerequisites ☐ Co-requisites
☐ Class ☐ Level ☐ Course Description ☐ Other Restrictions ☐ Registration Restrictions
☐ Other CCG (please specify)

9. Repeat Status No # of Repeats NA Max Credits NA

10. Grading Basis ☒ A-F ☐ P/NP ☐ NG

11. Implementation Date
From: Fall /2011 To: /9999

12. ☐ Cross Listed with NA ☐ Stacked with NA Cross-Listed Coordination Signature

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

13b. Coordination Email Date: January 31, 2011
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison Date: January 31, 2011

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 career development and exploration through work experience in the field by placement in a construction management home or field office. Intern will perform duties directly related to construction management functions.

16a. Course Prerequisite(s) (list prefix and number) CM A295
16b. Test Score(s) NA
16c. Co-requisite(s) (concurrent enrollment required) NA

16d. Other Restriction(s) ☐ College ☐ Major ☐ Class ☐ Level
16e. Registration Restriction(s) (non-codable) 400 hours of department-approved work experience may be substituted for the prerequisite of CM A295.

17. ☒ Mark if course has fees

18. Mark if course is a selected topic course

19. Justification for Action
Additional registration restrictions are being added to increase student success in advanced internship positions. This is in response to internship employer's requests for interns to have more construction-related field experience before beginning an advanced internship. Update CCG.

Initiator (faculy only)
Jeffrey C. Callahan
Initiator (TYPE NAME)

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

☐ Approved ☐ Disapproved
Undergraduate/Graduate Academic Date

☐ Approved ☐ Disapproved
Board Chairperson Date

☐ Approved ☐ Disapproved
Provost or Designee Date
Course Content Guide  
University of Alaska Anchorage  
Community and Technical College

Department: Construction Management  
Course Number: CM A495  
Course Title: Advanced Construction Management Internship  
Credits: 3

I. Course Description:

Provides career development and exploration through work experience in the field by placement in a construction management home or field office. Intern will perform duties directly related to construction management functions.

II. Course Design:

A. This course is designed to provide career exploration and on-the-job work experience for baccalaureate degree-seeking students with junior or senior standing.

B. 3.0 credits. (1 + 15)

C. Total time of student involvement: 270 hours
   1) Lecture: 15 hours
   2) Internship: 225 hours
   3) Outside: 30 hours

   Note: Credits for the course are based on National Commission on Cooperative Education criteria (75 employment hours are equivalent to one credit).

D. Required course for the Bachelor of Science in Construction Management.

E. Lab fees are assessed for this course. Internship coordination fees will be assessed by the UAA Career Services Center.

F. Course may be taught in any time frame but internship hours are limited to 20 work hours per week during the Spring and Fall semesters per University Policy.

G. This is a revised course.

H. Course coordinated with: CSC, UAF and faculty listserve.

I. Course level justification: Develops advanced construction management skills by directly exposing students to construction management processes, techniques and settings.
III. Course Activities

Specific activities are developed and approved by student, faculty and employer. The Career Services Center coordinator monitors student progress with faculty guidance. The course requires the completion of an Internship Description form that includes internship activities and learning objectives and is approved by the internship employment supervisor.

IV. Course Prerequisites/Registration Restrictions:

CM A295. 400 hours of department-approved work experience may be substituted for the prerequisite CM A295.

V. Course Evaluation:

Grades are A – F.

VI. Course Curriculum:

1.0 Safety and Procedures
   1.1 University policies
   1.2 General work site rules and safety policies
   1.3 Professional conduct
2.0 Internship Description and Goals
   2.1 Student Internship Description
   2.2 Learning objectives
3.0 Learning Contract
   3.1 Create learning objectives
   3.2 Describe work activities that will be used to meet learning objectives.
   3.4 Develop on-the-job performance evaluation criteria
4.0 Writing Activities
   4.1 Student introduction and career goals
   4.2 Daily journal of work activities and hours
   4.3 Company description and background
   4.4 Weekly discussion board entries
5.0 Mid-term Evaluation
   5.1 Employer mid-term evaluation
   5.2 Contact visit by instructor and/or CSC representative
6.0 Final Summary Report
   7.1 Student written report
   7.2 Employer final evaluation

VII. Suggested Texts:

None.

VIII. Bibliography


IX. **Instructional Goals, Student Outcomes and Assessment Procedures:**

A. **Instructional Goal:**

Expose students to the occupational work environment beyond the boundaries of the campus to enhance their self-confidence and career direction.

<table>
<thead>
<tr>
<th>Student Outcomes</th>
<th>Assessment Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>After successful completion of the course, the student will be able to do the following:</td>
<td>This outcome will be assessed by one or more of the following:</td>
</tr>
<tr>
<td>Demonstrate workplace safety procedures.</td>
<td>Employer evaluations</td>
</tr>
<tr>
<td>Combine an understanding of the construction industry with the skills and concepts recall workplace rules and regulations.</td>
<td>Employer evaluations Discussion board Daily journal</td>
</tr>
<tr>
<td>Demonstrate professional conduct in the workplace.</td>
<td>Employer evaluations</td>
</tr>
<tr>
<td>Compare and contrast classroom knowledge with real world field experiences.</td>
<td>Discussion board Daily journal Final summary paper</td>
</tr>
<tr>
<td>Describe how workplace learning has improved the student's prospects for post-graduation employment.</td>
<td>Final summary paper</td>
</tr>
<tr>
<td>Demonstrate specific learning objectives as developed with employer.</td>
<td>Employer evaluations Final summary paper</td>
</tr>
<tr>
<td>Demonstrate how the relationship between college major and full-time permanent employment have been enhanced by the internship employment experience.</td>
<td>Discussion board Final summary paper</td>
</tr>
</tbody>
</table>
DATE: March 2, 2011

TO: Tom Miller, Vice Provost for Academic Affairs
    University of Alaska Anchorage

THROUGH: Dr. Karen Schmitt, Dean
    Community and Technical College

THROUGH: Donald M. Ketner, Jr., Chair
    Division of Construction and Design Technology

FROM: Jeffrey C. Callahan, Assistant Professor
    Construction and Design Technology Division

SUBJ: Construction Management Program Revisions

Attached you will find proposed program changes to the Associate of Applied Science Construction Management (AAS-CM) and Bachelor of Science Construction Management (BSCM).

These program revisions are proposed primarily to satisfy the requirements of Document 103 – Standards and Criteria for Accreditation of Postsecondary Construction Education Degree Programs (2009) published by the American Council for Construction Education. (www.acce-hq.org) Additionally, minor changes to some courses that are primarily revisions to course prerequisites, are also included.

The program changes are summarized as follows:

AAS-CM
  - Delete the requirement to complete ACCT A202 – Principles of Managerial Accounting (3).
  - Add the requirement to complete BA/JUST A241 – Business Law I (3).
  - Add a requirement to complete the new course GEO A181 – Construction Surveying (1).

BSCM
  - Delete the requirement to complete GEO A155 – Fundamentals of Surveying (3).
  - Add a requirement to complete the new course GEO A181 – Construction Surveying (1).
• Add a requirement to complete the course: BA A300 – Organizational Theory and Behavior (3).
• Delete the requirement to complete ES A411 – Northern Design (3).
• Add a requirement to complete either ES A411 – Northern Design (3) or CE A403 – Arctic Engineering (3).
• Delete the requirement to complete one course at the 100-level or above in CHEM, ENVI, GEOL, or PHYS (3 credits).
• Add a requirement to complete one course at the 100-level or above in CHEM, ENVI, GEOL, or PHYS, that includes a laboratory class (4 credits).
• Delete the requirement to complete MATH A107 – College Algebra (4) and MATH A108 Trigonometry (3) or MATH A109 – Precalculus (6).

Revisions to courses include:

• Revise AET/CM A101 – Fundamentals of CADD for Building Construction (4) to include MATH A105 – Intermediate Algebra (3) as a prerequisite or to be concurrently enrolled in MATH A105.
• Revise AET/CM A142 – Mechanical & Electrical Technology (4) and AET/CM A231 Structural Technology (4) to include MATH A105 as a prerequisite.
• Revise CM A213 – Civil Technology (4) to include additional construction surveying content. Rename the course to CM A213 – Construction Civil Technology (4) and remove the cross-listing with AET A213 – Civil Technology (4).
• CM A301 – Construction Project Management II (3), revise prerequisites: Delete CM A201 and ENGL A111 and add CM A202 – Planning and Scheduling (3) and CM A163 – Building Cost Estimating (3).
• CM A440 – Construction Financial Management (3), revise prerequisites to include CM A301 and ACCT A202.
• Revise the Registration Restrictions for CM A495 – Advanced Construction Management Internship (3) to include “Completion of CM A295 – Construction Management Internship (3) or 400 hours of approved work experience.”

If you have any questions or need any additional information, please let me know. I can be reached at 907-786-6425 or e-mail at Callahan@uaa.alaska.edu.
# Program/Prefix Action Request

**University of Alaska Anchorage**

Proposal to Initiate, Add, Change, or Delete a Program of Study or Prefix

<table>
<thead>
<tr>
<th>1a. School or College</th>
<th>1b. Division</th>
<th>1c. Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>CT CTC</td>
<td>ACDT Division of Construction</td>
<td>CM</td>
</tr>
</tbody>
</table>

## 2. Complete Program Title/Prefix

**Construction Management/CM**

## 3. Type of Program

Choose one from the appropriate drop down menu:

- Undergraduate: 
- Associate of Applied Science
- Graduate:
- CHOOSE ONE

## 4. Type of Action:

<table>
<thead>
<tr>
<th>PROGRAM</th>
<th>PREFIX</th>
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</thead>
<tbody>
<tr>
<td>Add</td>
<td>Add</td>
</tr>
<tr>
<td>Change</td>
<td>Change</td>
</tr>
<tr>
<td>Delete</td>
<td>Inactivate</td>
</tr>
</tbody>
</table>

## 5. Implementation Date (semester/year)

From: **Fall 2011**
To: **9999**

## 6a. Coordination with Affected Units

**Department, School, or College:** CBPP, CTC, KO, SOE, UAF

**Initiator Name (typed):** Jeffrey C. Callahan
**Initiator Signed Initials:** _________

**Date:**

## 6b. Coordination Email submitted to Faculty Listserv (uaa-faculty@lists.uaa.alaska.edu)

**Date:** January 31, 2011

## 6c. Coordination with Library Liaison

**Date:** January 31, 2011

## 7. Title and Program Description - Please attach the following:

- **Cover Memo**
- **Catalog Copy in Word using the track changes function**

## 8. Justification for Action

Revisions required to meet the American Council for Construction Education criteria for initial accreditation.

<table>
<thead>
<tr>
<th>Initiator (faculty only)</th>
<th>Date</th>
<th>Approved</th>
<th>Disapproved</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jeffrey C. Callahan</td>
<td></td>
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<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
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<th>Date</th>
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<th>Disapproved</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Dean/Director of School/College</th>
<th>Date</th>
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</thead>
</table>

<table>
<thead>
<tr>
<th>Undergraduate/Graduate Academic</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>Board Chairperson</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Provost or Designee</th>
<th>Date</th>
</tr>
</thead>
</table>

---

**235**
1a. School or College
   CT CTC

1b. Division
   ACDT Division of Construction Design Technology

1c. Department
   CM

2. Complete Program Title/Prefix
   Construction Management/CM

3. Type of Program
   Choose one from the appropriate drop down menu:
   Undergraduate: Bachelor of Science   or   Graduate: CHOOSE ONE

4. Type of Action:
   PROGRAM
   - Add
   - Change
   - Delete
   PREFIX
   - Add
   - Change
   - Inactivate

5. Implementation Date (semester/year)
   From: Fall/2011   To: /9999

6a. Coordination with Affected Units
   Department, School, or College: CBPP, CTC, KO, SOE, UAF
   Initiator Name (typed): Jeffrey C. Callahan
   Initiator Signed Initials: ____________
   Date: ______________

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   Initiator (faculty only)
   Jeffrey C. Callahan
   Date
   ____________
   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
   ____________
   Approved
   Disapproved
CONSTRUCTION MANAGEMENT

University Center (UC), Room 130, (907) 786-6465
www.uaa.alaska.edu/ctc/construction/cm

The Construction Management (CM) program provides comprehensive preparation and education to meet the growing need for highly trained and educated construction management professionals. Construction managers plan, direct, and are responsible for managerial oversight of construction projects. They are responsible for coordinating and managing people, materials, and equipment; budgets, schedules, and contracts; and for the safety of employees and the general public. Construction managers work closely with architects, engineers, owners, and the other contractors on a construction project. Construction managers determine construction means and methods and the most cost-effective plans and schedules. They control construction costs, administer project changes and monitor work progress while ensuring compliance with the project design. Construction managers work in all sectors of the construction industry, for both public and private owners, on projects that range from small multifamily projects to skyscrapers and from rural roads to major highways and bridges. The construction manager’s duties are varied, challenging, and rewarding.

The Construction Management program at UAA was developed with input from Alaska contractors and professional industry organizations to provide students with a broad knowledge of construction processes and techniques. The curriculum has been designed in accordance with the requirements of the American Council for Construction Education (ACCE). CM graduates understand basic business principles and possess broad knowledge of the technical and operational aspects of the construction industry. Graduates are able to function both in the construction office and on the job site.

The wide diversity in the construction management profession creates a similar diversity of employment opportunities for graduates. Associate’s degree graduates are prepared for entry-level positions in varying construction management roles for contractors in both home office and project office/field situations. Bachelor’s degree graduates are prepared for a wide variety of professional-level employment opportunities in construction companies, construction management consulting firms, and in the offices of government and project owner agencies. The Associate of Applied Science (AAS-CM) degree requires four to five semesters to complete. The Bachelor of Science (BSCM) degree requires eight to nine semesters to complete.

Advising
Students are encouraged to consult the faculty in the Construction Management program for assistance in designing their course of study to ensure all preparation requirements and prerequisites have been met and that university and major degree requirements are understood and followed.

All students are strongly encouraged to meet with their academic advisor each semester for the purpose of reviewing their academic progress and planning future courses. It is particularly important for students to meet with their advisor whenever academic difficulties arise. Please call (907) 786-6465 to arrange an appointment with an academic advisor.

Preparation
Students seeking a degree in Construction Management should prepare for entrance into the program by completing the following high school courses:

Mathematics
- Algebra II (skill level as demonstrated by ACT, SAT, or UAA-approved placement test to qualify for enrollment in MATH A105 Intermediate Algebra or higher).

English
- Composition (skill level as demonstrated by ACT, SAT, or UAA placement test to qualify for enrollment in ENGL A111 Fundamentals of Written Communication).

The university offers courses to help students without this preparation to meet the math and English skill levels required in the Construction Management program. Insufficient preparation will increase the number of semesters required to complete the degree.
Associate of Applied Science, Construction Management

Program Outcomes

Graduates will be able to:

- Explain the fundamental processes used to create project designs and construction documents.
- Define the roles, relationships and responsibilities of the participants in the design and construction process.
- Demonstrate basic knowledge of contract administration procedures and the communication methods used in their implementation.
- Define the methods, materials, and techniques used in the design and construction of buildings and civil works.
- Interpret construction documents to predict project costs, plan construction operations, develop project schedules and assign resources.
- Interpret and apply building codes in construction processes.
- Demonstrate a working knowledge of safety, health, and environmental issues related to construction activities.

Admission Requirements

1. Satisfy the requirements under Admission to Certificate and Associate Degree Programs in Chapter 7, Academic Standards and Regulations.
2. Certain courses require prerequisites or faculty permission. See an academic advisor for further information.

Graduation Requirements

In order to receive the Associate of Applied Science in Construction Management, students must achieve a grade of C or better in all courses required for the degree.

Course Requirements

1. Complete the General University Requirements for Associate of Applied Science Degrees located at the beginning of this chapter.
2. Complete the General Course Requirements for Associate of Applied Science degrees located at the beginning of this chapter (15 credits).

Required Support Courses

Complete the following required support courses:

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<tr>
<th>Course Code</th>
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<tbody>
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<td>ACCT A201</td>
<td>Principles of Financial Accounting</td>
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</tr>
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<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>*ENGL A212</td>
<td>Technical Writing</td>
<td>3</td>
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<tr>
<td>GEO A181</td>
<td>Construction Surveying</td>
<td>1</td>
</tr>
<tr>
<td>*MATH A107</td>
<td>College Algebra (4)</td>
<td>6/7</td>
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<tr>
<td>*MATH A108</td>
<td>Trigonometry (3)</td>
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<td>*MATH A109</td>
<td>Precalculus (6)</td>
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</tr>
<tr>
<td>*PHYS A123</td>
<td>Basic Physics I</td>
<td>3</td>
</tr>
<tr>
<td>*PHYS A123/L</td>
<td>Basic Physics I Laboratory</td>
<td>1</td>
</tr>
</tbody>
</table>

*Note: Required support courses may also be used to satisfy General Course Requirements.

Major Requirements

1. Complete the following required courses:

<table>
<thead>
<tr>
<th>Course Code</th>
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</tr>
</thead>
<tbody>
<tr>
<td>AET/CM A101</td>
<td>Fundamentals of CADD for Building Construction</td>
<td>4</td>
</tr>
<tr>
<td>AET/CM A102</td>
<td>Methods of Building Construction</td>
<td>3</td>
</tr>
<tr>
<td>AET/CM A123</td>
<td>Codes and Standards</td>
<td>3</td>
</tr>
<tr>
<td>AET/CM A142</td>
<td>Mechanical and Electrical Technology</td>
<td>4</td>
</tr>
<tr>
<td>AET/CM A231</td>
<td>Structural Technology</td>
<td>4</td>
</tr>
</tbody>
</table>
Bachelor of Science, Construction Management

Program Outcomes

Graduates will be able to:

- Manage the principal resources of a construction industry organization including its workers, equipment, time, and budgets.
- Represent the role of the constructor in the multi-discipline team responsible for managing construction projects.
- Assess project risk and evaluate alternate project delivery systems for project procurement and construction.
- Communicate effectively with project design professionals during the planning phases of design-build projects and throughout the construction phase of all projects.
- Utilize knowledge of materials, methods, and equipment operations to plan, control, and analyze the results of construction processes.
- Manage construction operations in unique and changing conditions to produce measured results that meet stated quality criteria and overall project goals.

Admissions Requirements

1. Satisfy the requirements under Admission to Baccalaureate Programs in Chapter 7, Academic Standards and Regulations.
2. Certain courses require prerequisites or faculty permission. See an academic advisor for further information.

Graduation Requirements

In order to receive the Bachelor of Science in Construction Management, students must achieve a grade of C or better in all courses required for the degree.

General University Requirements

1. Complete the General University Requirements for All Baccalaureate Degrees located at the beginning of this chapter.
2. Complete the General Education Requirements for Baccalaureate Degrees at the beginning of this chapter.

Required Support Courses

1. Complete the following support courses:
   - ACCT A201 Principles of Financial Accounting 3
   - ACCT A202 Principles of Managerial Accounting 3
   - BA A300 Organizational Theory and Behavior 3
   - BA/JUST A241 Business Law I 3
   - *ECON A201 Principles of Macroeconomics 3
   - *ECON A202 Principles of Microeconomics 3
   - *ENGL A212 Technical Writing 3
   - ES A411 Northern Design (3) 3
   - or
   - CE A403 Arctic Engineering (3)
   - GEO A181 Construction Surveying 1
   - *PHIL A301 Ethics 3
   - *PHYS A123/L Basic Physics I with lab 4
   - or
   - *CHEM A105/L General Chemistry I with lab (4) 4
   - or

2. Complete one of the following science courses:
   - *CHEM A105/L General Chemistry I with lab (4) 4
   - or
Complete one additional science course at or above the *100-level in CHEM, ENVI, GEOL, or PHYS, that includes a laboratory class.

Complete one of the following:

- MATH A200 Calculus (4)
- MATH A272 Applied Calculus (3)
- STAT A253 Applied Statistics for the Sciences (4)

*Note: Required Support Courses may also be used to satisfy General Education Requirements.

**Major Requirements**

1. Complete the following required courses:

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<td>AET/CM A102</td>
<td>Methods of Building Construction</td>
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</tr>
<tr>
<td>AET/CM A123</td>
<td>Codes and Standards</td>
<td>3</td>
</tr>
<tr>
<td>AET/CM A142</td>
<td>Mechanical and Electrical Technology</td>
<td>4</td>
</tr>
<tr>
<td>AET/CM A231</td>
<td>Structural Technology</td>
<td>4</td>
</tr>
<tr>
<td>CM A163</td>
<td>Building Construction Cost Estimating</td>
<td>3</td>
</tr>
<tr>
<td>CM A201</td>
<td>Construction Project Management I</td>
<td>3</td>
</tr>
<tr>
<td>CM A202</td>
<td>Project Planning and Scheduling</td>
<td>3</td>
</tr>
<tr>
<td>CM A205</td>
<td>Construction Safety</td>
<td>3</td>
</tr>
<tr>
<td>CM A213</td>
<td>Construction Civil Technology</td>
<td>4</td>
</tr>
<tr>
<td>CM A263</td>
<td>Civil Construction Cost Estimating</td>
<td>3</td>
</tr>
<tr>
<td>CM A301</td>
<td>Construction Project Management II</td>
<td>3</td>
</tr>
<tr>
<td>CM A313</td>
<td>Soils in Construction</td>
<td>3</td>
</tr>
<tr>
<td>CM A331</td>
<td>Statics &amp; Strengths of Materials</td>
<td>3</td>
</tr>
<tr>
<td>CM A401</td>
<td>Construction Law</td>
<td>3</td>
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<tr>
<td>CM A422</td>
<td>Sustainability in the Built Environment*</td>
<td>3</td>
</tr>
<tr>
<td>CM A440</td>
<td>Financial Management for Construction</td>
<td>3</td>
</tr>
<tr>
<td>CM A450</td>
<td>Construction Management Professional Practice*</td>
<td>3</td>
</tr>
<tr>
<td>CM A460</td>
<td>Construction Equipment Management and Methods</td>
<td>3</td>
</tr>
<tr>
<td>CM A495</td>
<td>Advanced Construction Management Internship</td>
<td>3</td>
</tr>
</tbody>
</table>

*Tier 3 General Education Requirement, integrative capstone.

2. A total of 122/123 credits is required for the degree of which 42 credits must be upper division.

**Accreditation**

All necessary steps will be taken for successful accreditation by the American Council for Construction Education (ACCE).

**FACULTY**

Jeffrey Callahan, Assistant Professor, callahan@uaa.alaska.edu

Peter Dedych, Assistant Professor, dedych@uaa.alaska.edu

Donald Ketner, Chair, Assistant Professor, afdbk@uaa.alaska.edu

Alan Peabody, Assistant Professor, afabp1@uaa.alaska.edu
CONSTRUCTION MANAGEMENT

The Construction Management (CM) program provides comprehensive preparation and continuing education to meet the growing need for highly trained and educated construction management professionals. Construction managers plan, direct, and are responsible for managerial oversight of construction projects. They are responsible for coordinating and managing people, materials, and equipment; budgets, schedules, and contracts; and for the safety of employees and the general public. Construction managers work closely with architects, engineers, owners, and the other contractors on a construction project. Construction managers determine construction means and methods and the most cost-effective plans and schedules. They control construction costs, administer project changes and monitor work progress while ensuring compliance with the project design. Construction managers work in all sectors of the construction industry, for both public and private owners, on projects that range from small multifamily projects to skyscrapers and from rural roads to major highways and bridges. The construction manager's duties are varied, challenging, and rewarding.

The Construction Management program at UAA was developed with input from Alaska contractors and professional industry organizations to provide students with a broad knowledge of construction processes and techniques. The curriculum has been designed in accordance with the requirements of the American Council for Construction Education (ACCE). CM graduates understand basic business principles and possess broad knowledge of the technical and operational aspects of the construction industry. Graduates are able to function both in the construction office and on the job site.

The wide diversity in the construction management profession creates a similar diversity of employment opportunities for graduates. Associate's degree graduates are prepared for entry-level positions in varying construction management roles for contractors in both home office and project office/field situations. Bachelor's degree graduates are prepared for a wide variety of professional-level employment opportunities in construction companies, construction management consulting firms, and in the offices of government and project owner agencies. The Associate of Applied Science (AAS-CM) degree requires four to five semesters to complete. The Bachelor of Science (BSCM) degree requires eight to nine semesters to complete.

Advising

Students are encouraged to consult the faculty in the Construction Management program for assistance in designing their course of study to ensure all preparation requirements and prerequisites have been met and that university and major degree requirements are understood and followed.

All students are strongly encouraged to meet with their academic advisor each semester for the purpose of reviewing their academic progress and planning future courses. It is particularly important for students to meet with their advisor whenever academic difficulties arise. Please call (907) 786-6465 to arrange an appointment with an academic advisor.

Preparation

Students seeking a degree in Construction Management should prepare for entrance into the program by completing the following high school courses:

**Mathematics**
- Algebra II (skill level as demonstrated by ACT, SAT, or UAA-approved placement test to qualify for enrollment in MATH A105 Intermediate Algebra or higher).

**English**
- Composition (skill level as demonstrated by ACT, SAT, or UAA placement test to qualify for enrollment in ENGL A111 Fundamentals of Written Communication).

The university offers courses to help students without this preparation to meet the math and English skill levels required in the Construction Management program. Insufficient preparation will increase the number of semesters required to complete the degree.
Associate of Applied Science, Construction Management

Program Outcomes

Graduates will be able to:

• Analyze, interpret and understand the fundamental processes used to create project designs and construction documents.
• Define the roles, relationships and responsibilities of the participants in the design and construction process.
• Use clear and effective written and oral communication methods to facilitate interaction with all project team participants.
• Define the methods, materials, and techniques used in the design and construction of buildings and civil works.
• Interpret construction documents to accurately predict project costs and assign resources.
• Utilize construction operations planning methods to create accurate project schedules and monitor productivity.
• Interpret and apply building codes in construction processes.
• Proficiently operate industry-standard software for computer-aided design and drafting (CADD), project cost estimating and project scheduling.
• Utilize a working knowledge of safety, health, and environmental issues related to construction activities.

Admission Requirements

1. Satisfy the requirements under Admission to Certificate and Associate Degree Programs in Chapter 7, Academic Standards and Regulations.
2. Certain courses require prerequisites or faculty permission. See an academic advisor for further information.

Graduation Requirements

In order to receive the Associate of Applied Science in Construction Management, students must achieve a grade of C or better in all courses required for the degree.

Course Requirements

1. Complete the General University Requirements for Associate of Applied Science Degrees located at the beginning of this chapter.
2. Complete the General Course Requirements for Associate of Applied Science degrees located at the beginning of this chapter (15 credits).

Required Support Courses

Complete the following required support courses:

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<td>Principles of Managerial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>[BA/JUST A241]</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>*ENGL A212</td>
<td>Technical Writing</td>
<td>3</td>
</tr>
<tr>
<td>GEO A181</td>
<td>Construction Surveying</td>
<td>1</td>
</tr>
<tr>
<td>*MATH A107</td>
<td>College Algebra (4) and Trigonometry (3)</td>
<td>6/7</td>
</tr>
<tr>
<td>*MATH A188</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* denotes courses that must be completed with a grade of C or better.

Comment [JC1]: Course outcomes updated to be consistent with the program’s student outcomes assessment plan revised by faculty in 2009.

Comment [JC2]: BA A241 will replace ACCT 202. The ACCE “Business and Management” curriculum category must contain more than one discipline or subject area.

Comment [JC3]: New course.
Major Requirements

1. Complete the following required courses:

<table>
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<td>CM A205</td>
<td>Construction Safety</td>
<td>3</td>
</tr>
<tr>
<td>CM A213</td>
<td>Construction Civil Technology</td>
<td>4</td>
</tr>
<tr>
<td>CM A231</td>
<td>Structural Technology</td>
<td>4</td>
</tr>
<tr>
<td>CM A263</td>
<td>Civil Construction Cost Estimating</td>
<td>3</td>
</tr>
<tr>
<td>CM A295</td>
<td>Construction Management Internship</td>
<td>3</td>
</tr>
</tbody>
</table>

2. A total of 66.5 credits is required for the degree.

Bachelor of Science, Construction Management

Program Outcomes

Graduates will be able to:

- Manage the principal resources of a construction industry organization including its workers, equipment, time, and budgets.
- Represent the role of the constructor in the multi-discipline team responsible for managing construction projects.
- Assess project risk and evaluate alternate project delivery systems for project procurement and construction.
- Communicate effectively with project design professionals during the planning phases of design-build projects and throughout the construction phase of all projects.
- Utilize knowledge of materials, methods, and equipment operations to plan, control, and analyze the results of construction processes.
- Manage construction operations in unique and changing conditions to produce measured results that meet stated quality criteria and overall project goals.

Admissions Requirements

1. Satisfy the requirements under Admission to Baccalaureate Programs in Chapter 7, Academic Standards and Regulations.
2. Certain courses require prerequisites or faculty permission. See an academic advisor for further information.

Graduation Requirements

In order to receive the Bachelor of Science in Construction Management, students must achieve a grade of C or better in all courses required for the degree.

General University Requirements

1. Complete the General University Requirements for All Baccalaureate Degrees located at the beginning of this chapter.
2. Complete the General Education Requirements for Baccalaureate Degrees at the beginning of this chapter.

Required Support Courses

1. Complete the following support courses:

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</tbody>
</table>
ACCT A202  Principles of Managerial Accounting  3
BA A300  Organizational Theory and Behavior  3
BA/JUST A241  Business Law I  3
*ECON A201  Principles of Macroeconomics  3
*ECON A202  Principles of Microeconomics  3
*ENGL A212  Technical Writing  3
ES A411  Northern Design (2)  3

CE A403  Arctic Engineering(3)
GEO A181  Construction Surveying  1
GEO A155  Fundamentals of Surveying  3
MATH A107  College Algebra (4)  6/7
and
MATH A108  Trigonometry (3)
MATH A109  Precalculus 6

*PHIL A301  Ethics  3
*PHYS A123/L  Basic Physics I with lab  4

2. Complete one of the following science courses:
*CHEM A105/L  General Chemistry I with lab (4)  4

or
*GEOL A111  Physical Geology  4

3. Complete one additional science course at or above the *100-level in CHEM, ENVI, GEOL, or PHYS, that includes a laboratory class (2 credits)  4

4. Complete one of the following:  3-4
*MATH A200  Calculus (4)
*MATH A272  Applied Calculus (3)
*STAT A253  Applied Statistics for the Sciences (4)

*Note: Required Support Courses may also be used to satisfy General Education Requirements.

Major Requirements

1. Complete the following required courses:
AET/CM A101  Fundamentals of CADD for Building Construction  4
AET/CM A102  Methods of Building Construction  3
AET/CM A123  Codes and Standards  3
AET/CM A142  Mechanical and Electrical Technology  4
AET/CM A231  Structural Technology  4
CM A163  Building Construction Cost Estimating  3
CM A201  Construction Project Management I  3
CM A202  Project Planning and Scheduling  3
CM A205  Construction Safety  3
CM A213  Construction Civil Technology  4
CM A231  Structural Technology  4
CM A260  Civil Construction Cost Estimating  3
CM A301  Construction Project Management II  3
CM A312  Soils in Construction  3
CM A331  Statics & Strengths of Materials  3
CM A401  Construction Law  3
CM A422  Sustainability in the Built Environment*  3
CM A440  Financial Management for Construction  3
CM A450  Construction Management Professional Practice*  3
CM A460  Construction Equipment Management and Methods  3
CM A495  Advanced Construction Management Internship  3

Comment [JC6]: BA A300 is added to bring the required number of credits up to the minimum of 18 in the ACCE "Business and Management" curriculum category. Coordinated with CBPP.

Comment [JC7]: The option to take CE A403 Arctic Engineering is proposed by the CM faculty. Both courses present design principles for cold weather climates. Coordinated with SOE.

Comment [JC8]: New course.

Comment [JC9]: GEO A155 is no longer required because the construction surveying subject matter required by ACCE will be included in the new course GEO A181. Revised CM A213.

Comment [JC10]: College algebra and trigonometry may not be used to satisfy the ACCE curriculum standards in the "Mathematics and Science" category. Also, this change is being made in response to the OAA request to do away with "blanket" petitions.

Comment [JC11]: The ACCE standards require a total of 15 credits in the category of "Mathematics and Science". The current total is 14/15. Adding a lab requirement to this science selective will increase this to 15/16 and will address this weakness.

Comment [JC12]: Course number formatting edited to indicate AET and CM cross-listed courses.

Comment [JC13]: CM A213 will be revised as explained above.

Formatted: Default, Tab stops: Not at 4"
**Tier 3 General Education Requirement, integrative capstone.**

2. A total of 122/123 credits is required for the degree of which 42 credits must be upper division.

**Accreditation**

All necessary steps will be taken for successful accreditation by the American Council for Construction Education (ACCE).

**FACULTY**

Jeffrey Callahan, Assistant Professor, callahan@uaa.alaska.edu
Peter Dedych, Assistant Professor, dedych@uaa.alaska.edu
Donald Ketner, Chair, Assistant Professor, dketner@uaa.alaska.edu
Alan Peabody, Assistant Professor, apabody@uaa.alaska.edu
Course Action Request
University of Alaska Anchorage
Proposal to Initiate, Add, Change, or Delete a Course

1a. School or College
CT CTC

1b. Division
No Division Code

1c. Department
Aerospace Science

2. Course Prefix
AIRS

3. Course Number
A101

4. Previous Course Prefix & Number
N/A

5a. Credits/CEUs
1.0 CR

5b. Contact Hours
(Lecture + Lab)
(1+0)

6. Complete Course Title
Foundations of the United States Air Force I
USAF Foundations I
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 ☐ Course Number ☐ Contact Hours ☒ Repeat Status
☐ Grading Basis ☒ Cross-Listed/Stacked ☒ Course Prerequisites ☒ Co-requisites
☐ Test Score Prerequisites ☒ Course Description ☒ Registration Restrictions
☐ Other Restrictions ☒ Class ☐ Level ☐ College ☐ Major ☐ Other CCG (please specify)

9. Repeat Status No # of Repeats N/A Max Credits N/A

10. Grading Basis
☒ A-F ☐ P/NP ☐ NG

11. Implementation Date
semester/year
From: Fall/2011 To: /9999

12. ☐ Cross Listed with N/A
Stacked with N/A

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>Aerospace Science</td>
<td>161-162, 309</td>
<td>17 Feb 11</td>
<td>Doug Smith</td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

Initiator Name (typed): DSS  Initiator Signed Initials: _______ Date: __________

13b. Coordination Email
Date: 17 February 2011
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison
Date: 17 February 2011

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)
Introduces basic military concepts. Covers key events in US Air Force history, military customs and courtesies, ethics, and communication skills.

16a. Course Prerequisite(s) (list prefix and number)
None

16b. Test Score(s)
N/A

16c. Co-requisite(s) (concurrent enrollment required)
AIRS A150

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

16e. Registration Restriction(s) (non-codable)
N/A

17. ☐ Mark if course has fees N/A

18. ☐ Mark if course is a selected topic course

19. Justification for Action
Required for AFROTC cadets in their first year of the ROTC program; provides freshman cadets with fundamental knowledge about the nature of military service and the Air Force. Adding AIRS A150 as a co-requisite.

__________________________________________________     ___________
Initiator (faculty only)         Date
Douglas S. Smith
Initiator (TYPE NAME)

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

☐ Approved ☐ Disapproved
Department Chairperson Date

☐ Approved ☐ Disapproved
Curriculum Committee Chairperson Date

☒ Approved ☐ Disapproved
Undergraduate/Graduate Academic Date

☐ Approved ☐ Disapproved
Board Chairperson Date

☐ Approved ☐ Disapproved
Provost or Designee Date
I. Course Description:
Introduces basic military concepts. Covers key events in US Air Force history, military customs and courtesies, ethics, and communication skills.

II. Course Design:
A. This course is designed for first year ROTC students.
B. Credits: 1.0
C. Total Student Involvement time: 15+30 hours
D. Required for the Minor in National Defense, Strategic Studies, and Leadership: Air Force Emphasis
E. There is no lab fee associated with this course.
F. This course may be taught in any time frame, but not more than one credit per week.
G. This is an existing course.
H. Coordinated with UAA listserv
I. Course level justification: Knowledge-level survey course.

III. Course Activities:
This class will be conducted in an interactive manner and everyone will be responsible for contributing to the success of the learning experience. Lectures will be brief and interactive. Students will have extensive small group discussions and exercises throughout the class. Time will be given in class to discuss and work on projects and papers.

IV. Course Prerequisites:
None

Course Co-requisites:
AIRS A150

Registration Restrictions:
This course is open to any student.

V. Course Evaluation:
Grading Basis: A-F.

VI. Outline:
1.0 Introduction to ROTC
2.0 Department of the Air Force
3.0 Air Force Dress and Appearance Standards
4.0 Military Customs and Courtesies
5.0 Team Building – A Central Skill
6.0 Military Communication Skills
7.0 Interpersonal Communication
8.0 Air Force Benefits
9.0 Air Force Officer Career Opportunities

VII. Suggested Text (Issued to Student):


VIII. Bibliography:


IX. Instructional Goals, Student Outcomes, and Assessment Procedures:

A. Instructional Goal:
Produce students that understand the basics of the United States Air Force and the character standards expected of an Air Force officer

B. Student Outcomes and Assessment Procedures

<table>
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<tr>
<th>Student Outcomes</th>
<th>Assessment Procedures</th>
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<td>Small group presentation and written evaluation</td>
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<td>Small group presentation and written evaluation</td>
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<tr>
<td>Explain the role the Air Force plays and how it is organized to support national objectives.</td>
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</tr>
<tr>
<td>Demonstrate basic communicative skills.</td>
<td>Practical exercise</td>
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**Course Action Request**
University of Alaska Anchorage
Proposal to Initiate, Add, Change, or Delete a Course

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</tr>
</thead>
<tbody>
<tr>
<td>CT CTC</td>
<td>No Division Code</td>
<td>Aerospace Science</td>
</tr>
</tbody>
</table>

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<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>
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<td>(1+0)</td>
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6. Complete Course Title
Foundations of the United States Air Force II
USAF Foundations II
Abbreviated Title for Transcript (30 character)

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<th>7. Type of Course</th>
<th>8. Type of Action:</th>
<th>9. Repeat Status No</th>
<th>10. Grading Basis</th>
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<tr>
<td>Academic</td>
<td>Add or Change or Delete</td>
<td># of Repeats N/A</td>
<td>A-F</td>
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<th>11. Implementation Date</th>
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<td>semester/year</td>
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<td>To: /999</td>
<td></td>
<td></td>
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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)
Introduces basic military concepts. Covers key events in US Air Force history, military customs and courtesies, ethics, and communication skills.

16a. Course Prerequisite(s) (list prefix and number) None
16b. Test Score(s) N/A
16c. Co-requisite(s) (concurrent enrollment required) AIRS A150

16d. Other Restriction(s) (list prefix and number)
- College
- Major
- Class
- Level
16e. Registration Restriction(s) (non-codable) N/A

17. Mark if course has fees N/A
18. Mark if course is a selected topic course

19. Justification for Action
Required for AFROTC cadets in their first year of the ROTC program; provides freshman cadets with fundamental knowledge about the nature of military service and the Air Force. Adding AIRS A150 as co-requisite.

Initiator Name (typed): DSS
Initiator Signed Initials: ___________
Initiator (faculty only) Date
Douglas S. Smith
Initiator (TYPE NAME) Date

Approved
Disapproved
Dean/Director of School/College Date

Approved
Disapproved
Undergraduate/Graduate Academic Chairperson Date

Approved
Disapproved
Board Chairperson Date

Approved
Disapproved
Provost or Designee Date
I. Course Description:
Introduces basic military concepts. Covers key events in US Air Force history, military customs and courtesies, ethics, and communication skills.

II. Course Design:
A. This course is designed for first year ROTC students.
B. Credits: 1.0
C. Total Student Involvement time: 15+30 hours
D. Required for the Minor in National Defense, Strategic Studies, and Leadership: Air Force Emphasis
E. There is no lab fee associated with this course.
F. This course may be taught in any time frame, but not more than one credit per week.
G. This is an existing course.
H. Coordinated with UAA listserv
I. Course level justification: Knowledge-level survey course.

III. Course Activities:
This class will be conducted in an interactive manner and everyone will be responsible for contributing to the success of the learning experience. Lectures will be brief and interactive. Students will have extensive small group discussions and exercises throughout the class. Time will be given in class to discuss and work on projects and papers.

IV. Course Prerequisites:
None

Course Co-requisites:
AIRS A150

Registration Restrictions:
The course is open to any student.

V. Course Evaluation:
Grading Basis: A-F.

VI. Outline:
1.0 Air Force Heritage
2.0 Listening: The Neglected Skill
3.0 Air Force Installations
4.0 War
5.0 Air Force Core Values: The Price of Admission
6.0 The Air Force Leader
7.0 Human Relations in the Air Force
8.0 Oath of Office: The Last Word
9.0 Communication Skill Exercise

VII. Suggested Text (Issued to Student):


VIII. Bibliography:


IX. Instructional Goals, Student Outcomes, and Assessment Procedures:

A. Instructional Goal:

Produce students that understand the basics of the United States Air Force and the character standards expected of an Air Force officer

B. Student Outcomes and Assessment Procedures

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# Course Action Request

**University of Alaska Anchorage**

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

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<td>A150</td>
<td>N/A</td>
<td>1.0 CR</td>
<td>(0+4)</td>
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</tbody>
</table>

### 6. Complete Course Title

**US Air Force Leadership Laboratory**

USAF ROTC LLAB

Abbreviated Title for Transcript (30 character)

### 7. Type of Course

- [x] Academic
- [ ] Preparatory/Development
- [ ] Non-credit
- [ ] CEU
- [ ] Professional Development

### 8. Type of Action: [ ] Add or [x] Change or [ ] Delete

If a change, mark appropriate boxes:

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

### 9. Repeat Status

- Yes

# of Repeats: 10

Max Credits: 10

### 10. Grading Basis

- A-F
- P/NP
- NG

### 11. Implementation Date

From: **Fall/2011**

To: **/9999**

### 12. Cross Listed with

- [x] N/A

Stacked with

- [x] N/A

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).

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</tbody>
</table>

Initiator Name (typed): **DSS**

Initiator Signed Initials: ___________ Date: ___________

### 13b. Coordination Email

**Date:** 17 February 2011

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

### 13c. Coordination with Library Liaison

**Date:** 17 February 2011

### 14. General Education Requirement

Mark appropriate box:

- [ ] Oral Communication
- [ ] Written Communication
- [ ] Social Sciences
- [ ] Quantitative Skills
- [ ] Natural Sciences
- [ ] Humanities
- [ ] Integrative Capstone

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

Provides practical leadership experience and military training to Air Force ROTC cadets. Includes field trips to different Air Force bases, has required weekly physical fitness training, marching, and leadership exercises. Special Note: This is a required course for Air Force ROTC students seeking an officer's commission. Students must be eligible for military service to take this course.

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

- N/A

### 16b. Test Score(s)

- N/A

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

- AIRS A101 or AIRS A102 or AIRS A201 or AIRS A202 or AIRS A301 or AIRS A302 or AIRS A401 or AIRS A402

### 16d. Other Restriction(s)

- [ ] College
- [ ] Major
- [ ] Class
- [ ] Level

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

- Student must be enrolled in AFROTC Academic Classes unless they have completed all ROTC academic courses for program completion.

### 17. Mark if course has fees

- N/A

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

### 19. Justification for Action

Required for AFROTC cadets to complete/pass this laboratory as part of their academic program. Allows cadets to practice lessons learned in the classroom. Also, adding course as requirement for Minor in National Defense, Strategic Studies and Leadership: Air Force Emphasis. Additionally, adding all AIRS academic courses as co-requisites. Finally, specifying number of repeats (10).
<table>
<thead>
<tr>
<th>Initiator (faculty only)</th>
<th>Date</th>
<th></th>
<th>Dean/Director of School/College</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Douglas S. Smith</strong></td>
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<tr>
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<td>Date</td>
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<td>Undergraduate/Graduate Academic Board Chairperson</td>
<td>Date</td>
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<td>Curriculum Committee Chairperson</td>
<td>Date</td>
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<td>Provost or Designee</td>
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Provides practical leadership experience and military training to Air Force ROTC cadets. Includes field trips to different Air Force bases, has required weekly physical fitness training, marching, and leadership exercises. Special Note: This is a required course for Air Force ROTC students seeking an officer’s commission. Students must be eligible for military service to take this course.

II. Course Design:
A. This course is designed for all ROTC students who are enrolled in AFROTC academic classes.
B. Credits: 1.0
C. Total Student Involvement time: 15+30 hours
D. Required for the Minor in National Defense, Strategic Studies, and Leadership: Air Force Emphasis
E. There is no lab fee associated with this course.
F. This course may be taught in any time frame, but not more than one credit per week.
G. This is an existing course.
H. Coordinated with UAA listserv
I. Course level justification: Introductory course consisting of military training exercises.

III. Course Activities:
This class will be conducted in an interactive manner and everyone will be responsible for contributing to the success of the learning experience. Lectures will be brief and interactive. Students will have extensive small group discussions and exercises throughout the class. Time will be given in class to discuss and work on projects and papers.

IV. Course Prerequisites:
None

Course Co-requisites:
AIRS A101 or AIRS A102 or AIRS A201 or AIRS A202 or AIRS A301 or AIRS A302 or AIRS A401 or AIRS A402.

Registration Restrictions:
Student must be enrolled in AFROTC Academic Classes unless they have completed all ROTC academic courses for program completion.

V. Course Evaluation:
Grading Basis: P/NP.

VI. Outline:
1.0 AFROTC Honor Code
2.0 Environment of an Air Force Officer
   2.1 Air Force Dress and Grooming Standards
   2.2 Air Force Customs and Courtesies
   2.3 Air Force and AFROTC Grade Structure and insignia and Chain of Command
3.0 Leadership, followership and teamwork skills
3.1 Leadership, management and problem-solving skills in special projects/positions
3.2 Advanced leadership experiences

4.0 Drill and Ceremonies
4.1 Courtesies and Procedures Associated with the United States flag
4.2 Individual and flight drill positions
4.3 Guide-on procedures during cadet drill & ceremonies practice and official functions
4.4 Reveille (flag-raising) ceremony, retreat ceremony, and parade

5.0 Field Training
5.1 Mental, physical and administrative requirements of Field Training (FT)
5.2 Proper open ranks inspection procedures
5.3 Key personnel parade procedures
5.4 Field Training (FT) military decorum
5.5 Expeditionary requirements of Field Training
5.6 Road guard procedures
5.7 Dorm maintenance procedures and requirements
5.8 AFOATS Training Manual (ATM)

6.0 Esprit de corps

7.0 Cadet mentor program

8.0 AFROTC Awards and Decorations program

9.0 Air Force Dining-In/Out

10.0 Feedback and performance evaluation skills

11.0 Commander’s Call

12.0 Physical Training (PT)
12.1 Principles of Air Force Health and Wellness

VII. Suggested Text (Issued to Student):


VIII. Bibliography:


IX. Instructional Goals, Student Outcomes, and Assessment Procedures:

A. Instructional Goal:

Develop knowledge of the United States Air Force and integrate the knowledge into practical uses by officers in today's military.

B. Student Outcomes and Assessment Procedures

<table>
<thead>
<tr>
<th>Student Outcomes</th>
<th>Assessment Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>After successful completion of the course, students will be able to do the following:</td>
<td>This outcome will be assessed by one or more of the following:</td>
</tr>
<tr>
<td>Discuss the principles of the Holm Center Training Manual.</td>
<td>Small group presentation</td>
</tr>
<tr>
<td>Demonstrate Air Force customs and courtesies and dress and grooming standards.</td>
<td>Group presentation and practical exercise</td>
</tr>
<tr>
<td>Recite Air Force grade structure and insignia, plus the chain of command.</td>
<td>Small group presentation</td>
</tr>
<tr>
<td>Analyze and demonstrate warrior ethos and esprit de corps in fellow cadets.</td>
<td>Practical exercise</td>
</tr>
<tr>
<td>Demonstrate standards for the Air Force Physical Fitness Test (PFT).</td>
<td>Practical exercise</td>
</tr>
<tr>
<td>Explain suicide prevention and sexual assault awareness.</td>
<td>Small group presentation</td>
</tr>
<tr>
<td>Apply operational risk management to all aspects of life.</td>
<td>Group presentation and practical exercise</td>
</tr>
</tbody>
</table>
Examines the evolution of air and space combat technology, doctrine, historical context and practice from the first use of dirigibles to the development of Intercontinental Ballistic Missiles and long-range bombers in the early 1960s. 

16a. Course Prerequisite(s) (list prefix and number) None 
16b. Test Score(s) N/A 
16c. Co-requisite(s) (concurrent enrollment required) AIRS A150 
16d. Other Restriction(s) 
- College □ 
- Major □ 
- Class □ 
- Level □ 
16e. Registration Restriction(s) (non-codable) N/A 
17. □ Mark if course has fees N/A 
18. □ Mark if course is a selected topic course 

19. Justification for Action 
Required to give cadets an understanding of current airpower doctrine through study of its origins. The mandatory requirements of the class include briefings, lectures and tests. Also, adding course as requirement for Minor in National Defense, Strategic Studies and Leadership: Air Force Emphasis. Adding AIRS A150 as co-requisite. Changing repeat status to "no."

Initiator (faculty only) 
Douglas S. Smith  
Initiator (TYPE NAME)
I. **Course Description:**
Examines the evolution of air and space combat technology, doctrine, historical context and practice from the first use of dirigibles to the development of Intercontinental Ballistic Missiles and long-range bombers in the early 1960s.

II. **Course Design:**
A. This course is designed for second-year ROTC students.
B. Credits: 2.0
C. Total Student Involvement time: 30+60 hours
D. Required for the Minor in National Defense, Strategic Studies, and Leadership: Air Force Emphasis
E. There is no lab fee associated with this course.
F. This course may be taught in any time frame, but not more than one credit per week.
G. This is an existing course.
H. Coordinated with UAA listserv
I. Course level justification: Course requires students to examine the relationships between airpower doctrine and historical application

III. **Course Activities:**
This class will be conducted in an interactive manner and everyone will be responsible for contributing to the success of the learning experience. Lectures will be brief and interactive. Students will have extensive small group discussions and exercises throughout the class. Time will be given in class to discuss and work on projects and papers.

IV. **Course Prerequisites:**
None

**Course Co-requisites:**
AIRS A150

**Registration Restrictions:**
This course is open to any student.

V. **Course Evaluation:**
Grading Basis: A-F.

VI. **Outline:**
1.0 Module I: Air Power Through World War I: The Introduction of Aircraft to Military Operations
   1.1 Air and Space Power Defined
   1.2 Early Flight to World War I
   1.3 Advent of the Air Age: World War I
2.0 Module II: The Interwar Years and World War II: Strategic Attack
   2.1 The Development of Air Doctrine
   2.2 Airpower in Early World War II
   2.3 The European Theater in World War II
2.4 The Pacific Theater in World War II

3.0 Module III: Airpower Through the Cold War: Strategic Airlift, Birth of a Nuclear Triad, Introduction of Jet Aircraft
   3.1 An Independent Air Force and the Cold War
   3.2 The Berlin Airlift
   3.3 Lemay and Nuclear Deterrence
   3.4 The Korean War
   3.5 The Korean War: Part II

VII. Suggested Text (Issued to Student):


VIII. Bibliography:


IX. Instructional Goals, Student Outcomes, and Assessment Procedures:

A. Instructional Goal:

Introduce the student to the development of air and space power and allow for the understanding of the evolution of air and space doctrine leading into its current and future application.
### B. Student Outcomes and Assessment Procedures

<table>
<thead>
<tr>
<th>Student Outcomes</th>
<th>Assessment Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>After successful completion of the course, students will be able to do the following:</td>
<td>This outcome will be assessed by one or more of the following:</td>
</tr>
<tr>
<td>Recite the key terms and definitions used to describe air and space power.</td>
<td>Small group presentation</td>
</tr>
<tr>
<td>Explain the events, leaders, and technical developments that led to the evolution and employment of USAF air and space power.</td>
<td>Small group presentation</td>
</tr>
<tr>
<td>Demonstrate basic verbal and written communication skills.</td>
<td>Small group presentation, practical exercise</td>
</tr>
<tr>
<td>Recite the Air Force Core Values and examples of their use throughout the evolution of USAF air and space power.</td>
<td>Practical Exercise, written evaluation</td>
</tr>
</tbody>
</table>
1a. School or College  
CT CTC

1b. Division  
No Division Code

1c. Department  
Aerospace Science

2. Course Prefix  
AIRS

3. Course Number  
A202

4. Previous Course Prefix & Number  
N/A

5a. Credits/CEUs  
2.0 CR

5b. Contact Hours  
(Lecture + Lab)  
(2+0)

6. Complete Course Title  
Evolution of USAF Air and Space Power II
Air and Space Power II

Abbreviated Title for Transcript (30 character)  

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

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

9. Repeat Status No  # of Repeats  N/A  Max Credits  N/A

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

11. Implementation Date  
From: Fall/2011  
To: 9999

12. Cross Listed with  
N/A

13. Cross Listed with  
N/A  
Stacked with  
N/A  
Cross-Listed Coordination Signature

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

Initiator Name (typed): DSS
Initiator Signed Initials: ___________  Date: ___________

13b. Coordination Email  
Date: 17 February 2011
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison  
Date: 17 February 2011

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)  
Builds upon previous (AIRS A201) course work and examines the evolution of air and space combat technology, doctrine, and practice from the early 1960s to the present.

16a. Course Prerequisite(s) (list prefix and number)  
None

16b. Test Score(s)  
N/A

16c. Co-requisite(s) (concurrent enrollment required)  
AIRS A150

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

16e. Registration Restriction(s) (non-codable)  
N/A

17. ☐ Mark if course has fees N/A

18. ☐ Mark if course is a selected topic course

19. Justification for Action  
Required to give cadets an understanding of current airpower doctrine through study of its origins. The mandatory requirements of the class include briefings, lectures and tests. Also, adding course as requirement for Minor in National Defense, Strategic Studies and Leadership: Air Force Emphasis. Adding AIRS A150 as co-requisite and dropping AIRS A201 as pre-requisite. Changing repeat status to "no."

Initiator (faculty only)  
Date

Douglas S. Smith
Initiator (TYPE NAME)

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

Approved  ☐  Disapproved  ☐
Department Chairperson  Date

Approved  ☐  Disapproved  ☐
Curriculum Committee Chairperson  Date

Approved  ☐  Disapproved  ☐
Provost or Designee  Date

261
I. **Course Description:**
Builds upon previous (AIRS A201) course work and examines the evolution of air and space combat technology, doctrine, and practice from the early 1960s to the present.

II. **Course Design:**
A. This course is designed for second-year ROTC students.
B. Credits: 2.0
C. Total Student Involvement time: 30+60 hours
D. Required for the Minor in National Defense, Strategic Studies, and Leadership: Air Force Emphasis
E. There is no lab fee associated with this course.
F. This course may be taught in any time frame, but not more than one credit per week.
G. This is an existing course.
H. Coordinated with UAA listserv
I. Course level justification: Course requires students to examine the relationships between airpower doctrine and historical application

III. **Course Activities:**
This class will be conducted in an interactive manner and everyone will be responsible for contributing to the success of the learning experience. Lectures will be brief and interactive. Students will have extensive small group discussions and exercises throughout the class. Time will be given in class to discuss and work on projects and papers.

IV. **Course Prerequisites:**
None

**Course Co-requisites:**
AIRS A150

**Registration Restrictions:**
This course is open to any student.

V. **Course Evaluation:**
Grading Basis: A-F.

VI. **Outline:**
1.0 Module III: Airpower Through the Cold War: Strategic Airlift, Birth of a Nuclear Triad, Introduction of Jet Aircraft (Continued from AIRS201)
   1.1 The Cuban Missile Crisis: Air and Space Power Revisited
   1.2 Vietnam: Part I
   1.3 Vietnam: Part II
   1.4 Rebuilding for an Air and Space Force: Part I
   1.5 Rebuilding for an Air and Space Force: Part II
2.0 Module IV: Airpower Through the Post-Cold-War Period
   2.1 The Persian Gulf War
2.2 Post-Gulf War Air Operations
2.3 Conflict in the Former Republic of Yugoslavia

3.0 Module V: Airpower Today
3.1 Operation Enduring Freedom
3.2 Operation Iraqi Freedom
3.3 USAF CONOPS
3.4 Air and Space Power Review

VII. Suggested Text (Issued to Student):


VIII. Bibliography:


IX. Instructional Goals, Student Outcomes, and Assessment Procedures:

A. Instructional Goal:
Introduce the student to the development of air and space power and allow for the understanding of the evolution of air and space doctrine leading into its current and future application. Also, prepare student for summer ROTC field training.
### B. Student Outcomes and Assessment Procedures

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<thead>
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<td>After successful completion of the course, students will be able to do the following:</td>
<td>This outcome will be assessed by one or more of the following:</td>
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<tr>
<td>Recite the key terms and definitions used to describe air and space power.</td>
<td>Small group presentation</td>
</tr>
<tr>
<td>Explain the events, leaders, and technical developments that led to the evolution and employment of USAF air and space power.</td>
<td>Small group presentation</td>
</tr>
<tr>
<td>Demonstrate basic verbal and written communication skills.</td>
<td>Small group presentation, practical exercise</td>
</tr>
<tr>
<td>Recite the Air Force Core Values and examples of their use throughout the evolution of USAF air and space power.</td>
<td>Practical exercise, written evaluation</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>CT CTC</td>
<td>No Division Code</td>
<td>Aerospace Science</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>AIRS</td>
<td>A301</td>
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<td>3.0 CR</td>
<td>(3+0)</td>
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<table>
<thead>
<tr>
<th>6. Complete Course Title</th>
<th>Abbreviated Title for Transcript (30 character)</th>
</tr>
</thead>
<tbody>
<tr>
<td>US Air Force Leadership and Management I</td>
<td>USAF Leadership I</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>7. Type of Course</th>
<th>8. Type of Action:</th>
<th>9. Repeat Status No</th>
<th>10. Grading Basis</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic</td>
<td>Add</td>
<td># of Repeats</td>
<td>A-F</td>
</tr>
<tr>
<td></td>
<td>or Change</td>
<td>Max Credits</td>
<td>P/NP</td>
</tr>
<tr>
<td></td>
<td>or Delete</td>
<td></td>
<td>NG</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>11. Implementation Date</th>
<th>From:</th>
<th>To:</th>
</tr>
</thead>
<tbody>
<tr>
<td>semester/year</td>
<td>Fall</td>
<td>999</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>12. Cross Listed with N/A</th>
<th>Stacked with N/A</th>
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</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>13a. Impacted Courses or Programs: List any programs or college requirements that require this course.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Please type into fields provided in table. If more than three entries, submit a separate table. A template is available at <a href="http://www.uaa.alaska.edu/governance">www.uaa.alaska.edu/governance</a>.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>13b. Coordination Email</th>
<th>Date: 17 February 2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>submitted to Faculty Listserv:</td>
<td><a href="mailto:uaa-faculty@lists.uaa.alaska.edu">uaa-faculty@lists.uaa.alaska.edu</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>13c. Coordination with Library Liaison</th>
<th>Date: 17 February 2011</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>14. General Education Requirement</th>
<th>Mark appropriate box:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oral Communication</td>
<td></td>
</tr>
<tr>
<td>Written Communication</td>
<td></td>
</tr>
<tr>
<td>Quantitative Skills</td>
<td></td>
</tr>
<tr>
<td>Humanities</td>
<td></td>
</tr>
<tr>
<td>Fine Arts</td>
<td></td>
</tr>
<tr>
<td>Social Sciences</td>
<td></td>
</tr>
<tr>
<td>Natural Sciences</td>
<td></td>
</tr>
<tr>
<td>Integrative Capstone</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>15. Course Description (suggested length 20 to 50 words)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Analyzes leadership, management fundamentals, professional knowledge, Air Force personnel and evaluation systems, leadership ethics, and communication skills required of an Air Force junior officer. Special Note: This is a mandatory course for students seeking an Air Force officer's commission.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>16a. Course Prerequisite(s) (list prefix and number)</th>
<th>16b. Test Score(s)</th>
<th>16c. Co-requisite(s) (concurrent enrollment required)</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td>N/A</td>
<td>AIRS A150</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>16d. Other Restriction(s)</th>
<th>16e. Registration Restriction(s) (non-codable)</th>
<th>17. Mark if course has fees N/A</th>
<th>18. Mark if course is a selected topic course</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Departmental Approval</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>19. Justification for Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required for contracted AFROTC cadets in their first year of the two years of upper-level ROTC. Also, adding course as requirement for Minor in National Defense, Strategic Studies and Leadership: Air Force Emphasis. Adding AIRS A150 as co-requisite. Changing repeat status to &quot;no.&quot;</td>
</tr>
</tbody>
</table>

Initiator (faculty only) Date

Initiator (TYPE NAME)

Approved Disapproved

Dean/Director of School/College Date

Approved Disapproved Undergraduate/Graduate Academic Date

Approved Disapproved Board Chairperson Date

Approved Disapproved Provost or Designee Date
I. Course Description:
Analyzes leadership, management fundamentals, professional knowledge, Air Force personnel and evaluation systems, leadership ethics, and communication skills required of an Air Force junior officer. Special Note: This is a mandatory course for students seeking an Air Force officer’s commission.

II. Course Design:
A. This course is designed for third-year ROTC students.
B. Credits: 3.0
C. Total Student Involvement time: 45+90 hours
D. Required for the Minor in National Defense, Strategic Studies, and Leadership: Air Force Emphasis
E. There is no lab fee associated with this course.
F. This course may be taught in any time frame, but not more than one credit per week.
G. This is an existing course.
H. Coordinated with UAA listserv
I. Course level justification: Course requires students to analyze prescribed leadership and management scenarios and to discriminate between proper and improper courses of action

III. Course Activities:
This class will be conducted in an interactive manner and everyone will be responsible for contributing to the success of the learning experience. Lectures will be brief and interactive. Students will have extensive small group discussions and exercises throughout the class. Time will be given in class to discuss and work on projects and papers.

IV. Course Prerequisites:
None

Course Co-requisites:
AIRS A150

Registration Restrictions:
Departmental Approval

V. Course Evaluation:
Grading Basis: A-F.

VI. Outline:
1.0 Leadership Overview
  1.1 Introduction to Leadership Theory
  1.2 Core Values and the AF Member
  1.3 Air Force Leadership
  1.4 Profession of Arms
  1.5 AF Smart Operations
2.0 Basic Skills in Leadership
  2.1 Self-Assessment
  2.2 Managing Stress
2.3 Sexual Assault Prevention and Response I
2.4 Introduction to Critical Thinking
2.5 Air Force Effective Writing
2.6 Writing Strategies
2.7 Basics of Briefing
2.8 Team Building
2.9 Problem Solving
2.10 Problem-Solving Exercise
2.11 Followership
2.12 Motivation
2.13 Situational Leadership
2.14 Change Management
2.15 Management Functions and Principles
2.16 Editing Your Draft
2.17 Conflict Management

3.0 Military Relationships
3.1 Professional/Unprofessional Relationships
3.2 Professional/Unprofessional Relationships Case Studies
3.3 Briefings (Communication Skills Application)

VII. Suggested Text (Issued to Student):


VIII. Bibliography:


IX. Instructional Goals, Student Outcomes, and Assessment Procedures:

A. Instructional Goal:
Integrate the principles and practices of effective leadership, military operations and personal development in order to adequately prepare for senior-level ROTC classes and senior leadership positions within the cadet wing.

B. Student Outcomes and Assessment Procedures

<table>
<thead>
<tr>
<th>Student Outcomes</th>
<th>Assessment Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>After successful completion of the course, students will be able to do the following:</td>
<td>This outcome will be assessed by one or more of the following:</td>
</tr>
<tr>
<td>Analyze selected individual leadership skills and personal strengths and weaknesses as applied in an Air Force environment.</td>
<td>Small group presentation</td>
</tr>
<tr>
<td>Synthesize the responsibility and authority of an Air Force officer, the Air Force officer’s responsibilities in the counseling and feedback process, and the selected duties and responsibilities as a subordinate leader.</td>
<td>Small group presentation and practical exercise</td>
</tr>
<tr>
<td>Apply concepts of ethical behavior and selected concepts, principles, and theories of quality in Air Force leadership and management.</td>
<td>Small group presentation</td>
</tr>
<tr>
<td>Apply listening, speaking, and writing skills in Air Force-peculiar formats and situations with accuracy, clarity.</td>
<td>Written and verbal evaluation</td>
</tr>
</tbody>
</table>
Course Action Request
University of Alaska Anchorage
Proposal to Initiate, Add, Change, or Delete a Course

<table>
<thead>
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<td>No Division Code</td>
<td>Aerospace Science</td>
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</table>

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<th>3. Course Number</th>
<th>4. Previous Course Prefix &amp; Number</th>
<th>5a. Credits/CEUs</th>
<th>5b. Contact Hours</th>
</tr>
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<tbody>
<tr>
<td>AIRS</td>
<td>A302</td>
<td>N/A</td>
<td>3.0 CR</td>
<td>(Lecture + Lab)</td>
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<td>(3+0)</td>
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<table>
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<tr>
<th>6. Complete Course Title</th>
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<tbody>
<tr>
<td>US Air Force Leadership and Management II</td>
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<tr>
<td>USAF Leadership II</td>
</tr>
<tr>
<td>Abbreviated Title for Transcript (30 character)</td>
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<table>
<thead>
<tr>
<th>7. Type of Course</th>
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<tbody>
<tr>
<td>☑ Academic</td>
</tr>
<tr>
<td>☐ Preparatory/Development</td>
</tr>
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</tr>
<tr>
<td>☐ CEU</td>
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<td>☐ Professional Development</td>
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<tr>
<th>8. Type of Action:</th>
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</thead>
<tbody>
<tr>
<td>☑ Add</td>
</tr>
<tr>
<td>☐ Change</td>
</tr>
<tr>
<td>☐ Delete</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>9. Repeat Status No</th>
<th># of Repeats</th>
<th>Max Credits</th>
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<tbody>
<tr>
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<table>
<thead>
<tr>
<th>10. Grading Basis</th>
</tr>
</thead>
<tbody>
<tr>
<td>☑ A-F</td>
</tr>
<tr>
<td>☐ P/NP</td>
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<tr>
<th>11. Implementation Date</th>
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<tbody>
<tr>
<td>From: Fall/2011</td>
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<td>To: /999</td>
</tr>
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</table>

| 12. Cross Listed with N/A |
|                           |

<table>
<thead>
<tr>
<th>13a. Impacted Courses or Programs:</th>
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<td>List any programs or college requirements that require this course.</td>
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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).

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<td>161-162, 309</td>
<td>17 Feb 11</td>
<td>Doug Smith</td>
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Initiator Name (typed): DSS  
Initiator Signed Initials: __________  Date: __________

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

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<tr>
<td>☐ Fine Arts</td>
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<tr>
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<tr>
<td>☐ Natural Sciences</td>
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<tr>
<td>☐ Integrative Capstone</td>
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<table>
<thead>
<tr>
<th>15. Course Description (suggested length 20 to 50 words)</th>
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<tr>
<td>Examines concepts of military professionalism and officership. Analyzes the application of military ethics to various combat and non-combat scenarios. Covers officer evaluation, promotion, and assignment systems. Special Note: This is a mandatory course for students seeking an Air Force officer's commission.</td>
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<th>16a. Course Prerequisite(s) (list prefix and number)</th>
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<td>☐ Major</td>
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<table>
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<tr>
<th>17. Mark if course has fees N/A</th>
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<tr>
<th>18. Mark if course is a selected topic course</th>
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<table>
<thead>
<tr>
<th>19. Justification for Action</th>
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<tr>
<td>Required for contracted AFROTC cadets in their first year of the two years of upper-level ROTC. Also, adding course as requirement for Minor in National Defense, Strategic Studies and Leadership: Air Force Emphasis. Adding AIRS A150 as co-requisite. Changing repeat status to &quot;no.&quot;</td>
</tr>
</tbody>
</table>

Initiator (faculty only)  
Date: __________

Douglas S. Smith  
Initiator (TYPE NAME)

| ☐ Approved  |
| Disapproved |

Department Chairperson  
Date: __________

| ☐ Approved  |
| Disapproved |

Curriculum Committee Chairperson  
Date: __________

| ☐ Approved  |
| Disapproved |

Dean/Director of School/College  
Date: __________

Undergraduate/Graduate Academic  
Date: __________

Board Chairperson  
Date: __________

Provost or Designee  
Date: __________
I. Course Description:
   Examines concepts of military professionalism and officership. Analyzes the application of military ethics to various combat and non-combat scenarios. Covers officer evaluation, promotion, and assignment systems.
   Special Note: This is a mandatory course for students seeking an Air Force officer's commission.

II. Course Design:
   A. This course is designed for third-year ROTC students.
   B. Credits: 3.0
   C. Total Student Involvement time: 45+90 hours
   D. Required for the Minor in National Defense, Strategic Studies, and Leadership: Air Force Emphasis
   E. There is no lab fee associated with this course.
   F. This course may be taught in any time frame, but not more than one credit per week.
   G. This is an existing course.
   H. Coordinated with UAA listserv
   I. Course level justification: Course requires students to analyze prescribed leadership and management scenarios and to discriminate between proper and improper courses of action

III. Course Activities:
   This class will be conducted in an interactive manner and everyone will be responsible for contributing to the success of the learning experience. Lectures will be brief and interactive. Students will have extensive small group discussions and exercises throughout the class. Time will be given in class to discuss and work on projects and papers.

IV. Course Prerequisites:
   AIRSA301

   Course Co-requisites:
   AIRS A150

   Registration Restrictions:
   Departmental Approval

V. Course Evaluation:
   Grading Basis: A-F.

VI. Outline:
   1.0 Advanced Skills/Ethics in Leadership
      1.1 Power and Influence
      1.2 The Caine Mutiny: A Study in Dynamic Subordinacy
      1.3 AF Military Equal Opportunity w/ Case Studies
      1.4 Effective Supervision
      1.5 Developing Airmen
      1.6 Sexual Assault Prevention & Response II
      1.7 Leadership Authority and Responsibility
      1.8 Corrective Supervision and Counseling
1.9 Counseling and Practicum
2.0 AF Core Values Case Studies
   2.1 Leadership Accountability
   2.2 Leadership Accountability Case Study: “Blackhawk Shoot Down”
   2.3 Leadership and Management Case Studies
   2.4 12 Angry Men
3.0 Joint Ethics
   3.1 The Supervisor’s In-Basket
   3.2 Ethical and Moral Leadership in the Military
4.0 Capstone: Remember the Titans
5.0 Briefings (Communication Skills Application)

VII. Suggested Text (Issued to Student):


VIII. Bibliography:


IX. Instructional Goals, Student Outcomes, and Assessment Procedures:

A. Instructional Goal:
   Integrate the principles and practices of effective leadership, military operations and personal development in order to adequately prepare for senior-level ROTC classes and senior leadership positions within the cadet wing.
B. Student Outcomes and Assessment Procedures

<table>
<thead>
<tr>
<th>Student Outcomes</th>
<th>Assessment Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>After successful completion of the course, students will be able to do the following:</td>
<td>This outcome will be assessed by one or more of the following:</td>
</tr>
<tr>
<td>Analyze selected individual leadership skills and personal strengths and weaknesses as applied in an Air Force environment.</td>
<td>Small group presentation</td>
</tr>
<tr>
<td>Synthesize the responsibility and authority of an Air Force officer, the Air Force officer's responsibilities in the counseling and feedback process, and the selected duties and responsibilities as a subordinate leader.</td>
<td>Small group presentation and practical exercise</td>
</tr>
<tr>
<td>Apply concepts of ethical behavior and selected concepts, principles, and theories of quality in Air Force leadership and management.</td>
<td>Small group presentation</td>
</tr>
<tr>
<td>Apply listening, speaking, and writing skills in Air Force-peculiar formats and situations with accuracy, clarity.</td>
<td>Written and verbal evaluation</td>
</tr>
</tbody>
</table>
1. **School or College**: CT CTC  
2. **Course Prefix**: AIRS  
3. **Course Number**: A401  
4. **Previous Course Prefix & Number**: N/A  
5. a. **Credits/CEUs**: 3.0 CR  
6. **Complete Course Title**: National Security Affairs I  
7. **Type of Course**: Academic  
8. **Type of Action**: Add or Change  
9. **Repeat Status No**: N/A  
10. **Grading Basis**: A-F, P/NP, NG  
11. **Implementation Date**: From: Fall/2011 To: /9999  
12. **Cross Listed with**: N/A  
13. a. **Course Prerequisite(s)**: AIRS 302  
14. **General Education Requirement**:  
   - Oral Communication  
   - Written Communication  
   - Quantitative Skills  
   - Humanities  
15. **Course Description**: Analyzes the relationship of the military to society and the role of the Executive and Congressional branches in military affairs. Examines the capabilities of the US Air Force, Navy, and Army. Outlines US national security goals, commitments, and issues in Europe and East Asia. Special Note: This is a mandatory course for students seeking an Air Force officer’s commission.  
16. a. **Course Prerequisite(s)** (list prefix and number) AIRS 302  
17. **Mark if course has fees N/A**:  
18. **Mark if course is a selected topic course**:  
19. **Justification for Action**: Required for contracted AFROTC cadets in their second year of the two years of upper-level ROTC. Also, adding course as requirement for Minor in National Defense, Strategic Studies and Leadership: Air Force Emphasis. Adding AIRS A150 as co-requisite. Changing repeat status to "no."
I. Course Description:
Analyzes the relationship of the military to society and the role of the Executive and Congressional branches in military affairs. Examines the capabilities of the US Air Force, Navy, and Army. Outlines US national security goals, commitments, and issues in Europe and East Asia. Special Note: This is a mandatory course for students seeking an Air Force officer's commission.

II. Course Design:
A. This course is designed for fourth year contracted ROTC students.
B. Credits: 3.0
C. Total Student Involvement time: 45+90 hours
D. Required for the Minor in National Defense, Strategic Studies, and Leadership: Air Force Emphasis
E. There is no lab fee associated with this course.
F. This course may be taught in any time frame, but not more than one credit per week.
G. This is an existing course.
H. Coordinated with UAA listserv
I. Course level justification: Course requires students to apply evaluation, assessment, and critiquing skills to complex issues of national security affairs and to the changing role of the military in US society

III. Course Activities:
This class will be conducted in an interactive manner and everyone will be responsible for contributing to the success of the learning experience. Lectures will be brief and interactive. Students will have extensive small group discussions and exercises throughout the class. Time will be given in class to discuss and work on projects and papers.

IV. Course Prerequisites:
AIRS A302

Course Co-requisites:
AIRS A150

Registration Restrictions:
Departmental Approval

V. Course Evaluation:
Grading Basis: A-F.

VI. Outline:
1.0 Safety
2.0 The AF Complaint & Fraud, Waste & Abuse program
3.0 Security Education
4.0 Substance Abuse
5.0 Officer Force Development
6.0 The US Constitution
7.0 Roles of the President, the Executive Branch, Congress, and Civilian Control of the Military
8.0 Terrorism
9.0 The Need For Cross-Cultural Competence
10.0 Handling Culture Shock Effectively
11.0 Examining Cultural Domains
12.0 Setting the World Stage
13.0 Africa
14.0 US Policy
15.0 Making Strategy
16.0 The Principles of War & Tenets of Air & Space
17.0 The Evolving Nature of War
18.0 The Department of Defense
19.0 Total Force
20.0 Air and Space Functions
21.0 Air and Space Capabilities
22.0 Force Packaging
23.0 USAF Major Commands
24.0 South Asia
25.0 Air and Space Expeditionary Force
26.0 East Asia
27.0 Department of the Army
28.0 Department of the Navy
29.0 The Marine Corps
30.0 US Coast Guard
31.0 Joint Operations
32.0 Law of Armed Conflict
33.0 Uniform Code of Military Justice

VII. Suggested Text:


VIII. Bibliography:


Jeanne M. Holm Center for Officer Accessions and Citizen Development. (1999). The U.S. constitution and fascinating facts about it. Maxwell AFB, AL: Oak Hill.


IX. Instructional Goals, Student Outcomes, and Assessment Procedures:

A. Instructional Goal:

Transition the student from junior-level college and ROTC courses and prepare them to lead the cadet wing as upper classmen with key skills of critical thinking, public speaking and confident leadership. Ultimately, prepare the student for commission as a 2nd Lieutenant in the Air Force. Prepare them for immediate management and supervisory responsibilities.

B. Student Outcomes and Assessment Procedures

<table>
<thead>
<tr>
<th><strong>Student Outcomes</strong></th>
<th><strong>Assessment Procedures</strong></th>
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</thead>
<tbody>
<tr>
<td>After successful completion of the course, students will be able to do the following:</td>
<td>This outcome will be assessed by one or more of the following:</td>
</tr>
<tr>
<td>Describe the basic elements of national security policy and process.</td>
<td>Small group presentation and practical exercise</td>
</tr>
<tr>
<td>Explain the air and space power functions and competencies.</td>
<td>Small group presentation and written evaluation</td>
</tr>
<tr>
<td>Analyze and explain selected roles of the military in society and current issues affecting the military profession as well as selected provisions of the military justice system.</td>
<td>Small group presentation and seminar discussion</td>
</tr>
<tr>
<td>Analyze the responsibility, authority, and functions of an Air Force commander.</td>
<td>Small group presentation, seminar discussion and practical exercise</td>
</tr>
<tr>
<td>Demonstrate listening, speaking, and writing skills in Air Force-peculiar formats and situations with accuracy, clarity, and appropriate style.</td>
<td>Seminar discussion and practical exercise</td>
</tr>
<tr>
<td>Explain the factors, which facilitate a smooth transition from civilian to military life.</td>
<td>Seminar discussion and practical exercise</td>
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Course Action Request  
University of Alaska Anchorage  
Proposal to Initiate, Add, Change, or Delete a Course

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<th>1c. Department</th>
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<td>CT CTC</td>
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| 15. Course Description (suggested length 20 to 50 words) | Outlines US national security goals, commitments, and issues in the former Soviet Union, Middle East, and Latin America. Analyzes non-traditional military operations and covers various personnel, legal, and leadership topics. Special Note: This is a mandatory course for students seeking an Air Force officer's commission. |

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<th>AIRS A401</th>
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<tr>
<td>X Major</td>
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| 19. Justification for Action | Required for contracted AFROTC cadets in their second year of the two years of upper-level ROTC. Also, adding course as requirement for Minor in National Defense, Strategic Studies and Leadership: Air Force Emphasis. Adding AIRS A150 as co-requisite. Changing repeat status to "no." |

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<td>Douglas S. Smith</td>
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<th>Initiator (TYPE NAME)</th>
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<th>Dean/Director of School/College</th>
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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Approved</th>
<th>Disapproved</th>
<th>Provost or Designee</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tr>
</tbody>
</table>
I. Course Description:
Outlines US national security goals, commitments, and issues in the former Soviet Union, Middle East, and Latin America. Analyzes non-traditional military operations and covers various personnel, legal, and leadership topics. Special Note: This is a mandatory course for students seeking an Air Force officer’s commission.

II. Course Design:
A. This course is designed for fourth year contracted ROTC students.
B. Credits: 3.0
C. Total Student Involvement time: 45+90 hours
D. Required for the Minor in National Defense, Strategic Studies, and Leadership: Air Force Emphasis
E. There is no lab fee associated with this course.
F. This course may be taught in any time frame, but not more than one credit per week.
G. This is an existing course.
H. Coordinated with UAA listserv
I. Course level justification: Course requires students to apply evaluation, assessment, and critiquing skills to complex issues of national security affairs and to the changing role of the military in US society

III. Course Activities:
This class will be conducted in an interactive manner and everyone will be responsible for contributing to the success of the learning experience. Lectures will be brief and interactive. Students will have extensive small group discussions and exercises throughout the class. Time will be given in class to discuss and work on projects and papers.

IV. Course Prerequisites:
AIRS A401

Course Co-requisites:
AIRS A150

Registration Restrictions:
Departmental Approval

V. Course Evaluation:
Grading Basis: A-F.

VI. Outline:
1.0 Military Law
2.0 Military Law Case Studies
3.0 The Airman's Creed and Code of Conduct
4.0 Europe
5.0 Bullet Statements With Impact
6.0 Bullet Statement Practicum
7.0 Performance Feedback
8.0 The Enlisted Force
9.0 Enlisted Evaluation System
10.0 Officer Evaluation System
11.0 Evaluation Concepts
12.0 Advocacy Briefing and Prep
13.0 The Middle East
14.0 Sexual Harassment Awareness
15.0 Information Assurance/Comp Sec & Info Ops
16.0 Suicide Awareness
17.0 Operational Risk Management
18.0 NCO Perspective
19.0 Civilian Personnel
20.0 Russia and the Former Soviet Republics
21.0 The Oath of Office and Commissioning
22.0 Communication Studies Application
23.0 Latin America

VII. Suggested Text:


VIII. Bibliography:


Jeanne M. Holm Center for Officer Accessions and Citizen Development. (1999). The U.S. constitution and fascinating facts about it. Maxwell AFB, AL: Oak Hill.


IX. **Instructional Goals, Student Outcomes, and Assessment Procedures:**

A. **Instructional Goal:**

Focus on key skills of critical thinking, public speaking and confident leadership in preparation for transition from college student to 2nd Lieutenant in the Air Force upon graduation. Prepare them for immediate management and supervisory responsibilities.

B. **Student Outcomes and Assessment Procedures**

<table>
<thead>
<tr>
<th>Student Outcomes</th>
<th>Assessment Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Describe the basic elements of national security policy and process.</td>
<td>Small group presentation and practical exercise</td>
</tr>
<tr>
<td>Explain the air and space power functions and competencies.</td>
<td>Small group presentation and written evaluation</td>
</tr>
<tr>
<td>Analyze and explain selected roles of the military in society and current issues affecting the military profession as well as selected provisions of the military justice system.</td>
<td>Small group presentation and seminar discussion</td>
</tr>
<tr>
<td>Analyze the responsibility, authority, and functions of an Air Force commander.</td>
<td>Small group presentation, seminar discussion and practical exercise</td>
</tr>
<tr>
<td>Demonstrate listening, speaking, and writing skills in Air Force-peculiar formats and situations with accuracy, clarity, and appropriate style.</td>
<td>Seminar discussion and practical exercise</td>
</tr>
<tr>
<td>Explain the factors, which facilitate a smooth transition from civilian to military life.</td>
<td>Seminar discussion and practical exercise</td>
</tr>
</tbody>
</table>
MEMORANDUM FOR DEAN, COMMUNITY AND TECHNICAL COLLEGE
CHAIR, UNDERGRADUATE ACADEMICS BOARD

FROM: AFROTC DET 001/CC
2811 Merrill Field Drive, Rm 116
Anchorage, AK  99501-4193

SUBJECT: Minor for Air Force ROTC Students

1. Currently, Air Force ROTC student-cadets complete a minimum of 20 credit hours and a maximum of 26 credit hours in order to earn their commission as an officer in the United States Air Force. Regardless of the individual's point of entry, a minimum of 12 of their credits are upper division credits. This is in addition to the requirement of completing a bachelor's degree in another field of study at University of Alaska Anchorage.

2. There is no minor at UAA that recognizes their dedication and commitment to improving their knowledge of operations and situations with regards to national defense, strategic studies and leadership. This minor would allow cadets to have a minor in addition to the bachelor's degree recognizing the coursework they completed.

3. Additionally some bachelor’s degrees require a minor in addition to their major. The approval of the minor would eliminate the need for a student to take excessive credits in order to complete ROTC, a bachelor's degree, and then another minor if their bachelor's degree requires one for completion.

4. This minor would also allow students to better utilize the GI Bill benefits. Currently, some students reach their elective threshold and have to pay for ROTC classes out of pocket because ROTC courses only count as free elective credit and are not associated with a program of study required for graduation.

5. POC for this request is the undersigned at (907) 786-7269 or email: afds@uaa.alaska.edu.

DOUGLAS S. SMITH, Lt Col, USAF
Commander
Program/Prefix Action Request
University of Alaska Anchorage
Proposal to Initiate, Add, Change, or Delete a Program of Study or Prefix

1a. School or College  
CT CTC

1b. Division  
No Division Code

1c. Department  
Aerospace Science

2. Complete Program Title/Prefix  
Minor, National Defense, Strategic Studies, and Leadership: Air Force Emphasis

3. Type of Program  
☐ OEC  ☐ Undergrad Certificate  ☐ AA/AAS  ☐ Baccalaureate  ☒ Minor
☐ Post Baccalaureate Certificate  ☐ Graduate  ☐ Graduate Certificate  ☐ Doctoral  ☐ Specialty

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

5. Implementation Date (semester/year)  
From: Fall /2011  To: /

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

6b. Coordination Email submitted to Faculty Listserv (uaa-faculty@lists.uaa.alaska.edu)  
Date: 17 February 2011

6c. Coordination with Library Liaison  
Date: 17 February 2011

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

8. Justification for Action  
Air Force ROTC cadets complete a minimum of 19 credit hours and a maximum of 35 credit hours in order to earn their commission. 12 of those credits, regardless of their point of entry into the program, are upper division credits. The approval of the minor would eliminate the need for a student to take excessive credits in order to complete ROTC, a bachelor's degree, and then another minor if the bachelor's degree requires one for completion. It would also allow students to better utilize the GI Bill benefits, as some students reach their elective threshold and have to pay for ROTC classes out of pocket.

Initiator (faculty only)  
Douglas S. Smith
Initiator (TYPE NAME)  

Disapproved  ☒ Approved  Dean/Director of School/College  Date

Disapproved  ☐ Approved  Undergraduate/Graduate Academic  Date

Disapproved  ☐ Approved  Board Chairperson  Date

Disapproved  ☐ Approved  Provost or Designee  Date

Disapproved  ☐ Approved  Department Chairperson  Date

Disapproved  ☐ Approved  Curriculum Committee Chairperson  Date
Air Force ROTC educates and trains UAA students to serve as officers in the United States Air Force. Air Force ROTC has two-, three-, and four-year programs that lead to a commission as a second lieutenant. The curriculum consists of academic courses and a leadership laboratory. Air Force ROTC is not a degree or certificate granting program. The academic courses cover the history, organization, and mission of the Air Force, as well as leadership, management, and national security affairs. Any UAA student may take these academic courses (except AIRS A150) without joining the Cadet Corps or the Air Force. However, certain courses require prerequisites or faculty permission.

The leadership laboratory provides practical military training. Activities include field trips to Air Force bases, physical fitness training, marching, and leadership exercises. To attend the leadership laboratory, UAA students must join the Cadet Corps and not have a medical condition that would preclude service in the Armed Forces.

To become an officer through Air Force ROTC, a student must, at a minimum, complete the two-year program (300- and 400-level courses plus leadership laboratory), a summer field training encampment, and earn a baccalaureate degree in any major from UAA. Upon graduation and commissioning, new lieutenants must serve four years in the Air Force. Those who successfully complete Air Force pilot training must serve 10 years after training.

Two hours of mandatory physical training (PT) are required each week. Times and location of PT sessions will be announced each term.

Most college students may enroll in the Air Force ROTC program with the University of Alaska Anchorage (UAA). This includes students from UAA, Wayland Baptist University, Alaska Pacific University and Embry Riddle Aeronautical University. Specific details can be obtained from the AFROTC detachment at UAA. The information is found in “cross-town enrollment agreements.” These agreements prescribe how students from these colleges may enroll and receive credit for AFROTC courses through UAA.

**Two-Year Program**

1. Available to UAA students with two years remaining until graduation. Cadets must take the courses listed below and attend a summer field training encampment either before starting the 300-level courses or in the summer prior to starting the 400-level courses.

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<thead>
<tr>
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<tbody>
<tr>
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<td>US Air Force Leadership and Management I</td>
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</tr>
<tr>
<td>AIRS A302</td>
<td>US Air Force Leadership and Management II</td>
<td>3</td>
</tr>
<tr>
<td>AIRS A401</td>
<td>National Security Affairs I</td>
<td>3</td>
</tr>
<tr>
<td>AIRS A402</td>
<td>National Security Affairs II</td>
<td>3</td>
</tr>
<tr>
<td>AIRS A150</td>
<td>US Air Force Leadership Laboratory (1)</td>
<td>4</td>
</tr>
</tbody>
</table>
2. Cadets take AIRS A150 (US Air Force Leadership Laboratory) each semester for a total of four semesters and 4 credits. Academic courses are taken in the order listed, beginning with AIRS A301 in the fall semester.

**Three-Year Program**

1. Available to UAA students with three years remaining until graduation. Cadets must take the courses listed below and attend a summer field training encampment prior to starting the 300-level courses.

   AIRS   A201 Evolution of Air and Space Power I 2  
   AIRS   A202 Evolution of Air and Space Power II 2  
   AIRS   A301 US Air Force Leadership and Management I 3  
   AIRS   A302 US Air Force Leadership and Management II 3  
   AIRS   A401 National Security Affairs I 3  
   AIRS   A402 National Security Affairs II 3  
   AIRS   A150 US Air Force Leadership Laboratory (1) 6

2. Cadets take AIRS A150 (US Air Force Leadership Laboratory) each semester for a total of six semesters and 6 credits. Academic courses are taken in the order listed, beginning with AIRS A201 in the fall semester.

**Four-Year Program**

1. Available to UAA students with four or more years remaining until graduation. Cadets must take the courses listed below and attend a summer field training encampment prior to starting the 300-level courses.

   AIRS   A101 Foundations of the US Air Force I 1  
   AIRS   A102 Foundations of the US Air Force II 1  
   AIRS   A201 Evolution of Air and Space Power I 2  
   AIRS   A202 Evolution of Air and Space Power II 2  
   AIRS   A301 US Air Force Leadership and Management I 3  
   AIRS   A302 US Air Force Leadership and Management II 3  
   AIRS   A401 National Security Affairs I 3  
   AIRS   A402 National Security Affairs II 3  
   AIRS   A150 US Air Force Leadership Laboratory (1) 8

2. Cadets must take AIRS A150 (US Air Force Leadership Laboratory) each semester for a total of eight semesters and 8 credits. Academic courses are taken in the order listed, beginning with AIRS A101 in the fall semester.

**Minor, National Defense, Strategic Studies, and Leadership: Air Force Emphasis**

Students majoring in another subject who wish to minor in National Defense, Strategic Studies and Leadership: Air Force Focus, must complete the following requirements. A minimum of 20 credits
are required for the minor, 12 of which must be upper division. Students will take credits in the Air Force ROTC program and must complete the program’s upper division coursework in its entirety.

Air Force Program

**Term 1**
- AIRS A301 US Air Force Leadership and Management I 3
- AIRS A150 US Air Force Leadership Laboratory 1

**Term 2**
- AIRS A302 US Air Force Leadership and Management II 3
- AIRS A150 US Air Force Leadership Laboratory 1

**Term 3**
- AIRS A401 National Security Affairs I 3
- AIRS A150 US Air Force Leadership Laboratory 1

**Term 4**
- AIRS A402 National Security Affairs II 3
- AIRS A150 US Air Force Leadership Laboratory 1

**May be taken during any term**
- AIRS A201 Evolution of Air and Space Power I 2
- AIRS A202 Evolution of Air and Space Power II 2

**SCHOLARSHIPS AND INCENTIVE PAYMENTS**

Air Force ROTC has numerous scholarship and incentive programs for high school seniors planning to enroll at UAA and for college students currently enrolled or planning to enroll at UAA. All students receiving a scholarship or incentive payment must join the Cadet Corps and be a full-time student (at least 12 semester credits for undergraduate or 9 semester credits for graduate students).

1. High school seniors can compete for Air Force ROTC scholarships that pay tuition, fees, and books at any university with an Air Force ROTC program. The scholarship includes a monthly stipend. Students can obtain applications from the UAA Air Force ROTC office or from a high school guidance counselor. Applications must be postmarked no later than December 1 of a student’s senior year.

2. Air Force ROTC at UAA has several scholarship options for college students. These scholarships cover tuition, fees, and books for sophomores, juniors, and seniors. Scholarships also include a monthly stipend. Students compete for these scholarships during the academic year prior to activation. For example, a 100-level cadet can compete for a scholarship that would start in the fall of the cadet’s 200-level year.

3. All scholarships and incentives are subject to federally mandated age restrictions. Contact Air Force ROTC at UAA for more information.

**COMMISSIONING**
After completing the AFROTC program, graduating from UAA, and passing a commissioning physical, cadets will receive a commission as a second lieutenant in the US Air Force.

1. Cadets selected for pilot training will usually begin the training within one year of commissioning. Officers who successfully complete Air Force pilot training must serve 10 years. Cadets compete for pilot training slots in their 300-level year. The pilot selection board considers GPA, cadet ranking, Physical Fitness Test scores, previous flight time, and pilot aptitude test scores when assessing candidates. Air Force ROTC at UAA has more information on medical and age requirements for Air Force pilots.

2. Cadets not qualified for pilot training can compete for slots in other career fields. The Air Force has a variety of operations, administrative, engineering, and scientific assignments. Cadets compete for and receive career assignments during the 400-level year and will serve four years in the US Air Force after commissioning.

3. Cadets may also compete for medical school appointments. Scholarships cover tuition, fees, and books for a cadet’s undergraduate and medical school programs. Air Force ROTC at UAA has more information on this highly competitive program.

FACULTY
Lt. Colonel Glen Lehman, Professor/Chair
Major Troy Basnett, Assistant Professor
Capt Darold Froemming, Assistant Professor
Date: February 19, 2011  
From: Hilary Davies  
Subj: Box 13a. on the CAR  

**Page 43. Box 13a. Impacted Courses or Programs**  
The intent of Box 13a is twofold:  
1. To provide a list of all courses, programs, college requirements, and catalog copy that contain reference to the course under revision in the current UAA catalog. This includes the initiating department.  
2. To document coordination* with impacted programs and departments.  

**If the course revision impacts the program catalog copy of the initiating department, a Program/Prefix Action Request must be completed and submitted with track-changed catalog copy.** The current catalog copy in Word is available on the Governance website ([www.uaa.alaska.edu/governance](http://www.uaa.alaska.edu/governance)).  

In order to find courses and programs impacted by this revision, use the .pdf file provided on the Office of the Registrar’s website ([http://uaa.alaska.edu/records/catalogs/catalogs.cfm](http://uaa.alaska.edu/records/catalogs/catalogs.cfm)). Open the link to the latest catalog and use the find function in Adobe to search for the course prefix and number. **You should fill out a line of the table for every program, course, or college requirement that the revised course appears in.**  

Three or fewer lines (impacts) can be recorded directly into the table on the CAR. **More than three requires the creation of a separate coordination spreadsheet** is required listing the impacted programs or courses, the specific impact (e.g. program requirement, program selective**, credits required, prerequisite, corequisite, registration restriction), current catalog page, type and date of coordination, and the name of the department chair/coordinator contacted. An example of the Box13a. spreadsheet can be found on the Governance website at [http://uaa.alaska.edu/governance/coordination/index.cfm](http://uaa.alaska.edu/governance/coordination/index.cfm).  

**Courtesy Coordination**  
Sometimes coordination with a department or program must occur even though there is not impact in the catalog. The department initiating the proposal is responsible for coordinating with each impacted program chair/coordinator, even if the impact is not found in the catalog. The term *courtesy coordination* can be used to document this type of situation. Simply type *courtesy coordination* in the table in the catalog page number field.  

**What Doesn’t Need to Go in Box 13a.**  
- You do not need to enter the page number for the revised course itself into the table (e.g., DLS A101 course details and description are listed on page 363. If you are changing DLS A101 you do not have to list this impact and page number).  
- You do not have to list impacts to classes that the revised class is stacked or cross listed with if you have already filled out in Box 12.  

* Coordination is the requirement that all initiators of curriculum actions identify and notify all academic units that may be affected by the curriculum change of the precise nature of their
proposal. Coordination is always expected between and among affected department chairs/coordinators and deans in Anchorage, as well as directors of community campuses.

**program selective** - A credit course within a group of courses from which a student is required to select.
Box 16a. Course Prerequisite(s)
Identifies prerequisites which must be achieved prior to enrolling in a course. The prerequisite course (listed with prefix and number in alpha-numerical order) must be successfully completed prior to taking the course. Course prerequisites should be grouped using parenthesis and brackets similar to how you’d group mathematical expressions. See the examples below.

Unless a minimum grade is specified for a prerequisite class, any grade value (including I, F, and W) will mark the class as satisfying the prerequisite if prerequisite checking has been turned on. For instance, if a student withdrew from a class and received a W, that student would be seen by Banner as having fulfilled any prerequisite requirement for the class they withdrew from. It is always assumed that faculty may waive the prerequisite or the minimum grade requirement.

All classes that do not have a minimum grade specified on their CAR for their prerequisites will automatically be coded with a minimum grade of D. This will result in the language “with minimum grade of D” appearing with the prerequisite list on UAOnline and in the printed UAA catalog.

A course prerequisite which may be taken concurrently must also be included in this box using the additional language “or concurrent enrollment.” This differs from a corequisite which should be placed in Box 16c. See the section on Box 16c. for detailed information about corequisites.
Date: February 21, 2011
From: Hilary Davies
Subj: Topics for discussion

**Page 43. Box 13a. Impacted Courses or Programs**
See separate memo.

**Page 45, Box 16a.** Include more examples of wording for prerequisites and corequisites.
Here are some examples from recently approved courses:

- [ENGL A211 or ENGL A212 or ENGL A213 or ENGL A214] with a minimum grade of C
- Grades of C or higher in the following: (PSY A111, PSY A150, PSY A260, PSY A260L, PSY A261, and ENGL A111) and either (ENGL A211, ENGL A212, ENGL A213 or ENGL A214).
- [PSY A111 or PSY A150] and Grade of C or higher in ENGL A111
- Grades of C or higher in (ENGL A111), and either (PSY A111 or PSY A150), and either (BIOL A102; BIOL A111 or BIOL A115), and either (ENGL A211, ENGL A212, ENGL A213, or ENGL A214)
- Grades of C or higher in (PSY A111, PSY A150, PSY A260, PSY A260L, PSY A261, ENGL A111) and grade of C or higher in either (ENGL A211, ENGL A212, ENGL A213 or ENGL A214)

**Samples of well written CCGs.**
I recommend that we select some recent well written CCGs from various schools and colleges.

Course Action Request (CAR). Box 16a. See separate memo.

**Catalog Issues**
- Incomplete (I) grade (BOR question). At UAF, an I is changed to an F if course is not completed
- Offered at KPC only in course descriptions?
- Grading system: + and – grades (in the 2010-2011 catalogs, UAS has + and - grades, UAA and UAF do not)
- International course work (90 credits-no degree, 120 credits-degree) - Lora Volden
- Change UAA email information to reflect current practice (gmail)
- Transfer grades of C-. Clarification of policy needed
- Faculty listing in program catalog copy. Should these be faculty who teach on a regular basis?

**Faculty Grading and Advising Issues**
- Deadline for faculty to submit grades - do we need policy?
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<th>BANNER</th>
<th>COLLEGE CODE</th>
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<td>DNCE</td>
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<td>DVCE</td>
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