I. Roll
( ) Hilary Davies   ( ) Susan Wilson   ( ) Deborah Fox   ( ) Adjunct vacancy
( ) Paola Banchero   ( ) Hilary Seitz   ( ) 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. 1-3)

III. Approval of Meeting Summary (pg. 4-6)

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 MECH A101 Introduction to Machine Shop (4 cr) (2+4) (pg. 7-11)
Chg MECH A102 Intermediate Machine Shop (4 cr) (2+4) (pg. 12-16)
Chg ANTH A415 Applied Anthropology (3 cr) (3+0) (stacked with ANTH A615) (pg. 17-26)
Chg ANTH A427 Ethnohistory (3 cr) (3+0) (stacked with ANTH A627) (pg. 27-36)
Chg JPC A443 Enterprise Reporting (3 cr) (2+2) (pg. 37-41)
Chg JPC A445 Magazine Editing & Production I (3 cr) (2+2) (pg. 42-45)

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

**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 SOC A407 Power in the Workplace: The Sociology of Formal Organizations (3 cr) (3+0) (pg. 46-49)
Add ATC A250 Comprehensive Air Traffic Control Overview (2 cr) (2+0) (pg. 50-55)
Del ATC A340 Terminal Instrument Procedures (3 cr) (3+0) (pg. 56)
Add ATC A355 Integrated Radar Techniques (3 cr) (3+0) (pg. 57-60)
Chg Bachelor of Science in Aviation Technology (pg. 61-79)
Add Minor in Air Traffic Control (pg. 80-84)
Chg Associate Applied Science, Air Traffic Control (pg. 85-91)
Del ACCT A051 Recordkeeping Small Business (1 cr) (1+0) (pg. 92-93)
Chg MEDT A101 Phlebotomy Procedures (3 cr) (2+3) (pg. 94-98)
Del MEDT A102 Urinalysis for Clinical Assistants (2 cr) (2+0) (pg. 99)
Del MEDT A103 Hematology for Clinical Assistants (3 cr) (3+0) (pg. 100)
Del MEDT A104 Clinical Chemistry for Clinical Assistants (3 cr) (3+0) (pg. 101)
Chg MEDT A132 Introduction to Laboratory Medicine (3 cr) (2+2) (stacked with MEDT A133) (pg. 102-106)
Chg MEDT A133 Basic Techniques in Laboratory Medicine (1 cr) (1+0) (stacked with MEDT A132) (pg. 107-111)
Chg MEDT A401 Introduction to Research (2 cr) (2+0) (pg. 112-115)
Chg Bachelor of Science in Medical Technology/MEDT (pg. 116-117)
Chg AAS: Medical Laboratory Technology/MEDT (pg. 118-132)
Chg ENVI A 211 Environmental Science: Systems and Processes (1 cr) (0+3) (pg. 133-136)
Chg ENVI A211L Environmental Science: Systems and Processes Laboratory (1 cr) (3+0) (pg. 137-141)
Add GEOG A111 Earth Systems: Elements of Physical Geography (3 cr) (3+0) (pg. 142-146)
Del GEOG A211 Earth Systems: The Science and Geography of the Natural Environment (3 cr) (3+0) (pg. 147)
Del GEOG A211L Earth Systems: The Science and Geography of the Natural Environment Laboratory (1 cr) (0+3) (pg. 148)
Chg Environment & Society, BA & BS, Environmental Studies Minor, Geography Minor (pg. 149-159)
Chg BA A306 Real Estate Principles (3 cr) (3+0) (pg. 160-164)
Chg  BA A320   Real Estate Finance (3 cr) (3+0) (pg. 165-169)
Chg  ASL A101  Elementary American Sign Language I (4 cr) (4+0) (pg. 170-176)
Chg  ASL A102  Elementary American Sign Language II (4 cr) (4+0) (pg. 177-180)
Chg  ASL A201  Intermediate American Sign Language I (4 cr) (4+0) (pg. 181-184)
Chg  ASL A202  Intermediate American Sign Language II (4 cr) (4+0) (pg. 185-188)
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
Waiting until entire packet is brought forward- need JUST A413

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

IX. New Business
A. UAB topics (pg. 189-191)
B. GER Purge List (pg. 192)

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   (e) Deborah Fox   ( ) Adjunct vacancy
(x) Paola Banchero   (e) Hilary Seitz   (x) Wayne Edwards   ( ) USUAA vacancy
(a) David Meyers    (x) Cheryl Smith    ( ) FS at large vacancy   ex-officio Members:
(x) Suzanne Forster   (x) Utpal Dutta   ( ) Advis./Couns. vacancy   (x) Bart Quimby
(x) Susan Fallon   (e) Kevin Keating   (x) David Edgecombe   (x) Lora Volden
(x) Dave Fitzgerald   (x) Marion Yapuncich   (x) Kathrynn Hollis Buchanan

II. Approval of the Agenda (pg. 1-3)
Add the DEL BIOL A292
Approved

III. Approval of Meeting Summary (pg. 4-6)
Approved

IV. Administrative Report
A. Associate Vice Provost Bart Quimby
   In response to GERC last April’s memo and AAC committee memo; Bart made presentation to Deans
   and Directors with a proposal to send about 10 people to AACU General Education Assessment institute
   this summer; June 4th-8th in San Jose. If committee would like to put forward names, that would be
   helpful.

B. Interim University Registrar Shirlee Willis-Haslip and Associate Registrar Lora Volden
   1300 students came to UC to do add/drop
   Each student had to wait 15 minutes
   All of these could have been entered via online

V. Chair’s Report
A. UAB Chair- Hilary Davies
   Have heard several comments that the CCG is not important. This is the guideline for creating a new course, is used
   by other universities for transfer information, and is a guide for all faculty, including adjunct faculty, to prepare
   syllabi.
   Due to the long agendas and the length of time it takes, the UAB will not allow faculty to make edits on their
   computer during UAB meetings.
   The UAB may be refusing curriculum that does not come in clean and contains several mistakes.

B. GERC- Sue Fallon
   Approved PSY A370 as a capstone
   Working on GER Outcomes mapping
   Will be talking about Fisher report at the next meeting

C. Assessment Committee Report- Bart Quimby

VI. Program/Course Action Request- Second Readings that were unable to receive review at the 1/21/11 meeting
Chg ENGL A311 Advanced Composition (3 cr) (3+0) (pg. 7-15) (GERC)
Chg ENGL A404 Topics in Women’s Literature (3 cr) (3+0) (pg. 16-20)
For 12
Against 0
Approved both ENGL 7

Chg STAT A307 Probability and Statistics (4 cr) (4+0) (pg. 21-26) (GERC)
For 12
Against 0
Approved

Chg NS A422 Nursing Care for the Critically III Adult (3 cr) (2+1) (pg. 27-31)
For 11
Against 0
Approved

Chg  ART A252  Beginning Graphic Design and Illustration (3 cr) (0+6) (pg. 32-37)
Chg  ART A352  Intermediate Graphic Design (3 cr) (0+6) (pg. 38-44)
Chg  ART A452  Advanced Graphic Design (3 cr) (0+6) (pg. 45-52)

For 11
Against 0
Approved

VII. Program/Course Action Request- Second Readings

Del  PSY A112  Psychology Short Courses (1 cr) (1+0) (pg. 53)
Add  PSY A190  Introductory Topics in Psychology (1 cr) (1+0) (pg. 54-58)
Chg  PSY A260  Statistics for Psychology (3 cr) (3+0) (pg. 59-63)
Chg  PSY A260L  Statistics for Psychology Lab (1 cr) (0+2) (pg. 64-68)
Chg  PSY A261  Research Methods in Psychology (4 cr) (3+1) (pg. 69-74)
Chg  PSY A355  Learning and Cognition (4 cr) (3+1) (pg. 75-80)
Chg  PSY A368  Personality (3 cr) (3+0) (pg. 81-85)
Chg  PSY A370  Behavioral Neuroscience (3 cr) (3+0) (GERC) (pg. 86-92)
Chg  PSY A375  Social Psychology (3 cr) (3+0) (pg. 93-97)
Chg  PSY A398  Individual Research (3 cr) (1+6) (pg. 98-102)
Chg  PSY A412  Foundations of Modern Psychology (3 cr) (3+0) (pg. 103-109)
Chg  PSY A427  Field Experience in Psychology II (3 cr) (3+0) (pg. 110-114)
Chg  PSY A428  Evolutionary Psychology (3 cr) (3+0) (pg. 115-122)
Chg  PSY A498  Individual Research (3 cr) (1+6) (pg. 132-136)
Chg  PSY A499  Senior Thesis (3 cr) (0+9) (pg. 137-141)
Chg  Bachelor of Arts, Psychology; Bachelor of Science, Psychology (pg. 142-152)

For 12
Against 0
Approved

Chg  PSY A490  Advanced Topics in Psychology (1 cr) (1-3+0) (pg. 123-127)
Chg  PSY A492  Senior Seminar: Contemporary Issues in Psychology (3 cr) (3+0) (pg. 128-131)
Tabled PSY A490 and PSY A492 until GAB can review PSY A690 and PSY 6492

Chg  NS A423  Transcultural Nursing (3 cr) (3+0) (stacked with NS A623) (pg. 153-163)

For 11
Against 0
Approved

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

Chg  MECH A101  Introduction to Machine Shop (4 cr) (2+4)
Chg  MECH A102  Intermediate Machine Shop (4 cr) (2+4)
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 A415  Applied Anthropology (3 cr) (3+0) (stacked with ANTH A615)
Chg  ANTH A416  Arctic Archaeology (3 cr) (3+0)
Chg  ANTH A427  Ethnohistory (3 cr) (3+0) (stacked with ANTH A627)
Chg  ANTH A431  Field Methods in Archeology (1-8 cr) (0+3-24) (stacked with ANTH A631)

Attention ANTH A631: Special note
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)

Attention ANTH A645: Prerequisites, outcomes

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)

Attention ANTH A680: Course description, Prerequisites

Chg ANTH A481  Museum Studies in Anthropology (3 cr) (3+0) (stacked with ANTH A681)

Attention ANTH A681: CCG should note Stacked w/ ANTH A481

Chg JPC A443  Enterprise Reporting (3 cr) (2+2)
Chg JPC A445  Magazine Editing & Production I (3 cr) (2+2)

VII. Program/Course Action Request - First Readings
Chg Minor, Statistics (pg. 164-167)
Chg Bachelor of Arts, Mathematics (pg. 168)
Chg Bachelor of Science, Mathematics (pg. 169-177)
Chg Bachelor of Arts, Computer Science (pg. 178)
Chg Bachelor of Science, Computer Science (pg. 179-183)

All SC, MATH and STAT programs waived first reading and approved for second reading

Chg Bachelor of Arts, Journalism and Public Communication

Will not be reviewed; waiting for two course revisions

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

XI. New Business
A. UAB topics (pg. 184-185)

XII. 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**  
KP KPC  
**1b. Division**  
No Division Code  
**1c. Department**  
MECH

**2. Course Prefix**  
MECH  
**3. Course Number**  
A101  
**4. Previous Course Prefix & Number**  
aa  
**5a. Credits/CEUs**  
4  
**5b. Contact Hours**  
(Lecture + Lab)  
(2+4)

**6. Complete Course Title**  
Introduction to Machine Shop  
**Abbreviated Title for Transcript (30 character)**

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

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

*If a change, mark appropriate boxes:*  
☐ Prefix  
☐ Credits  
☐ Title  
☒ Grading Basis  
☐ Course Description  
☒ Test Score Prerequisites  
☐ Other Restrictions  
☐ Class  
☐ Level  
☐ College  
☐ Major  
☒ Other update outcomes and outline (please specify)

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

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

**11. Implementation Date**  
semester/year  
From:  
/2011  
To:  
/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/Program</th>
<th>Catalog Page(s) Impacted</th>
<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. MECH A102</td>
<td>p.421</td>
<td>10/20/2010</td>
<td>D. O'Brien</td>
</tr>
<tr>
<td>3. MECH A201</td>
<td>p.422</td>
<td>10/20/2010</td>
<td>D. O'Brien</td>
</tr>
</tbody>
</table>

Initiator Name (typed): Drew O'Brien  
Initiator Signed Initials:  
Date: 

**13b. Coordination Email**  
Date: 10/28/2010  
submitted to Faculty Listserv: [uaa-faculty@lists.uaa.alaska.edu](mailto:uaa-faculty@lists.uaa.alaska.edu)

**13c. Coordination with Library Liaison**  
Date: 10/20/10

**14. General Education Requirement**  
Mark appropriate box:

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

**15. Course Description** (suggested length 20 to 50 words)  
Covers fundamentals of safe machine shop practice including operation of the lathe, vertical mill, band saw, drill press, grinders, cut-off saw, and radial drill. Precision measurement, single-point threading, and off-hand drill sharpening are taught with emphasis on repair work.

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

**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)**  
none

**17. Mark if course has fees**  
☐

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

**19. Justification for Action**  
Update curriculum to reflect current procedures and technology.

---

Initiator (faculty only)  
Drew O'Brien  
Initiator (TYPE NAME)

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

☐ Approved  
☐ Disapproved  
Date  
Undergraduate/Graduate Academic  
Date

☐ Approved  
☐ Disapproved  
Date  
Board Chairperson

☐ Approved  
☐ Disapproved  
Date  
Provost or Designee

---

7
I. Initiation Date: October 1, 2010

II. Course Information
   a. College: KPC
   b. Course Title: Introduction to Machine Shop
   c. Course Subject/Number: MECH A101
   d. Credit Hours: 4
   e. Contact Time: 2+4
   f. Grading Information: A-F
   g. Course Description: Covers fundamentals of safe machine shop practice including operation of the lathe, vertical mill, band saw, drill press, grinders, cut-off saw, and radial drill. Precision measurement, single-point threading, and off-hand drill sharpening are taught with emphasis on repair work.
   h. Status of course relative to degree or certificate program: Required for Mechanical Technology Certificate
   i. Lab Fee: Yes
   j. Course Prerequisite: None
   k. Registration Restrictions: None

III. Course Level Justification
The course introduces fundamental concepts and techniques of machine shop operations.

IV. Instructional Goals
The instructor will:
   a. Describe and demonstrate machine shop safety rules and safe working habits.
   b. Describe and demonstrate the sequence of common machine shop tools and their operation including the lathe, vertical mill, band saw, drill press, grinders, cut-off saw and radial drill.
   c. Explain and demonstrate the fundamentals of machine shop precision measurement.
   d. Provide student demonstrations, exercises, and labs to build skills required to repair or rebuild broken or worn mechanical components.
V. **Student Learning Outcomes**

<table>
<thead>
<tr>
<th>A student will:</th>
<th>One or more of the following assessment methods will be used:</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Describe machine shop safety rules and demonstrate safe machine shop working habits.</td>
<td>Tests, quizzes, written assignments, labs, projects</td>
</tr>
<tr>
<td>b. Safely operate the lathe, vertical mill, band saw, drill press, grinders, cut-off saw, and radial drill in the machine shop labs and projects.</td>
<td>Tests, quizzes, written assignments, labs, projects</td>
</tr>
<tr>
<td>c. Obtain and use precision measurements in machine shop operations.</td>
<td>Tests, quizzes, written assignments, labs, projects</td>
</tr>
<tr>
<td>d. Complete simple mechanical repairs using machine shop tools and techniques.</td>
<td>Projects</td>
</tr>
</tbody>
</table>

VI. **Course Content**

1. Safety
   a. Campus
   b. Classroom
   c. Machine shop
   d. Safety brief in each lecture and lab

2. Precision Measurement
   a. Micrometer
      i. Components
      ii. Use of standards
      iii. Care
   b. Micrometer variants
      i. Inside micrometer
      ii. Depth micrometer
      iii. Large micrometer
      iv. Other micrometer-based tools
   c. Vernier measurement
      i. Styles, types, uses
      ii. Other tools using the vernier scale
3. Lathe operation
   a. Components
   b. Controls
      i. Turning
      ii. Facing
      iii. Boring
   c. Tool bit grinding
   d. 3 and 4-jaw chucks, collets
   e. Feed and speed fundamentals
   f. Tapers, threading
   g. Indicator use
   h. Taper attachment
   i. Troubleshooting the lathe set-up

4. Drills
   a. Nomenclature
   b. Off-hand grinding, sharpening
   c. Uses of different grind types
   d. High speed and carbide steel bits
   e. Drill press
   f. Radial drill

5. Vertical Mill
   a. Components
   b. Basic operation
   c. Sweeping the mill table, indicating the vise
   d. Conventional vs. climb milling
   e. Types and uses of cutters
   f. Accessories
   g. Troubleshooting the vertical mill set-up

6. Threads
   a. Thread identification basics, 5 characteristics
   b. Machine threads
      i. Single point, single lead
      ii. Left-hand
      iii. Thread repair, lathe
      iv. Acme
      v. Metric
      vi. Nomenclature
7. Saws
   a. Vertical band saw
   b. Horizontal cut-off saw
   c. Care and use of machines and blades
   d. Nomenclature
   e. Other saws
      i. Hole saw
      ii. Portable band saw
      iii. Circular saw
      iv. Hack saw
      v. Jig and saber saws
      vi. Metal vs. wood saws

8. Miscellaneous tools and gauges
   a. Telescoping gauge
   b. Small hole gauges
   c. Planer gauge
   d. Adjustable parallels
   e. Combination sets
   f. Levels

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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</thead>
<tbody>
<tr>
<td>KP KPC</td>
<td>No Division Code</td>
<td>MECH</td>
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<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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<tbody>
<tr>
<td>MECH</td>
<td>A102</td>
<td>na</td>
<td>4</td>
<td>(2+4)</td>
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### 6. Complete Course Title

Intermediate Machine Shop

Abbreviated Title for Transcript (30 character):

### 7. Type of Course

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

### 8. Type of Action:

- [X] Add
- [ ] Change
- [ ] Delete

### 9. Repeat Status No

<table>
<thead>
<tr>
<th># of Repeats</th>
<th>Max Credits</th>
</tr>
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<tbody>
<tr>
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### 10. Grading Basis

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

### 11. Implementation Date

- Semester/year: 
  - From: Sum/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.

- [ ] Mechanical Technology Certificate

### 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

Continue development of machine shop skills including lathe and mill work, indexing, surface finishes, bench work, angle measurement, tapers, and gears with an emphasis on shop safety.

### 16. Course Prerequisite(s)

- MECH A101

### 16d. Other Restriction(s)

- [X] Mark if course has fees

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

### 19. Justification for Action

Update curriculum to reflect current procedures and technology.

Initiator (faculty only) Date

Drew O'Brien
Initiator (TYPE NAME)

<table>
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12
I. Initiation Date: October 1, 2010

II. Course Information
   a. College: KPC
   b. Course Title: Intermediate Machine Shop
   c. Course Subject/Number: MECH A102
   d. Credit Hours: 4
   e. Contact Time: 2+4
   f. Grading Information: A - F
   g. Course Description: Continues development of machine shop skills including lathe and mill work, indexing, surface finishes, bench work, angle measurement, tapers, and gears with an emphasis on shop safety.
   h. Status of course relative to degree or certificate program: Elective for Mechanical Technology Certificate
   i. Lab Fee: Yes
   j. Course Prerequisite: MECH A101
   k. Registration Restrictions: None

III. Course Level Justification
    The course continues the development of fundamental concepts and techniques of machine shop operations.

IV. Instructional Goals
    The instructor will:
    a. Describe, demonstrate and reinforce machine shop safety rules and safe working habits.
    b. Describe and demonstrate the repair and manufacture of simple machine components, including planning, sketching, and machine work, with emphasis on lathe and mill operations.
    c. Present the types and uses of machine shop lubricating and cooling fluids.
    d. Describe the identification of, uses of, and manufacture of common gear types.
V. Student Learning Outcomes

<table>
<thead>
<tr>
<th>A student will:</th>
<th>One or more of the following assessment methods will be used:</th>
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</thead>
<tbody>
<tr>
<td>a. Describe machine shop safety rules and demonstrate safe machine shop working habits.</td>
<td>Tests, quizzes, written assignments, labs, projects</td>
</tr>
<tr>
<td>b. Use the lathe and mill to manufacture or repair machine components from drawings and specifications.</td>
<td>Tests, quizzes, written assignments, labs, projects</td>
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<tr>
<td>c. Identify commonly used gear types.</td>
<td>Tests, quizzes, written assignments</td>
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<tr>
<td>d. Describe applications for commonly used gear types</td>
<td>Tests, quizzes, written assignments</td>
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<tr>
<td>e. Describe applications of common types of machine shop lubricating and cooling fluids.</td>
<td>Tests, quizzes, written assignments, labs, projects</td>
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VI. Course Content

1. Safety
   a. Campus
   b. Classroom
   c. Machine shop
   d. Safety brief in each lecture and lab

2. Introduction to indexing
   a. Dividing head
      i. Gear cutting
      ii. Accessories
      iii. Repair applications
   b. Rotary table
      i. Big swing sub for lathe
      ii. Repair applications
      iii. Horizontal and vertical set-ups, mill and drill press

3. Lathe operations
   a. Boring operations with internal threading
   b. Machining between centers
   c. Taper attachment uses and techniques
   d. Brown & Sharp, Jarno, Morse, mill, pin, and other taper applications
   e. Taper plug charts and other applications
   f. Steady rest, follower rest
   g. Collets
   h. Radii machining, rounding
4. Vertical mill operations
   a. The mill vise
   b. Step blocks and work holding devices
   c. Wiggler and edge finder
   d. Cutter shapes, uses and applications

5. Machinist references and resources
   a. Machinery’s Handbook and supplement
   b. Morse Guide
   c. Fitter’s Handbook
   d. Tool company references and resources
   e. Periodicals and archives

6. Gears
   a. Nomenclature
   b. Identification and specifications for gear replacement repairs
   c. Identification and specifications for gear manufacture
   d. Applications, repair limits
   e. Materials, hardness ratings
   f. Gear cutters
   g. The involute curve
   h. Dimensional formulas for spur gears

7. Machine shop fluids
   a. Coolants
      i. Soluble oil
      ii. Other coolants
   b. Cutting fluids
   c. Lubricants
      i. Applications
      ii. Compatibility
      iii. Cold weather
      iv. Salt water
   d. Other useful materials
      i. Liquid nitrogen
      ii. CO2- dry ice

8. Pins
   a. Taper pins, reamers, applications
   b. Dowell pins, roll pins, serrated pins, cotter pins, applications
   c. Pins for firearm applications
9. Job planning and bench work
   a. Working drawings and sketches
   b. Surface finish, R.M.S. scale
   c. Stencils and vibrating pencil
   d. Knurling
      i. Press
      ii. Cut
   e. Files, applications
   f. Carbides, applications
   g. Geometry and job layout

VII. Suggested Text


VIII. Bibliography


<table>
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<tr>
<th>1a. School or College</th>
<th>AS CAS</th>
<th>1b. Division</th>
<th>ASSC Division of Social Science</th>
<th>1c. Department</th>
<th>Anthropology</th>
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<td>3. Course Number</td>
<td>A415</td>
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<td>Non-credit</td>
<td>CEU</td>
<td>Professional Development</td>
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<td>Credits</td>
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<td>Cross-Listed Coordination</td>
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<td>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 <a href="http://www.uaa.alaska.edu/governance">www.uaa.alaska.edu/governance</a>.</td>
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<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>
<td>Initiator Name (typed):</td>
<td>Kerry Feldman</td>
<td>Initiator Signed Initials:</td>
<td>Date:</td>
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<td>15. Course Description (suggested length 20 to 50 words)</td>
<td>Considers the methods, theory, and history of application of cultural anthropology to sociocultural issues and problems with an emphasis on the circumpolar north.</td>
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<td>16e. Registration Restriction(s) (non-codable)</td>
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<td>18. ☐ Mark if course is a selected topic course</td>
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<td>Update of course CCG to maintain professional standards. Correction of course description. Special note no longer applies.</td>
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Initiator (faculty only) Date | Date |
Initiator (TYPE NAME) | | |

Kerry Feldman
Initiator (TYPE NAME) | Approved | Disapproved

Disapproved Department Chairperson Date |
Approved | Disapproved

Disapproved Curriculum Committee Chairperson Date
Approved | Disapproved

Provost or Designee Date
I. Date of Initiation: February 13, 2010

II. A. College or School: College of Arts and Sciences  
B. Course Title: Applied Anthropology  
C. Course Prefix: ANTH  
D. Course Number: A415  
E. Number of Credits and Contact Hours: 3.0 credits, 3+0 Contact Hours  
F. Grading Basis: A-F  
G. Stacking: ANTH A615  
H. Course Description: The methods, theory, and history of application of cultural anthropology to sociocultural issues and problems with an emphasis on the circumpolar north.  
I. Course Prerequisite(s): ANTH A101 or ANTH A202  
J. Registration restrictions: None  
K. Course fee: No

III. Course Level Justification: Upper-level course requiring knowledge and understanding of core concepts in anthropology. This is an optional course for BA and BS anthropology majors but can fulfill both the required 18 upper division credits for anthropology degrees and three of the required six credits of topical/theoretical courses. Unlike the graduate version of this course (ANTH A615), students will not be required to prepare a formal research paper.

IV. Instructional Goals and Student Outcomes: 
A. The Instructor will:  
   1. Explain core concepts, historical developments, methods employed and major results of applying anthropological theory and method to the understanding and amelioration of sociocultural problems or challenges in Alaska, the U.S. and worldwide.  
   2. Identify and discuss the major subfields in applied anthropology, and the kinds of employment available in each related to one's educational achievement and experience.  
   3. Explain the ethical principles required of applied and practicing anthropologists, providing illustrations of both appropriate and unethical activity in the field.

B. The student will be able to:  
   a. Analyze the core concepts, historical developments, methods and results of the application of anthropological theory and method to sociocultural problems and challenges.  
   b. Explain the development, activities appropriate to, and notable results of the major subfields of applied anthropology.  
   c. Discuss ethical principles adhered to in this field.
C. Assessment measures: Examinations based on lectures, videos, class discussion, readings, library or internet research projects, and/or class presentations. Unlike the graduate version of this course (ANTH A615), students will not be required to prepare a formal research paper.

V. Topical Course Outline
1. Introduction and Overview; Distinction between Basic and Applied Research
2. History and Kinds of Applied Anthropology
3. Ethics in Applied Research and Practice
4. Method and Theory in Applied Cultural Anthropology
   a. Ethnography, Participant Observation and Key-Informant Interviewing
   b. Focus Groups, Social Indicators, Questionnaires
5. Anthropology and Public Policy
6. Applied Medical Anthropology
7. Business Anthropology & Development Anthropology
8. Anthropology, Law and Dispute Resolution
10. Advocacy Anthropology
11. Social Marketing

VI. Suggested Texts

Gwynne, Margaret A.

McDonald, James H. (ed.)

VII. Bibliography

American Anthropological Association Ethical Guidelines

Baer, Hans A., Merrill Singer, and Ida Susser

Denzin, Norman K. and Yvonne S. Lincoln

Ellen, Roy, Peter Parkes and Alan Bicker

Ervin, Alexander M.
Ervin, Alexander M.

Feldman, Kerry D., Steve J. Langdon and David C. Natcher

Hill, Carole E. and Marietta Baba (eds)

Kedia, Satish and John van Willigen (eds)

McElroy, Ann and Patricia Townsend

Natcher, David C., Clifford G. Hickey, Mark Nelson and Susan Davis

Trotter, Robert T. and Jean J. Schensul

U.S. Department of Health, Education, and Welfare

Wheeler, Polly and Tom Thornton

Whiteford, Linda and Lenore Manderson (eds)
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
   Anthropology

2. Course Prefix
   ANTH

3. Course Number
   A615

4. Previous Course Prefix & Number
   n/a

5a. Credits/CEUs
   3.0

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

6. Complete Course Title
   Advanced Applied Anthropology

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 Update CCG (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 ANTH A415

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

   Impacted Program/Course   Catalog Page(s) Impacted   Date of Coordination   Chair/Coordinator Contacted
   1. M.A. in Anthropology   p. 257   2/15/10   Chair, Department of Anthropology
   2. ANTH A495   2/15/10   Chair, Department of Anthropology
   3.   

Initiator Name (typed): Kerry Feldman

Initiator Signed Initials: ___________ Date: ______________

13b. Coordination Email
    Date: 2/10/10
    submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison
    Date: 2/10/10

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)

   Considers the methods, theory, and history of application of cultural anthropology to sociocultural issues and problems with an emphasis on the circumpolar north. Special note: In addition to meeting all requirements for ANTH A415, graduate students will be required to make mixed-media class presentations based on literature research or interviews with local practicing anthropologists.

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

16b. Test Score(s)
    n/a

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

16d. Other Restriction(s)

   ☐ College
   ☐ Major
   ☐ Class
   ☐ Level

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

17. ☐ Mark if course has fees standard ANTH grad fee

18. ☐ Mark if course is a selected topic course

19. Justification for Action
    Update of course CCG to maintain professional standards. Modification of special note.
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I. Date of Initiation: February 13, 2010

II. A. College or School: ASCAS
B. Course Prefix: ANTH
C. Course Number: A615
D. Number of Course Credits: 3.0 credits
E. Number of Contact Hours: 3+0 Contact Hours
F. Grading Basis: A-F
G. Stacking: ANTH A415
H. Course Description: Considers the methods, theory, and history of application of cultural anthropology to sociocultural issues and problems with an emphasis on the circumpolar north. Special note: In addition to meeting all requirements for ANTH A415, graduate students will be required to make mixed-media class presentations based on literature research or interviews with local practicing anthropologists.
I. Course Prerequisite(s): N/A
J. Registration restrictions: Graduate Standing
K. Course fee: Yes (standard ANTH grad fee)

III. Course Level Justification:

This is a graduate course requiring advanced knowledge and understanding of principal concepts, methods and theories in cultural anthropology. This is a required course for graduate (MA) anthropology students in the Applied Cultural Anthropology track. Unlike the stacked undergraduate version (ANTH A415), graduate students will be required to make mixed-media class presentations based on literature research or interviews with local practicing anthropologists.

IV. Instructional Goals and Student Outcomes:

A. The Instructor will:

1. Explain how core concepts, historical developments and methods of applied cultural anthropology have resulted in understanding and amelioration of sociocultural problems or challenges in Alaska, the U.S. and worldwide.
2. Identify and critically discuss the major subfields in applied anthropology, and the kinds of employment available after completing the M.A. degree in anthropology.
3. Critically examine the ethical principles required of applied and practicing anthropologists, providing illustrations of both appropriate and unethical activity in the field.

B. The student will be able to:

1. Critically analyze the core concepts, historical developments, methods and results of the application of anthropological theory and method to sociocultural problems and challenges, especially in Alaska and the Circumpolar North.
2. Explain the development, activities appropriate to, and notable results of the major subfields of applied anthropology.
3. Explain, discuss and critically analyze the ethical principles adhered to in the field of applied anthropology.
4. Describe the major differences and similarities between basic and applied anthropological research.

C. Assessment measures: Examinations based on lectures, videos, class discussion, readings, library or internet research projects, and class presentations. All graduate students will be required to make mixed-media class presentations based on literature research or interviews with local practicing anthropologists.

V. Topical Course Outline
1. Introduction and Overview; Distinction between Basic and Applied Research
2. History and Kinds of Applied Anthropology: Emphasis on US
3. Ethics in Applied Research and Practice
4. Method and Theory in Applied Cultural Anthropology
   a. Ethnography, Participant Observation and Key-Informant Interviewing,
   b. Focus Groups, Social Indicators, Surveys & Questionnaires
5. Anthropology and Public Policy
6. Applied Medical Anthropology
7. Business Anthropology and Development Anthropology
8. Anthropology, Law and Dispute Resolution
10. Advocacy Anthropology
11. Social Marketing

VI. Suggested Texts

Gwynne, Margaret A.  

Kedia, Satish and John van Willigen (eds)  
McDonald, James H. (ed.).

VII. Bibliography

Baer, Hans A., Merrill Singer, and Ida Susser

Cernea, Michael M. and Christopher McDowell (eds)

Denzin, Norman K. and Yvonne S. Lincoln

Eddy, Elizabeth M. and William L. Partridge (eds)

Ellen, Roy, Peter Parkes and Alan Bicker

Ervin, Alexander M.

Feldman, Kerry D., Steve J. Langdon, and David C. Natcher

Hill, Carole E. and Marietta Baba (eds)

Natcher, David C., Clifford G. Hickey, Mark Nelson and Susan Davis

Sabloff, Paula L. W. (ed)

Trotter, Robert T. and Jean J. Schensul
US Department of Health, Education and Welfare

Wheeler, Polly and Tom Thornton

Whiteford, Linda and Lenore Manderson (eds)
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<th>4. Previous Course Prefix &amp; Number</th>
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<th>5b. Contact Hours (Lecture + Lab)</th>
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6. Complete Course Title
Ethnohistory of Alaska Natives
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
☐ Repeat Status
☐ Grading Basis
☒ Cross-Listed/Stacked
☐ Course Description
☐ Course Prerequisites
☐ Test Score Prerequisites
☐ Co-requisites
☐ Other Restrictions
☐ Registration Restrictions
☐ Other Update CCG (please specify)

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

10. Grading Basis
☒ A-F
☐ P/NP
☐ NG

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

12. ☒ Cross Listed with
Stacked with ANTH A627

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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<td>1. Alaska Native Studies Program</td>
<td>87</td>
<td>2/12/10</td>
<td>Nancy Furlow</td>
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<td>2. BA/BS Anthropology</td>
<td>86-89</td>
<td>2/12/10</td>
<td>Steve Langdon</td>
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</table>

Initiator Name (typed): Steve J. Langdon
Initiator Signed Initials: ____________________________ Date: ______________________

13b. Coordination Email
Date: 1/25/10
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison
Date: 1/25/10

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)
Examination of major changes in Alaskan Native societies from contact through 1940 including initial contacts, disease, trade, warfare, colonization, education, missionization, economic development, and political mobilization through the integration of archeological evidence, oral traditions, historical narratives, and governmental documents.

16a. Course Prerequisite(s) (list prefix and number)
ANTH A200

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
Update course prerequisite and CCG to maintain professional standards; description more closely matches course content; deletion of special note.
<table>
<thead>
<tr>
<th>Position</th>
<th>Approved</th>
<th>Disapproved</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>Initiator (faculty only)</td>
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<tr>
<td>Steve J. Langdon</td>
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<tr>
<td>Initiator (TYPE NAME)</td>
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<td>Dean/Director of School/College</td>
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<td>Provost or Designee</td>
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</table>
UNIVERSITY OF ALASKA ANCHORAGE
COURSE CONTENT GUIDE:

I. Date of Initiation: Feb. 12, 2010

II. A. College or school: College of Arts and Sciences
B. Ethnohistory of Alaska Natives
C. Course Prefix: ANTH
D. Course Number: A427
E. Number of Credits and Contact Hours: 3.0 credits, 3+0 Contact Hours
F. Grading Basis: A-F
G. Cross listing: N/A
H. Stacking: ANTH A627
I. Course Description: Examines major changes in Alaskan Native societies from contact through 1940 including initial contacts, disease, trade, warfare, colonization, education, missionization, economic development, and political mobilization through the integration of archeological evidence, oral traditions, historical narratives, and governmental documents.
J. Course prerequisite: ANTH A200
K. Registration restrictions: None
L. Course fee: No

III. Course level justification: Upper level course requiring knowledge and comprehension of basic information on Alaska Native societies. This is an optional course for B.A. and B.S. anthropology majors but can fulfill both the required 18 upper division credits for anthropology undergraduate degrees and three of the required six credits of topical/theoretical courses. Unlike in ANTH A627, students in ANTH A427 will not be required to prepare a formal research paper.

IV. Instructional Goals and Student Outcomes

A. The instructor will:
   1. Explain difference between history and Ethnohistory and explore different forms of ethnohistory;
   2. Discuss trajectory of change in Alaska Native societies prior to sustained contact with Euroamericans including population, technology, settlement, spirituality and conflict;
   3. Present information on early contact including perspectives from explorers/traders and various Native groups;
   4. Discuss epidemic disease, trade and technological change prior to colonization;
   5. Discuss Russian and American forms of colonial governance and impact;
   6. Discuss US period changes including military subjugation, economic appropriation, missionization, education, and political mobilization.
B. The student will be able to:
1. Analyze the concept and practice of ethnohistory;
2. Describe the cultural trajectory of Alaska Native societies prior to European contact;
3. Describe the differential impacts of European contact, exploration, and early trade on Alaska Native societies;
4. Analyze the impacts of Russian colonization on different Native populations deriving from economic policy, religion, and governance;
5. Analyze the impacts of US colonization on different Native populations deriving from economic policy, religion, education, governance and land/resource rights.

C. Assessment measures: Quizzes and examinations based on lectures, videos, class discussion, library, archival, interview and internet research. Unlike in ANTH A627, students will not be required to prepare a formal research paper.

V. Topical Course Outline

1. Introduction and Overview
2. Alaskan Native Prehistory: Prehistoric Trajectories
3. Protocontact
4. First Contact Experiences: Native Oral Traditions & European Narrative
5. Traders and the Fur trade
6. Epidemic Disease: Population decline and cultural impact
7. Russian America: Mercantile Colonialism
8. Creoles
9. US Purchase and Governmentality
10. Russian Orthodoxy and Protestantism
11. European Contact: Explorers and Traders
12. Euroamerican Colonization: Alaska and British Columbia
13. Education and Economics
14. Political Mobilization – Land Claims
15. Current Issues

VI. Suggested Texts

Burch, Ernest S.

Dauenhauer, R.

Luehrmann, S.

Oswalt, W.
VII. Bibliography

Black, Lydia
1984 *Atka: The Ethnohistory of a Western Aleutian Village*. Limestone Press, Kingston, ON.

Black, Lydia

Bockstoce, John

Fienup-Riordan, Ann

Crowell, Aron (ed)

Dauenhauer, Richard, Nora Dauenhauer, and Lydia Black

Ellanna, L. and G. Sherrod

Fortune, Robert

Grinev, Andrei

Harris, Christie

Hinckley, Theodore

Laguna, Frederica de

Ray, Dorothy Jean

Ray, Dorothy Jean
1983 *Ethnohistory in the Arctic: The Bering Strait Eskimo*. Limestone Press, Kingston, ON.

Smith, Barbara and Redmond Barrett (eds.)
## 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>ASSC Division of Social Science</td>
<td>ANTH</td>
</tr>
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</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>ANTH</td>
<td>A627</td>
<td>N/A</td>
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<td>(3+0)</td>
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6. Complete Course Title  
Ethnohistory of Alaska Natives

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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<td>Academic</td>
<td>Add or Change</td>
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</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)
- Contact Hours
- Repeat Status
- Cross-Listed/Stacked
- Course Prerequisites
- Co-requisites
- Registration Restrictions

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

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

12. Cross Listed with
- ANTH A427

Cross-Listed Coordination

<table>
<thead>
<tr>
<th>13a. Impacted Courses or Programs:</th>
<th>13b. Coordination Email</th>
<th>13c. Coordination with Library Liaison</th>
</tr>
</thead>
<tbody>
<tr>
<td>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 <a href="http://www.uaa.alaska.edu/governance">www.uaa.alaska.edu/governance</a>.</td>
<td>Date: 2/12/10 submitted to Faculty Listserv (<a href="mailto:uaa-faculty@lists.uaa.alaska.edu">uaa-faculty@lists.uaa.alaska.edu</a>)</td>
<td>Date: 2/12/10</td>
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</table>

Initiator Name (typed): Steve J. Langdon  
Initiator Signed Initials: ___________ Date: ___________

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

15. Course Description (suggested length 20 to 50 words)  
Examines major changes in Alaskan Native societies from contact through 1940 including initial contacts, disease, trade, warfare, colonization, education, missionization, economic development, and political mobilization through the integration of archeological evidence, oral traditions, historical narratives, and government documents. Special note: In addition to meeting all requirements for ANTH A427, graduate students will be required to prepare a research paper from primary sources (oral, written, or both) and give a presentation of findings to the class. Not available to students who have taken ANTH A427.

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

16b. Test Score(s)  
N/A

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

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

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

17. Mark if course has fees standard ANTH grad fee

18. Mark if course is a selected topic course

19. Justification for Action  
Upgrading course description and prerequisite and updating CCG to maintain professional standards. Special note reflects overlap in course content.
<table>
<thead>
<tr>
<th>Initiator (faculty only)</th>
<th>Date</th>
<th>Approved</th>
<th>Disapproved</th>
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<tr>
<td>Steve J. Langdon</td>
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Initiator (TYPE NAME)  

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<tr>
<th>Department Chairperson</th>
<th>Date</th>
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<th>Disapproved</th>
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<th>Curriculum Committee Chairperson</th>
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<th>Provost or Designee</th>
<th>Date</th>
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</thead>
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33
I. Date of Initiation: Feb. 12, 2010

II. A. College or school: College of Arts and Sciences  
B. Course Title: Ethnohistory of Alaska Natives  
C. Course Prefix: ANTH  
D. Course Number: A627  
E. Number of Credits and Contact Hours: 3.0 credits, 3+0 Contact Hours  
F. Grading Basis: A-F  
G. Cross listing: N/A  
H. Stacking: ANTH A427  
I. Course Description: Examines major changes in Alaskan Native societies from contact through 1940 including initial contacts, disease, trade, warfare, colonization, education, missionization, economic development, and political mobilization through the integration of archeological evidence, oral traditions, historical narratives, and governmental documents. Special note: In addition to meeting all requirements for ANTH A427, graduate students will be required to prepare a research paper from primary sources (oral, written, or both) and give a presentation of findings to the class. Not available to students who have taken ANTH A427.  
J. Course prerequisite: N/A  
K. Registration restrictions: Graduate standing  
L. Course fee: Yes (standard ANTH grad fee)

III. Course level justification

Graduate course requiring knowledge and comprehension of basic information on Alaska Native societies. This is an optional course for the MA in Anthropology.

IV. Instructional Goals and Student Outcomes

A. The Instructor will:  
1. Explain differences between history and ethnohistory and explore different forms of ethnohistory  
2. Discuss trajectory of change in Alaska Native societies prior to sustained contact with Euroamericans including population, technology, settlement, spirituality and conflict  
3. Present information on early contact including perspectives from explorers/traders and various Native groups  
4. Discuss epidemic disease, trade and technological change prior to colonization  
5. Discuss Russian and American forms of colonial governance and impact  
6. Discuss US period changes including military subjugation, economic appropriation, missionization, education, and political mobilization
B. The student will be able to:
1. Critically analyze the concept and practice of ethnohistory
2. Describe the cultural trajectory of Alaska Native societies prior to European contact
3. Describe the differential impacts of European contact, exploration, and early trade on Alaska Native societies
4. Critically analyze the impacts of Russian colonization on different Native populations deriving from economic policy, religion, and governance
5. Critically analyze the impacts of US colonization on different Native populations deriving from economic policy, religion, education, governance and land/resource rights

C. Assessment measures: Quizzes and examinations based on lectures, videos, class discussion, library, archival, interview and internet research. All graduate students will be required to prepare a research paper from primary sources (oral, written, or both) and give a presentation of findings to the class.

V. Topical Course Outline

1. Introduction and Overview
2. Alaskan Native Prehistory: Prehistoric Trajectories
3. Protocontact
4. First Contact Experiences: Native Oral Traditions and European Narrative
5. Traders and the Fur trade
6. Epidemic Disease: Population decline and Cultural Impact
7. Russian America: Mercantile Colonialism
8. Creoles
9. US Purchase and Governmentality
10. Russian Orthodoxy and Protestantism
11. European Contact: Explorers and Traders
12. Euroamerican Colonization: Alaska and British Columbia
13. Education and Economics
14. Political Mobilization – Land Claims
15. Current Issues

VI. Suggested Texts

No standardized texts exist for this course.

VII. Bibliography

Burch, Ernest S.  
Dauenhauer, R.

Luehrmmann, S.
2008 *Alutiiq Villages under Russian and US Rule.* University of Alaska Press, Fairbanks.

Oswalt, W.

VII. Bibliography

Black, Lydia

Bockstoce, John

Fienup-Riordan, Ann

Crowell, Aron (ed.)

Dauenhauer, Richard, Nora Dauenhauer, and Lydia Black

Ellanna, L. and G. Sherrod

Fortune, Robert

Grinev, Andrei
2005 *The Tlingit Indians in Russian America, 1741-1867.* University of Nebraska Press, Lincoln.

Harris, Christie

Smith, Barbara and Redmond Barrett (eds.)
# 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  
Journalism and Public Communications

2. Course Prefix  
JPC

3. Course Number  
A443

4. Previous Course Prefix & Number  
A301

5a. Credits/CEUs  
3

5b. Contact Hours  
(Lecture + Lab) (2+2)

6. Complete Course Title  
Enterprise Reporting

7. Type of Course  
☒ Academic

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

9. Repeat Status No  
# of Repeats

10. Grading Basis  
☒ A-F

11. Implementation Date  
semester/year  
From: fall/2011  
To: 9/9999

12. Cross Listed with  
Stacked with

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)</th>
<th>Impacted</th>
<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
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<tbody>
<tr>
<td>B.A., Journalism and Public Communications</td>
<td>109, 410</td>
<td></td>
<td>1/21/2011</td>
<td>Paola Banchero, chair</td>
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13b. Coordination Email  
Date: 2/22/2010

13c. Coordination with Library Liaison  
Date: 2/22/2010

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)  
Applies ethical principles and advanced professional practices of reporting that goes beyond breaking news coverage to in-depth, investigative, explanatory and analytical reporting about contemporary topics for print, radio, television and multimedia.

16a. Course Prerequisite(s) (list prefix and number)  
JPC A204

16b. Test Score(s)

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

16d. Other Restriction(s)

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

JPC Junior or Senior Status

17. Mark if course has fees

18. Mark if course is a selected topic course

19. Justification for Action  
Title is being changed and description updated to better reflect industry trends and actual course content. CCG will reflect the changes.

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

14a. Course Description (suggested length 20 to 50 words)  
Applies ethical principles and advanced professional practices of reporting that goes beyond breaking news coverage to in-depth, investigative, explanatory and analytical reporting about contemporary topics for print, radio, television and multimedia.

16a. Course Prerequisite(s) (list prefix and number)  
JPC A204

16b. Test Score(s)

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

16d. Other Restriction(s)

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

JPC Junior or Senior Status

17. Mark if course has fees

18. Mark if course is a selected topic course

19. Justification for Action  
Title is being changed and description updated to better reflect industry trends and actual course content. CCG will reflect the changes.

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

Approved  
Disapproved  
Dean/Director of School/College

Approved  
Disapproved  
Undergraduate/Graduate Academic Board Chairperson

Approved  
Disapproved  
Provost or Designee

Approved  
Disapproved  
Department Chairperson

Approved  
Disapproved  
Curriculum Committee Chairperson

37
I. Initiation Date: January 26, 2011

II. Course Information:
   A. College: College of Arts and Sciences
   B. Course Subject/Number: JPC A443
   C. 3.0 Credits 2+2 Contact Time
   D. Course Title: Enterprise Reporting
   E. Grading Information: A-F
   F. Course Description: Applies ethical principles and advanced professional practices of reporting that goes beyond breaking news coverage to in-depth, investigative, explanatory and analytical reporting about contemporary topics for print, radio, television and multimedia.
   G. Course Prerequisites: JPC A204
   H. Registration Restrictions: JPC Junior or Senior Status

III. Course Activities
   A. Lecture and demonstrations
   B. In-class labs and technical assignments
   C. Class discussions
   D. Reporting projects

IV. Guidelines for Evaluation
   Students will be evaluated on enterprise reporting strategies and techniques for print, radio, television and/or multimedia. Students will produce in-depth reporting projects for student media and professional media.
   A. In-class labs and technical assignments
   B. Reporting projects

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

Enterprise reporting course that emphasizes builds upon basic reporting courses to explain in-depth, investigative, explanatory and analytical reporting. Promotes and requires critical thinking and problem solving.

VII. Outline

A. Introduction to Enterprise Reporting
   1. Comparing and contrasting basic news reporting with enterprise reporting
   2. Investigative
   3. Explanatory
   4. Analytical

B. Picking a platform for project (print, photojournalism, broadcast, multimedia)

C. Interviewing for the enterprise reporting project

D. Beat and street reporting

E. Covering local government

F. Covering the courts

G. Covering business

H. Computer-assisted reporting
   1. Using social media
   2. Using spreadsheets
   3. Using databases
   4. Online government resources

I. Surveys, polls and public opinion

J. Getting data / access laws
K. Ethics in getting and using data

L. Reporting the big picture
   1. The journalistic tradition
   2. Finding an editorial “voice”

VIII. Suggested Text

IX. Bibliography


*X. Instructional Goals and Student Outcomes

<table>
<thead>
<tr>
<th>A. Instructional Goals</th>
</tr>
</thead>
<tbody>
<tr>
<td>The instructor will:</td>
</tr>
</tbody>
</table>

1. Present detailed examples of professional principles and practices of enterprise reporting for analysis.
2. Provide a structured opportunity, through enterprise reporting activities, for students to master advanced practices in in-depth, investigative, explanatory and analytical reporting techniques.

3. Coach students through enterprise reporting challenges and issues, including ethical dilemmas, sourcing, organization and fieldwork.

<table>
<thead>
<tr>
<th>B. Student Outcomes</th>
<th>Assessment methods</th>
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<tbody>
<tr>
<td>Students will be able to:</td>
<td></td>
</tr>
<tr>
<td>1. Analyze examples of professional principles and practices of enterprise reporting.</td>
<td>Reporting projects and in-class labs</td>
</tr>
<tr>
<td>2. Apply in-depth, investigative, explanatory and analytical reporting techniques to semester-long reporting projects.</td>
<td>Reporting projects and in-class labs</td>
</tr>
<tr>
<td>3. Explain and apply ethical standards related to enterprise reporting.</td>
<td>Reporting projects and in-class labs</td>
</tr>
</tbody>
</table>
## 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  
Journalism and Public Communications

2. Course Prefix  
JPC

3. Course Number  
A445

4. Previous Course Prefix & Number  
NA

5a. Credits/CEUs  
3

5b. Contact Hours  
(Lecture + Lab)  
(2+2)

6. Complete Course Title  
Magazine Editing & Production I

Abbreviated Title for Transcript (30 character)  
Magazine Editing/Production I

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  ☒ Course Description  ☒ Course Prerequisites  ☒ Other Restrictions

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  
☐ Stacked with  
Cross-Listed Coordination Signature

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

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>
<td>1. B.A., Journalism and Public Communications 109, 410</td>
<td>11/11/10</td>
<td>Paola Banchero, chair</td>
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</tr>
<tr>
<td>2.</td>
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<tr>
<td>3.</td>
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Initiator Name (typed): **Paola Banchero**  
Initiator Signed Initials: _________  Date:________________

13b. Coordination Email  
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)  
Date: 2/20/2010

13c. Coordination with Library Liaison  
Date: 2/18/2010

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)

Evaluates the use of design for magazine production. Emphasis on magazine writing, design, layout, typography, production, electronic distribution, and prepress. Class will produce a general interest color magazine.

16a. Course Prerequisite(s) (list prefix and number)  
JPC A204

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  
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.

<table>
<thead>
<tr>
<th>Initiator (faculty only)</th>
<th>Date</th>
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<tbody>
<tr>
<td>Paola Banchero</td>
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<th>Dean/Director of School/College</th>
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<tr>
<th>Provost or Designee</th>
<th>Date</th>
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</table>
I. Initiation Date: October 27, 2010

II. Course Information:

A. College: College of Arts and Sciences
B. Course Subject/Number: JPC A445
C. Credits: 3.0
D. Contact Hours: 2 + 2
E. Course Title: Magazine Editing & Production I
F. Grading Information: A-F
G. Course Description: Evaluates the use of design for magazine production. Emphasis on magazine writing, design, layout, typography, production, electronic distribution and prepress. Class will produce a general interest color magazine.
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

1. Guidelines for Evaluation
A. Magazine writing
B. Magazine editing
C. Magazine photography
D. Magazine ad sales
E. Magazine layout and design
F. Peer editing and professional critique

1. 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 201, 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

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

IX. Bibliography


X. Instruction Goals and Student Outcomes

A. Instructional Goals

<table>
<thead>
<tr>
<th>The instructor will:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Explain the principles and practices of contemporary magazine editing and production in relation to a general interest magazine.</td>
</tr>
<tr>
<td>2. Provide significant hands-on exposure to magazine editing and production including issue planning, writing, editing, layout, photojournalism, Internet presence, production, advertising sales, and distribution.</td>
</tr>
<tr>
<td>3. Explain and translate ethical principles of contemporary magazine editing and production to production of class magazine.</td>
</tr>
<tr>
<td>4. Guide students in the management of a group-based reporting, editing and production project.</td>
</tr>
</tbody>
</table>

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 general interest magazine.</td>
<td>Magazine production project</td>
</tr>
<tr>
<td>2. 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>
**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
   

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
   - 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

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.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>
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</table>

Initiator Name (typed): K. Pfeiffer
Initiator Signed Initials: _________
Date: ___________

13b. Coordination Email
    Date: 1/12/11
    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)
    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 between 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)
    ASOC 101, or A102, or A201, or A202

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)
    Prior completion of 6 credit required Social Science GER’s

17. Mark if course has fees

18. Mark if course is a selected topic course

19. Justification for Action
    Routine review and updating.

Initiator (faculty only)
Karl Pfeiffer
Initiator (TYPE NAME)

Approved
Disapproved

Dean/Director of School/College
Date

Approved
Disapproved

Undergraduate/Graduate Academic Board Chairperson
Date

Approved
Disapproved

Provost or Designee
Date
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 between purposes, structures, functions, members, and stakeholders. Historical frameworks and contemporary models of organizational theory and behavior are analyzed.

Prerequisites: SOC A101, or A102, or A201, or A202
Co-requisites: None
Other Restrictions: Prior Completion of 6 credit 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 and methodology.</td>
<td>1. Papers, writing assignments, graded group discussions, tests and exams, community-based service learning projects.</td>
</tr>
<tr>
<td>2. Demonstrate integrated knowledge of organizations within the broader context of social institutions.</td>
<td>2. Papers, writing assignments, graded group discussions, tests and exams, 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 A102, or A201, or 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 Partial Bibliography


<table>
<thead>
<tr>
<th>1a. School or College</th>
<th>1b. Division</th>
<th>1c. Department</th>
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<tbody>
<tr>
<td>CT CTC</td>
<td>AAVI Division of Aviation</td>
<td>Air Traffic Control</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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<td>ATC</td>
<td>A250</td>
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<td>2 credits</td>
<td>(Lecture + Lab)</td>
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<tr>
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<tbody>
<tr>
<td>Comprehensive Air Traffic Control Overview</td>
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<td>BSAT/Air Traffic Control</td>
<td>172, 175, 176, 177, 178</td>
<td>1/11/11</td>
<td>Sharon LaRue</td>
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<th>13b. Coordination Email</th>
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<th>14. General Education Requirement</th>
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<tr>
<td>Mark appropriate box: Oral Communication</td>
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<tr>
<th>15. Course Description (suggested length 20 to 50 words)</th>
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<tbody>
<tr>
<td>Integrates concepts from all previous ATC classes, and examines the relationship between course material and occupational application. Contrasts academic and vocational use of knowledge, and prepares students to apply knowledge in the vocational setting.</td>
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<tr>
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<tbody>
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<td>ATC A241, and ATC A242, and ATC A243, and ATP A235</td>
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<tr>
<th>17. Mark if course has fees</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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<tbody>
<tr>
<td>Faculty and industry identified need to combine knowledge from all previous ATC courses, concentrating on areas where the courses overlap and discussing the reasons for such overlap, as well as applying capstone knowledge.</td>
</tr>
<tr>
<td>Initiator (faculty only)</td>
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<td>-------------------------</td>
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<tr>
<td>Sharon LaRue</td>
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<th>Department Chairperson</th>
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<th>Date</th>
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<td>Board Chairperson</td>
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<th>Provost or Designee</th>
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51
Course Content Guide
University of Alaska Anchorage
Community and Technical College

Department: AAVI
Course Title: Comprehensive Air Traffic Control
Course number: ATC A250

Date: Fall 2011
Credits: 2 cr

I. Course Description:
Integrates concepts from all previous ATC classes, and examines the relationship between course material and occupational application. Contrasts academic and vocational use of knowledge, and prepares students to apply knowledge in the vocational setting.

II. Course Design:
A. This course is designed for students in their final year of any degree program with an air traffic control emphasis (AAS, BSAT, or Minor).
B. Credits: 2
C. Total student involvement time: 90 hours
D. This is an elective course
E. There are no fees associated with this course.
F. This course may be taught in any time frame, not less than three weeks.
G. This is a new course
H. Coordinated with CTC
I. Course justification: Reinforces basic skills with increased understanding of how they relate. Identified as a need by industry.

III. Course Activities:
This course, in conjunction with the ATC curriculum, is designed to prepare students for entry into the air traffic control workforce by providing a comprehensive overview of previously learned material, as well as examine key overlapping areas. This course is designed to be coordinated with a series of FAA presentations modified by faculty for academic use. In addition to these presentations, lectures and discussion questions will enhance the FAA-provided learning material. The course is designed to be open-entry, self-paced, where students progress through course material at their own rate, with instructor assistance where needed.

IV. Course Prerequisites:
ATC A241, and ATC A242, and ATC A243, and ATC A235
V. **Course Evaluation:**
A. Grading basic: A-F
B. Grades are based on responses to discussion questions, end of lessons test, and final exam.

VI. **Outline:**
1.0 Safety
   1.1 Classroom and online safety
   1.2 Code of conduct

2.0 Federal Aviation Administration/National Airspace System
   2.1 National Airspace System
   2.2 Air Traffic Publications
   2.3 Federal Aviation Regulations
   2.4 Airspace
   2.5 Phases of flight (VFR/IFR)
   2.6 VFR publications
   2.7 Teamwork
   2.8 Air Traffic Controller Certification

3.0 Pilot's Environment
   3.1 Airports
   3.2 NOTAM's
   3.3 Flight plans
   3.4 Flight rules
   3.5 Aerodynamics
   3.6 Aircraft type and identification
   3.7 Aircraft performance
   3.8 Navigation
   3.9 Approaches
   3.10 Holding
   3.11 Instrumentation

4.0 Weather
   4.1 Weather and flight
   4.2 Aviation weather services
4.3 Forecasts and advisories
4.4 Current weather
4.5 Pilot reports
4.6 Hazardous weather

5.0 Air Traffic Rules
5.1 General operating rules
5.2 Communications
5.3 Clearances
5.4 Strip marking
5.5 Coordination
5.6 Radar fundamentals
5.7 Separation
5.8 Wake turbulence
5.9 Emergencies
5.10 Position relief

VII. Suggested Texts:


VIII. Bibliography:

IX. Instructional Goals, Student Outcomes, and Assessment Procedures:
Provide opportunity to apply existing knowledge to new material, as well as examine cohesion between specialties.

<table>
<thead>
<tr>
<th>Student Outcomes</th>
<th>Assessment Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>After successful completion of this course, the student will be able to perform the following:</td>
<td>End of unit test</td>
</tr>
<tr>
<td>Demonstrate understanding of FAR’s and airspace</td>
<td></td>
</tr>
</tbody>
</table>

54
<table>
<thead>
<tr>
<th>Task</th>
<th>End of unit test</th>
</tr>
</thead>
<tbody>
<tr>
<td>Identify airport signals and lightings</td>
<td></td>
</tr>
<tr>
<td>Demonstrate understanding of weather processes and their effect of ATC system</td>
<td></td>
</tr>
<tr>
<td>Identify offices within FAA</td>
<td></td>
</tr>
<tr>
<td>Demonstrate phraseology and stripmarking techniques</td>
<td></td>
</tr>
<tr>
<td>Demonstrate correct technique for handling aircraft emergencies</td>
<td></td>
</tr>
<tr>
<td>Demonstrate understanding of separation standards</td>
<td></td>
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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>1b. Division</th>
<th>1c. Department</th>
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</thead>
<tbody>
<tr>
<td>CT CTC</td>
<td>AAVI Division of Aviation</td>
<td>Air Traffic Control</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>ATC</td>
<td>A340</td>
<td>AT 340</td>
<td>3 credits</td>
<td>(3+00)</td>
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6. Complete Course Title

**Terminal Instrument Procedures**

**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 [ ] Change or [x] Delete

<table>
<thead>
<tr>
<th>If a change, mark appropriate boxes:</th>
</tr>
</thead>
<tbody>
<tr>
<td>[ ] Prefix</td>
</tr>
<tr>
<td>[ ] Credits</td>
</tr>
<tr>
<td>[ ] Title</td>
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<tr>
<td>[ ] Grading Basis</td>
</tr>
<tr>
<td>[ ] Course Description</td>
</tr>
<tr>
<td>[ ] Test Score Prerequisites</td>
</tr>
<tr>
<td>[ ] Other Restrictions</td>
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<tr>
<td>[ ] College</td>
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<tr>
<td>[ ] Major</td>
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<td>[ ] (please specify)</td>
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9. Repeat Status choose one

- [x] # of Repeats
- [ ] Max Credits

10. Grading Basis

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

11. Implementation Date

- [ ] semester/year

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](http://www.uaa.alaska.edu/governance).

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<th>Catalog Page(s) Impacted</th>
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<th>Chair/Coordinator Contacted</th>
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<tr>
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<td>176,177,178, 326</td>
<td>1/11/11</td>
<td>Sharon LaRue</td>
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</table>

13b. Coordination Email

Date: 11/10/10

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

13c. Coordination with Library Liaison

Date: 11/10/10

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)

Examine the criteria used to formulate, review, approve, and publish procedures for instrument approach and departure of aircraft to and from civil and military airports.

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

Faculty have determined course material to be unsuitable for the Bachelor's level.

Initiator Name (typed): Sharon LaRue

Initiator Signed Initials: ______________________ Date: ______________________

13b. Coordination Email

Date: 11/10/10

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

13c. Coordination with Library Liaison

Date: 11/10/10

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Mark appropriate box:

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16b. Test Score(s)

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

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

Faculty have determined course material to be unsuitable for the Bachelor's level.

Initiator (faculty only) ______________________ Date: ______________________

Sharon LaRue

Initiator (TYPE NAME) ______________________ Date: ______________________

[ ] Approved

[ ] Disapproved

Dean/Director of School/College

[ ] Approved

[ ] Disapproved

Undergraduate/Graduate Academic Board Chairperson

[ ] Approved

[ ] Disapproved

Provost or Designee

56
1. **School or College**
   - CT CTC

2. **Division**
   - AAVI Division of Aviation

3. **Course Prefix**
   - ATC

4. **Course Number**
   - A355

5a. **Credits/CEUs**
   - 3 credits

5b. **Contact Hours (Lecture + Lab)**
   - (2+1)

6. **Complete Course Title**
   - Integrated Radar Techniques

7. **Type of Course**
   - Academic

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

9. **Repeat Status No**
   - # of Repeats: 0
   - Max Credits: 0

10. **Grading Basis**
    - A-F

11. **Implementation Date**
    - From: Fall/2011
    - To: /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](http://www.uaa.alaska.edu/governance).

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<td>3.</td>
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</table>
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13b. **Coordination Email**
    - Date: 11/10/10
    - submitted to Faculty Listserv: [uaa-faculty@lists.uaa.alaska.edu](mailto:uaa-faculty@lists.uaa.alaska.edu)

13c. **Coordination with Library Liaison**
    - Date: 11/10/10

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)
    - Contrasts different radar specialities, including tracon, en route, and military. Examines relationship between facilities and focuses on potential problems where responsibilities overlap. Compares military and civilian traffic techniques, and dynamics of adapting to changing flow control standards.

16a. **Course Prerequisite(s) (list prefix and number)**
    - ATC A242, and ATC A242L, and ATC A243, and ATCA A243L

16b. **Test Score(s)**
    - n/a

16c. **Co-requisite(s) (concurrent enrollment required)**
    - n/a

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

17. **Mark if course has fees**
    - Yes

18. **Mark if course is a selected topic course**
    - No

19. **Justification for Action**
    - Faculty have identified a need for enhancing radar techniques, as well as examining overlapping areas of responsibility.

---

**Initiator Name (typed): Sharon LaRue**

Initiator Signed Initials: _________ Date: __________

---

Initiator (faculty only)

Sharon LaRue

Initiator (TYPE NAME)

- Approved
- Disapproved

Dean/Director of School/College

Date

---

Department Chairperson

Date

---

Curriculum Committee Chairperson

Date

---

Undergraduate/Graduate Academic

Date

Board Chairperson

Date

Provost or Designee

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

Department: AAVI  Date: Fall 2011
Course Title: Integrated Radar Techniques  Credits: 3 cr
Course Number: ATC A355

I. Course Description:
Contrasts different radar specialties, including tracon, en route, and military. Examines
relationship between facilities and focuses on potential problems where responsibilities
overlap. Compares military and civilian traffic techniques, and dynamics of adapting to
changing flow control standards

II. Course Design:
A. This course is designed for student pursuing the BSAT: Air Traffic Control
   emphasis who have completed their basic air traffic classes.
B. Credits: 3
C. Total student involvement time: 60 hours
   30 hours will be in a classroom setting
   30 hours will be in a laboratory setting.
D. This is a required course for BSAT, Air Traffic Control Option
E. There are fees associated with this course.
F. This course may be taught in any time frame, but not less than one credit per
   week.
G. This is a new course.
H. Coordinated with faculty listserv.
I. Course justification: Enhances skills learned in ATCA242 and ATCA243, and
   examines areas where responsibilities overlap, particularly in regards to radar
   techniques. Enhances skill recognized by industry as problematic in all control
   facilities and levels.

III. Course Activities:
This course, in conjunction with the ATC curriculum, is designed to prepare students for
entry into the air traffic control workforce by illustrating the differences between the
various radar specialties and examining the areas of overlapping responsibilities.
This course is designed to enhance skills learned in ATCA242 and ATCA243, such as
vectoring, sequencing, and weather deviations. Additionally, students will do extensive
study in areas where responsibilities overlap, such as approach gates, and work with military facilities including SUA separation and flight break-up.

IV. Course Prerequisites:
ATC A242, and ATC A242L, and ATC A243, and ATC A243L

V. Course Evaluation:

A. Grading basic: A-F
B. Grades are based on quizzes, tests, written assignments, and laboratory evaluated problems.

VI. Outline:

1.0 Safety
  1.1 Building safety
  1.2 Laboratory safety
  1.3 Code of conduct

2.0 Terminal radar overview
  2.1 Regulations
  2.2 Final
  2.3 Feeder
  2.4 Departure
  2.5 Center coordination
  2.6 Emergencies

3.0 En Route radar overview
  3.1 Sequencing
  3.2 Weather vectoring
  3.3 Flow control
  3.4 Emergencies
  3.5 Military special use airspace
  3.6 Military refueling
  3.7 Military flight break up

4.0 Areas of shared responsibilities
  4.1 Dynamics of airport arrival rate
  4.2 Approach gates
  4.3 Light traffic
4.4 Military handoffs

5.0 Documentations
5.1 LOA’s
5.2 SOP’s
5.3 Military MOU
5.4 Draft LOA

VII. Suggested Texts:


VIII. Bibliography:


IX. Instructional Goals, Student Outcomes, and Assessment Procedures:
Provides opportunity of skill enhancement and development. Provides opportunity for study of negotiation techniques. At the end of this course, students will be able to perform the following:

<table>
<thead>
<tr>
<th>Student Outcome</th>
<th>Assessment Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>After successful completion of the course, students will be able to perform the following:</td>
<td></td>
</tr>
<tr>
<td>Demonstrate understanding of approach control separation standards</td>
<td>Unit test, graded lab evaluation</td>
</tr>
<tr>
<td>Demonstrate understanding of center separation standards</td>
<td>Unit test, graded lab evaluation</td>
</tr>
<tr>
<td>Demonstrate vectoring and speed control techniques</td>
<td>Graded evaluation</td>
</tr>
<tr>
<td>Facilitate communication and negotiation techniques</td>
<td>Draft Letter of Agreement</td>
</tr>
</tbody>
</table>
MEMORANDUM (PAR BS DEGREE IN AVIATION TECHNOLOGY)

DATE: January 9, 2011
TO: UAB
FROM: Sharon LaRue
SUBJ: B.S. Degree in Aviation Technology
Major Requirements Changes
Aviation Management Emphasis Changes
Air Traffic Control Emphasis Changes
AAS in Air Traffic Control Changes

BS IN AVIATION TECHNOLOGY (BSAT) PROPOSED CHANGES:

REDUCE EXCESS PROVISION OF UPPER-DIVISION BUSINESS ADMINISTRATION COURSES:
Required BSAT Major credits, outside of Aviation courses, are in excess of 50 credits and leave Aviation majors little flexibility to explore alternative areas of Aviation or other disciplines while pursuing their degree. For example:

1. The Major requirements of the BS degree in Aviation Technology (BSAT) currently require 12 credits of upper-division Business Administration courses, three credits in excess of the upper-division credit requirements for a Minor in Business Administration.
2. The Management and Air Traffic Control emphases respectively require 12 and 6 credits of upper-division BA and CIS courses, in addition to the aforementioned 12 credits.
3. The Major requirements, in addition, also respectively specify 19 and 16 credits, which can be used to fulfill the GER requirements.
4. One of the required upper-division courses, CIS A376, is a Capstone course. As the BSAT requires ATA A492, which is also a Capstone course, this requires two Capstone courses to be completed for the Air Traffic Control and Management emphases.

We are, therefore, proposing the following Major Requirements changes to the BSAT degree:

REQUIRED MAJOR COURSES WHICH MAY BE USED TO FULFILL BACHELOR OF SCIENCE GENERAL EDUCATION REQUIREMENTS:

1. QUANTITATIVE: The major requirements currently specify MATH A272. We propose to add the choice of MATH A200, as substantively, MATH A200 includes a superset of topics included in MATH A272. The student outcomes for both courses are essentially identical. The Course Content Guides indicate that MATH A200 has a more extensive list of topics than MATH A272.

2. HUMANITIES: The major requirements currently specify PHIL A101, Introduction to Logic. We propose to add the choices of PHIL A201, Introduction to Philosophy, and PHIL A301, Ethics. Both additional courses satisfy the degree requirement for one Philosophy course.

3. NATURAL SCIENCES: The major requirements currently specify PHYS A123 and PHYS A123L, or CHEM A105 and CHEM A105L. We propose to allow the student to choose Natural Science courses from the approved catalog requirements. PHYS and CHEM courses were specified when the BS degree in Aviation Technology was first approved in 1995 in order to satisfy the degree requirements of the Aviation Accreditation Board International (AABI), formerly the Council on Aviation Accreditation. The AABI has transitioned from specific course requirements to
outcomes-based criteria for aviation programs to adapt to a broader spectrum of collegiate aviation degrees. This change will allow Aviation students to widen their selection of Natural Science Selective courses.

4. **SOCIAL SCIENCES:** We propose to eliminate the specification of PARL 101, Introduction to Law, as Aviation Law, ATA 133, is a required course for the degree. In addition, all Aviation courses are steeped in the students’ understanding of Federal Aviation Administration rules and federal regulations.

**AVIATION MANAGEMENT EMPHASIS PROPOSED CHANGES:**
Net effect: The following changes will reduce the total credits of the BSAT, Management Emphasis, from 124 to 121. It will reduce the upper-division credit requirement from 48 to 42. It will also increase elective credits from 3 to 12 (3 of which must be upper division).

1. Recommend BA 447 as a upper-division elective course instead of a required emphasis course.
2. Eliminate the emphasis requirement of Managerial Presentations, CIS A305. This course is being eliminated by the College of Business and Public Policy in 2013. Its replacement, CIS 280, is included in the Recommended Elective list.
3. Recommend CIS 376 as an upper-division elective course instead of a required emphasis course.
4. Change the current requirement of 3 Advisor Approved upper-division credits to 12 Advisor Approved Elective credits, 3 of which must be upper-division. Add the following recommended elective courses to the catalog:

   - ATA 490, Aviation Selected Topics
   - ATC 325, Pilot Weather Briefing
   - ATC 440, Facility Operations
   - BA 381, Consumer Behavior
   - BA 447, International Marketing
   - BA 460, Marketing Management
   - CIS 280, Managerial Communications
   - CIS 326, Information Age Literacy
   - CIS 376, Management Information Systems
   - ENGL 312, Advanced Technical Writing
   - ENGL 313, Professional Writing
   - PER 100, Fitness for Life
   - PSY 380, Stress and Coping

**AIR TRAFFIC CONTROL EMPHASIS CHANGES:**
Net Effect: The following will not affect total credits or the upper-division 42 credit requirement. The following proposal will increase the elective credits from 0 to 12, 9 of which must be upper-division.

**COURSE DELETION:**
1. We are deleting ATC A340, Terminal Instrument Procedures. The course has not been taught in many years, and faculty members have determined the material is unsuitable at the Bachelor’s level.
2. Elimination of CIS A305: Please refer to Number 2 above in the Aviation Management Emphasis changes.
NEW COURSES:

3. We are proposing a new course, ATC A250 to accommodate a student need for a wide-reaching overview before beginning employment with the Federal Aviation Administration (FAA). The creation of an overview course prior to beginning employment has been identified as a priority item by the FAA.

4. We are proposing a new course, ATC A355, Integrated Radar Procedures, to allow ATC students more exposure to negotiation techniques, as well as other communication techniques, which would facilitate greater understanding and operational efficiency between facilities involved in complex systems tasked with promoting safety.

ADD ADVISOR APPROVED ELECTIVES:

5. Add 12 Advisor Approved upper-division Elective credits, 9 of which must be upper-division. Add the following recommended elective course to the catalog:

   ATC 325, Pilot Weather Briefing
   ATC 440, Facility Operations
   ATA 490, Aviation Selected Topics
   BA 381, Consumer Behavior
   BA 447, International Marketing
   BA 460, Marketing Management
   CIS 280, Managerial Communications
   CIS 326, Information Age Literacy
   CIS 376, Management Information Systems
   ENGL 312, Advanced Technical Writing
   ENGL 313, Professional Writing
   PER 100, Fitness for Life
   PSY 380, Stress and Coping
1a. **School or College**
CT CTC

1b. **Division**
AAVI Division of Aviation

1c. **Department**
N/A

2. **Complete Program Title/Prefix**
Bachelor of Science in Aviation Technology

3. **Type of Program**
Choose one from the appropriate drop down menu:
- Undergraduate: Bachelor of Science
- 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, ENGL, HUM, LISTSERV
Initiator Name (typed): Sharon LaRue
Initiator Signed Initials: _________
Date:________________

6b. **Coordination Email submitted to Faculty Listserv** (uaa-faculty@lists.uaa.alaska.edu) Date: 11/10/10

6c. **Coordination with Library Liaison** Date: 11/10/10

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

8. **Justification for Action**
See attached memorandum.

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<th>Date</th>
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</table>
Bachelor of Science,  
Aviation Technology

Program Description
The Bachelor of Science in Aviation Technology (BSAT) prepares individuals for professional positions within the aviation industry. Related career opportunities are found with airlines, airports, general aviation, government organizations, education, and the aerospace industry.

Within the degree there are three emphasis areas: Aviation Management, Air Traffic Control, and Professional Piloting, 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 individual emphasis.

Admission Requirements
1. Satisfy Baccalaureate Degree Admission Requirements in Chapter 7, Academic Standards and Regulations.
2. Emphasis areas may have additional admission requirements or considerations.
3. Students must be able to meet any certification requirements established by the Federal Aviation Administration, as established in Code of Federal Regulations (CFR) Part 14.

Advising
All students must meet with an Aviation Technology Division (ATD) academic advisor prior to beginning any program of study and are encouraged to meet 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. Degree check sheets are available in the Aviation Technology Division office.

See the Aviation Technology Division advisor for appropriate sequence of courses. A strong background in science, math, and reading skills is highly recommended.

Academic Progress
A minimum grade of C in each Aviation Technology course is required to graduate with this degree.

DEGREE REQUIREMENTS:
1. Complete the General University Requirements for Baccalaureate Degrees listed at the beginning of this chapter.
2. Complete the General Education Requirements (GER) for Baccalaureate Degrees at the beginning of this chapter.
3. Completed required Support Courses and Major Degree Requirements.
Major Requirements

1. Complete the following required core courses:
   - ATA A102  Introduction to Aviation Technology  3
   - ATA A133  Aviation Law and Regulations    3
   - ATA A233  Aviation Safety      3
   - ATA A331  Human Factors in Aviation    3
   - ATA A415  Company Resource Management  3
   - ATA A425  Civil Aviation Security     3
   - ATA A492  Air Transportation System Seminar  3
   - ATP A100  Private Pilot Ground School  3
   - ATP A235  Elements of Weather    3
   - BA A300  Organizational Theory and Behavior  3
   - BA A361  Human Resource Management   3
   - BA A461  Negotiation and Conflict Management  3
   - BA A488  Environment of Business    3
   - CIS A110  Computer Concepts in Business  3
   - *ECON A201  Principles of Macroeconomics  3
   - *ENGL A212  Technical Writing (Note: prerequisite) (3)
   - *MATH A272  Applied Calculus (Note: prerequisite)  3
     Or
   - *MATH A200  Calculus I (3)
   - *PHIL A101  Introduction to Logic  3
     Or
   - *PHIL A201  Introduction to Philosophy (3)
     Or
   - *PHIL A301  Ethics (3)

*Courses may be used to fulfill the Bachelor of Applied Science, General Education Requirements.

2. Select one of the three following BSAT emphasis areas and complete the listed required courses.

Aviation Management Emphasis

**Emphasis Description and Outcomes**
The BSAT with the Aviation Management emphasis is designed to prepare graduates for management positions in all aspects of the aviation industry. The BSAT prepares students not only with the organizational, human relations, and managerial skills required in aviation management, but also with the appropriate technical background. At the completion of this program, students will be able to:

1. Demonstrate technical knowledge of aircraft operating limitations and performance.
2. Demonstrate knowledge of aviation law and regulations, and of the legal issues affecting the aviation industry.
3. Demonstrate knowledge of the issues affecting aviation safety and safety management.
4. Demonstrate knowledge of basic business management skills and supervisory techniques.
5. Demonstrate a broad knowledge of the aviation industry.
6. Demonstrate a broad knowledge of aviation management functions and techniques.

**Required Emphasis Courses**

1. Complete the following required emphasis courses:
   - ACCT A201  Principles of Financial Accounting  3
   - ACCT A202  Principles of Managerial Accounting  3
   - ATA A132  History of Aviation  3
   - ATA A134  Principles of Aviation Administration  3
   - ATA A335  Airport Operations  3
   - ATA A336  Air Service Operations  3
   - ATA A337  Airline Operations  3
   - ATA A431  Aircraft Accident Investigation  3
   - *BA A151  Introduction to Business  3
   - BA A343  Principles of Marketing  3
   - ECON A202  Principles of Microeconomics  3

   *Courses may be used to fulfill the Bachelor of Applied Science, General Education Requirements.

2. Choose a minimum of 12 credits of Advisor-approved electives, 3 of which must be upper-division. The following are Recommended Elective Support Courses (refer to the current UAA Catalog for prerequisite(s):
   - ATA A490  Aviation Selected Topics  3
   - ATC A325  Pilot Weather Briefing  3
   - ATC A440  Facility Operations  3
   - BA A381  Consumer Behavior  3
   - BA A447  International Marketing  3
   - BA A460  Marketing Management  3
   - CIS A280  Managerial Communications  3
   - CIS A326  Information Age Literacy  3
   - CIS A376  Management Information Systems  3
   - ENGL A312  Advanced Technical Writing  3
   - ENGL A313  Professional Writing  3
   - PER A100  Fitness for Life  2
   - PER Elective  See Catalog for Listing  1 – 2
   - PSY A380  Stress and Coping  3

3. A minimum of 121 credits is required for the Aviation Management emphasis, of which a minimum of 42 credits must be upper-division.

**Air Traffic Control (ATC) Emphasis**

*Emphasis Description and Outcomes*

ATC professionals utilize knowledge of aircraft operating limitations and performance, weather and atmospheric processes, radar theory and radar systems, federal regulations, the US air traffic control system, as well as navigation methods within the National Airspace System. The BSAT prepares students not only for the technical requirements of air traffic control, but also for the organizational, human relations, and managerial demands. The Federal Aviation Administration Recommendation
for Employment and Special Considerations contained in the Associate of Applied Science, Air Traffic Control apply to this emphasis. At the completion of this program, students will be able to:

1. Demonstrate knowledge of the theory of aircraft operating limitations and performance, including methods of air and ground navigation within the National Airspace System.
2. Demonstrate knowledge of weather and atmospheric processes, and how each affect the air traffic control system.
3. Demonstrate knowledge of Federal Regulations and the U.S. air traffic control system interactions, including FAA publications.
4. Demonstrate knowledge of fundamentals of aircraft separation in radar, non-radar, and terminal environments, as well as operating techniques of ATC facilities in visual and instrument conditions.
5. Demonstrate awareness of ATC industry trends, future developments, global implications, and current management practices and techniques.
6. Demonstrate broad knowledge of the aviation industry.

**Required Emphasis Courses**

1. Complete the following required emphasis courses:

   - ATA A132 History of Aviation 3
   - ATC A143 ATC Regulations 3
   - ATC A144 ATC Flight Procedures 3
   - ATC A147 Pilot/Controller Techniques 3
   - ATC A241 Control Tower Operations 3
   - ATC A241L Control Tower Operations Lab 1
   - ATC A242 ATC Terminal Radar Procedures 3
   - ATC A242L ATC Terminal Radar Procedures Lab 1
   - ATC A243 ATC En Route Procedures 3
   - ATC A243L ATC En Route Procedures Lab 1
   - ATC A250 Comprehensive ATC Overview 3
   - ATC A325 Tools for Weather Briefing 3
   - ATC A355 Integrated Radar Procedures 3
   - ATC A440 Facility Operations and Administration 3

2. Choose a minimum of 12 credits of Advisor approved electives, 9 of which must be upper-division. The following are Recommended Elective Support courses (refer to the current UAA Catalog for prerequisite(s)):

   - ATA A490 Aviation Selected Topics 3
   - ATC A325 Pilot Weather Briefing 3
   - ATC A440 Facility Operations 3
   - BA A381 Consumer Behavior 3
   - BA A447 International Marketing 3
   - BA A460 Marketing Management 3
   - CIS A280 Managerial Communications 3
   - CIS A326 Information Age Literacy 3
   - CIS A376 Management Information Systems 3
   - ENGL A312 Advanced Technical Writing 3
   - ENGL A313 Professional Writing 3
   - PER A100 Fitness for Life 2
3. A minimum of 121 credits is required for the Air Traffic Control emphasis, of which a minimum of 42 credits must by upper-division.
Bachelor of Science,
Aviation Technology

Program Description
The Bachelor of Science degree in Aviation Technology prepares individuals for professional positions within the aviation industry. Related career opportunities are found with airlines, airports, general aviation, government organizations, education, and the aerospace industry.

Within the degree there are three emphasis areas: Aviation Management, Air Traffic Control, and Professional Piloting, 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 individual emphasis.

Admission Requirements
1. Satisfy Baccalaureate Degree Admission Requirements in Chapter 7, Academic Standards and Regulations.
2. Emphasis areas may have additional admission requirements or considerations.
3. Students must be able to meet any certification requirements established by applicable government agencies, the Federal Aviation Administration, as established in Code of Federal Regulations (CFR) Part 14.

Advising
All students must meet with an ATD, Aviation Technology Division (ATD) academic advisor prior to beginning any program of study and are encouraged to meet 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. Degree check sheets are available in the Aviation Technology Division office.

See the Aviation Technology Division advisor for appropriate sequence of courses. A strong background in science, math, and reading skills is highly recommended.

Academic Progress
A minimum grade of C in each Aviation Technology course is required to graduate with this degree.

DEGREE REQUIREMENTS:

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

General Course Requirements
2. Complete the General Education Requirements (GER) for Baccalaureate Degrees listed at the beginning of this chapter.

3. Complete Required Support Courses and Major Degree Requirements.

Major Requirements

1. Complete the following required common core courses:
   - ATA A102   Introduction to Aviation Technology   3
   - ATA A133   Aviation Law and Regulations    3
   - ATA A233   Aviation Safety      3
   - ATA A331   Human Factors in Aviation     3
   - ATA A415   Company Resource Management    3
   - ATA A425   Civil Aviation Security      3
   - ATA A492   Air Transportation System Seminar   3
   - ATP A100   Private Pilot Ground School    3
   - ATP A235   Elements of Weather     3
   - BA A300   Organizational Theory and Behavior 3
   - BA A361   Human Resource Management 3
   - BA A461   Negotiation and Conflict Management 3
   - BA A488   Environment of Business 3
   - CIS A110   Computer Concepts in Business 3
   - *ECON A201   Principles of Macroeconomics (Note: prerequisite) 3
   - *ENGL A212   Technical Writing (Note: prerequisite) 3
   - *MATH A272   Applied Calculus (Note: prerequisite) 3
   - or
   - *MATH A200   Calculus (3)
   - or
   - *PHIL A101   Introduction to Logic     3
   - or
   - *PHIL A201   Introduction to Philosophy (3)
   - or
   - *PHIL A301   Ethics (3)
   - *PHYS A123   Basic Physics I (3) (Note: prerequisite) 4
   - and
   - *PHYS A123L   Basic Physics I Laboratory (1)
   - (Note: prerequisite)
   - or
   - *CHEM A105   General Chemistry I (3) (Note: prerequisite) 4
   - and
   - *CHEM A105/L   General Chemistry I Laboratory (1)
   - (Note: prerequisite)
   - *Courses may be used to fulfill the Bachelor of Applied Science, General Education Requirements.

2. Select one of the three following BSAT emphasis-related areas and complete the listed required courses.

Aviation Management Emphasis

Emphasis Description and Outcomes

The BSAT with the Aviation Management emphasis is designed to prepare graduates for management positions in all aspects of the aviation industry. The BSAT prepares students not only with the organizational, human relations, and managerial skills required in aviation management, but also with the appropriate technical
background. At the completion of this program, students will be able to:

1. Demonstrate technical knowledge of aircraft operating limitations and performance.
2. Demonstrate knowledge of aviation law and regulations, and of the legal issues affecting the aviation industry.
3. Demonstrate knowledge of the issues affecting aviation safety and safety management.
4. Demonstrate knowledge of basic business management skills and supervisory techniques.
5. Demonstrate a broad knowledge of the aviation industry.
6. Demonstrate a broad knowledge of aviation management functions and techniques.

**Required Emphasis Courses**

1. Complete the following required emphasis courses:
   - ACCT A201 Principles of Financial Accounting 3
   - ACCT A202 Principles of Managerial Accounting 3
   - ATA A132 History of Aviation 3
   - ATA A134 Principles of Aviation Administration 3
   - ATA A335 Airport Operations 3
   - ATA A336 Air Service Operations 3
   - ATA A337 Airline Operations 3
   - ATA A431 Aircraft Accident Investigation 3
   - *BA A151 Introduction to Business 3
   - BA A343 Principles of Marketing 3
   - BA A447 International Marketing 3
   - CIS A305 Managerial Presentations 3
   - CIS A376 Management Information Systems 3
   - *ECON A202 Principles of Microeconomics 3
   - *PARL A101 Introduction to Law 3
   - Advisor Approved Elective 3
   - *Courses may be used to fulfill the Bachelor of Applied Science, General Education Requirements.

2. Choose a minimum of 12 credits of Advisor-approved electives, 3 of which must be upper-division. The following are recommended elective support courses (refer to current UAA Catalog for prerequisite(s):
   - ATA A490 Aviation Selected Topics 3
   - ATC A325 Pilot Weather Briefing 3
   - ATC A440 Facility Operations 3
   - BA A381 Consumer Behavior 3
   - BA A447 International Marketing 3
   - BA A460 Marketing Management 3
   - CIS A280 Managerial Communications 3
   - CIS A326 Information Age Literacy 3
   - CIS A376 Management Information Systems 3
   - ENGL A312 Advanced Technical Writing 3
   - ENGL A313 Professional Writing 3
   - PER A 100 Fitness for Life 2
   - PER Elective See Catalog for Listing 1-2
A minimum of 121 credits is required for the Aviation Management emphasis, of which a minimum of 42 credits must be upper division.

Air Traffic Control (ATC) Emphasis

**Emphasis Description and Outcomes**

ATC professionals utilize knowledge of aircraft operating limitations and performance, weather and atmospheric processes, radar theory and radar systems, federal regulations, the US air traffic control system, as well as navigation methods within the National Airspace System. The BSAT prepares students not only for the technical requirements of air traffic control, but also for the organizational, human relations, and managerial demands. The Federal Aviation Administration Recommendation for Employment and Special Considerations contained in the Associate degree of Applied Science, Air Traffic Control degree apply to this emphasis. At the completion of this program, students will be able to:

1. Demonstrate knowledge of the theory of aircraft operating limitations and performance, including methods of air and ground navigation within the National Airspace System.
2. Demonstrate knowledge of weather and atmospheric processes, and how each affect the air traffic control system.
3. Demonstrate knowledge of Federal Regulations and the U.S. air traffic control system interactions, including FAA publications.
4. Demonstrate knowledge of fundamentals of aircraft separation in radar, non-radar, and terminal environments, as well as operating techniques of ATC facilities in visual and instrument conditions.
5. Demonstrate awareness of ATC industry trends, future developments, global implications, and current management practices and techniques.
6. Demonstrate broad knowledge of the aviation industry.

**Required Emphasis Courses**

1. Complete the following required emphasis courses:
   - ATA A132 History of Aviation 3
   - ATC A143 ATC Regulations 3
   - ATC A144 ATC Flight Procedures 3
   - ATC A147 Pilot/Controller Techniques 3
   - ATC A241 Control Tower Operations 3
   - ATC A241L Control Tower Operations Lab 1
   - ATC A242 ATC Terminal Radar Procedures 3
   - ATC A242L ATC Terminal Radar Procedures Lab 1
   - ATC A243 ATC En Route Procedures 3
   - ATC A243L ATC En Route Procedures Lab 1
   - ATC A250 Comprehensive ATC Overview 2
   - ATC A325 Tools for Weather Briefing 3
   - ATC A340 Terminal Instrument Procedures 3
   - ATC A355 Integrated Radar Procedures 3
   - ATC A440 Facility Operation and Administration 3
   - CIS A305 Managerial Presentations 3
   - CIS A376 Management Information Systems 3
2. Choose a minimum of 12 credits of Advisor approved electives, 9 of which must be Upper-division. The following are Recommended Elective support courses (refer to current UAA Catalog for prerequisite(s)):

- ATA A490 Aviation Selected Topics 3
- ATC A325 Pilot Weather Briefing 3
- ATC A440 Facility Operations 3
- BA A381 Consumer Behavior 3
- BA A447 International Marketing 3
- BA A460 Marketing Management 3
- CIS A280 Managerial Communications 3
- CIS A326 Information Age Literacy 3
- CIS A 376 Management Information Systems 3
- ENGL A312 Advanced Technical Writing 3
- ENGL A313 Professional Writing 3
- PER A 100 Fitness for Life 2
- PER Elective See Catalog for Listing 1-2
- PSY A380 Stress and Coping 3

3. A minimum of 121 credits is required for the Air Traffic Control emphasis, of which a minimum of 42 credits must be upper division.
# Bachelor of Science Degree in Aviation Technology (BSAT)  
## Professional Pilot Emphasis  
### Catalog Year: Beginning Fall 2008

(See your UA ONLINE account to determine the semester in which you were admitted.)

**Valid Until Admitted Semester 2015**

**Student Name:** ___________________________  
**SID:** ____________  
**Date:** ____________

<table>
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<tr>
<th>General Education</th>
<th>Major Requirements</th>
<th>Professional Pilot Emphasis</th>
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<tbody>
<tr>
<td><strong>Oral Communication</strong></td>
<td>ATP 100 PP Ground School (3)</td>
<td>ATP 101 Pre-Prof Flying (2)</td>
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<td>COMM 235 (Recommended) (111, 237, 241)</td>
<td>ATA 102 Intro Aviation (3)</td>
<td>ATP 116 IFR Ground School (3)</td>
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<td><strong>Written Communication</strong></td>
<td>ATP 102 Intro Aviation (3)</td>
<td>ATP 101 Pre-Prof Flying (2)</td>
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<td>ENGL 111 (3) PL</td>
<td>ATA 133 Av Law &amp; Regs (3)</td>
<td>ATP 126 IFR Flying (2)</td>
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<td>ENGL 212 (3) P*</td>
<td>ATA 233 Av Safety (3)</td>
<td>ATP 200 Comm Ground Sch (3)</td>
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<tr>
<td><strong>Quantitative</strong></td>
<td>ATP 235 Elmts of Weather (3)</td>
<td>ATP 218 Comm Flying I (1.5)</td>
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<td>MATH 172 (3) PL</td>
<td>ATA 331 Human Factors (3)</td>
<td>ATP 219 Comm Flying II (1.5)</td>
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<td>MATH 272 (3) P*</td>
<td>ATA 205 Addl Aircraft Rating (2) (i.e., Float)</td>
<td>ATP 205 Addl Aircraft Rating (2)</td>
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<tr>
<td><strong>Fine Arts</strong></td>
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<td>ATP 220 Comm Flying III (2)</td>
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<td>Selective (3)</td>
<td>ATA 425 Civil Av Security (3) F</td>
<td>ATP 232 Avia Navigation (3)</td>
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<td><strong>Humanities:</strong></td>
<td>ATA 492 Air Trans Seminar (3)</td>
<td>ATP 300 CFI Ground School (3) P</td>
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<tr>
<td>PHIL 101 (3)</td>
<td>BA 300 Org Theory/Behav (3) P</td>
<td>ATP 301 CFI Flying (2)</td>
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<td>Selective (3)</td>
<td>BA 361 Human Resource Mgt (3) P</td>
<td>ATP 305 Airplane ME Land (2)</td>
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<td><strong>Natural Sciences</strong></td>
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<td>ATP 325 Pilot Weather Brf (3) P</td>
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<td>PHYS 123/L OR (4) *</td>
<td>BA 488 Environment of BA (3) P</td>
<td>ATP 332 Transport A/C Sys (3) S</td>
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<td>CHEM 105/L</td>
<td>CIS 110 Computer Concepts (3)</td>
<td>ATA 337 Airline Ops (3) F</td>
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<td>ATA 431 Accident Invest (3) F</td>
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<td><strong>Totals:</strong></td>
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<td><strong>40/19 UD</strong></td>
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**3 Upper Division Elective Credits (Elective Must be Approved by Aviation Division):**

**Possible Electives**

- ATP 305 Addl Aircraft Rating (2) (i.e., Float)
- ATA 335 Airport Operations (3)
- ATA 336 Air Service Ops (3)
- ATP 405 Addl CFI Rating (2)
- ATP 432 Turbine Transition (3)
- ATA 490 Advanced Topics Av (3)

* Specific GER course is required. (For Selective GER courses, see catalog for listing.)

**P** Prerequisite Required (SEE CURRENT CATALOG)

**PL** Placement Test Required

**S** Offered Spring Semester Only

**F** Offered Fall Semester Only

A TOTAL OF 122 CREDITS IS REQUIRED FOR THE DEGREE, 46 CREDITS MUST BE UPPER DIVISION.
# BACHELOR OF SCIENCE DEGREE IN AVIATION TECHNOLOGY (BSAT)  
## MANAGEMENT EMPHASIS  
### CATALOG YEAR: BEGINNING FALL 2008  
(See your UA ONLINE account to determine the semester in which you were admitted.)  
### VALID UNTIL ADMITTED SEMESTER 2015

**STUDENT NAME: ___________________________    SID: ____________             DATE:____________**

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<th>MAJOR REQUIREMENTS</th>
<th>AVIATION MANAGEMENT EMPHASIS</th>
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<tr>
<td>ORAL COMMUNICATION</td>
<td>ATP 100 PP Ground School</td>
<td>ACCT 201 Financial Acct</td>
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<td>COMM 111 (Recommended) (235, 237, 241)</td>
<td>ATP 102 Intro Aviation</td>
<td>ACCT 202 Managerial Acct</td>
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<td>WRITTEN COMMUNICATION</td>
<td>ATA 133 Av Law &amp; Regs</td>
<td>ATA 132 History-Aviation</td>
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<td>ENGL 111 (Recommended)</td>
<td>ATA 233 Av Safety</td>
<td>ATA 134 Prin Avia Admin</td>
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<td>ENGL 212</td>
<td>ATA 235 Elmts of Weather</td>
<td>ATA 335 Airport Operations</td>
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**TOTALS:**  
37  
45/24 UD  
39/24 UD

**3 UPPER DIVISION ELECIVE CREDITS** (ELECTIVE MUST BE APPROVED BY AVIATION DIVISION):  

**POSSIBLE ELECTIVES**  
ATC 325 Pilot Weather Briefing (3)  
ATC 440 Facility Operations (3)  
ATA 490 Advanced Topics Av (3)  
PSY 380 Stress and Coping (3)

* Specific GER course is required. (For Selective GER courses, see catalog for listing.)  
P Prerequisite Required (SEE CURRENT CATALOG)  
PL Placement Test Required  
S Offered Spring Semester Only  
F Offered Fall Semester Only

**A TOTAL OF 124 CREDITS IS REQUIRED FOR THE DEGREE, 51 CREDITS MUST BE UPPER DIVISION.**
BACHELOR OF SCIENCE DEGREE IN AVIATION TECHNOLOGY (BSAT)
AIR TRAFFIC CONTROL EMPHASIS

CATALOG YEAR: BEGINNING FALL 2008

(See your UA ONLINE account to determine the semester in which you were admitted.)

VALID UNTIL ADMITTED SEMESTER 2015

| STUDENT NAME: ___________________________    SID: ____________             DATE:____________ |
|_________________________________________________________________________________________________________|

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TOTALS: 37 42/24 UD 42/18 UD

* Specific GER course is required. (For Selective GER courses, see catalog for listing.)
P Prerequisite Required (SEE CURRENT CATALOG)
PL Placement Test Required
S Offered Spring Semester Only
F Offered Fall Semester Only

A TOTAL OF 121 CREDITS IS REQUIRED FOR THE DEGREE, 42 CREDITS MUST BE UPPER DIVISION.
### BACHELOR OF SCIENCE, AVIATION TECHNOLOGY
#### MANAGEMENT EMPHASIS

**NOTE:** THE FOLLOWING RECOMMENDED COURSE SEQUENCE IS SUGGESTED FOR THIS EMPHASIS AREA. COURSES MAY VARY DEPENDING UPON ENTRY LEVEL (ENGLISH AND MATH) PLACEMENT SCORES. A TOTAL OF 121 CREDITS IS REQUIRED FOR THE DEGREE, 42 CREDITS MUST BE UPPER DIVISION. ALL COURSES ARE 3 CREDITS UNLESS OTHERWISE INDICATED.

#### FIRST YEAR

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<tr>
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<td>_____ ATA 134 Principles of Aviation Admin</td>
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<td>_____ ENGL 111 Methods of Written Comm</td>
<td>_____ ENGL 212 Technical Writing</td>
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<td>_____ ATP 235 Elements of Weather</td>
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<td>_____ CIS 110 Computer Concepts of Business</td>
<td>_____ ACCT 201 Financial Accounting</td>
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<td>_____ COMM 111 Communication (or 235,237,241)</td>
<td>_____ ECON 201 Macroeconomics</td>
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<td>_____ ATA 337 Airline Operations</td>
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<td>_____ BA 300 Org Theory Behavior</td>
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<td>_____ ATA 425 Civil Aviation Security</td>
<td>_____ AT 492 Air Transportation Seminar</td>
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<tr>
<td>_____ BA 488 Environment of Business</td>
<td>_____ BA 461 Negotiation &amp; Conflict</td>
</tr>
<tr>
<td>Fine Arts Selective</td>
<td>Social Science Selective</td>
</tr>
<tr>
<td>15 Credits</td>
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* Check catalog for placement scores, prerequisites, co-requisites, or for courses requiring departmental approval.

Changing the course sequence above may delay graduation, as some courses are only offered once a year.
# Bachelor of Science, Aviation Technology
## Air Traffic Control Emphasis

**Note:** The following recommended course sequence is suggested for this emphasis area. Courses may vary depending upon entry level (English and Math) placement scores. A total of 124 credits is required for the degree, 42 credits must be upper division. All courses are 3 credits unless otherwise indicated.

### First Year

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<tbody>
<tr>
<td>ATA 100</td>
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<td>ATA 102</td>
<td>ATA 143</td>
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<tr>
<td>Introduction to Aviation</td>
<td>ATC Regulations *</td>
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<tr>
<td>ATA 132</td>
<td>ATA 233</td>
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<td>Technical Writing *</td>
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<td>depending upon placement)</td>
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### Second Year

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<tr>
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<td>ATC 147</td>
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<tr>
<td>ATC Flight Procedures *</td>
<td>Pilot/Controller Techniques *</td>
</tr>
<tr>
<td>ATP 235</td>
<td>ATC 325</td>
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<tr>
<td>Elements of Weather</td>
<td>Pilot Weather Briefing *</td>
</tr>
<tr>
<td>COMM 235</td>
<td>Natural Science Selective w/Lab (4) *</td>
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<td>Small Group Communication</td>
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<tr>
<td>CIS 110</td>
<td>ECON 201</td>
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<tr>
<td>Computer Concepts *</td>
<td>Microeconomics *</td>
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<tr>
<td>PHIL 101</td>
<td>Fine Arts Selective</td>
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<td>Intro to Logic</td>
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<tr>
<td>(Or PHIL 201 or PHIL 301)</td>
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### Third Year

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<td>ATC Radar Proced/Lab (4)*</td>
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<td>ATA 331</td>
<td>ATC 250</td>
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<td>ATC Basics</td>
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### Third Year

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<td>Integrated Radar Procedures</td>
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<td>GER</td>
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<tr>
<td>Natural Science Selective</td>
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<tr>
<td>16 Credits</td>
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</table>

* Check catalog for placement scores, prerequisites, co-requisites, or for courses requiring departmental approval.

Changing the course sequence above may delay graduation, as some courses are only offered once a year.
RE: Air Traffic Control (ATC) minor

A need has been identified by Air Traffic Control (ATC) faculty, and the Aviation Technology Director to create a minor in Air Traffic Control. The creation of this minor is facilitated by several factors, detailed below. However, first a brief analysis and background of the situation is provided. During the past six years, the ATC program has experienced unprecedented growth, as the Federal Aviation Administration (FAA) announced the need to hire over 11,000 controllers in the ten year period beginning in 2004. The FAA is the primary employer of our graduates. At the time, only 14 programs existed from which to hire College Training Initiative (CTI) graduates, and the FAA had limited their hiring to that source and only one other. As a result, existing programs were flooded with applicants. Indeed, UAA was forced to limit the number of students it could accept during 2006 and 2007 academic years. In 2006, the FAA opened up their hiring to Public Notices (PUBNAT) or general public applications. Additionally, the FAA increased the number of certified CTI schools from 14 to the current number of 36. As a result, hiring of our students has slowed in the past two years, and we anticipate a great drop in students as the FAA decreases their hiring to approximately 950 for the next five years, and then approximately 150 per year for the foreseeable future. We anticipate a further decrease in student numbers as 2015 approaches. Creating an ATC minor thus serve the needs of both the university and its students in several ways, detailed below.

- Students: The creation of an ATC minor will serve students in many ways. First, it will provide a portal to an entry-level with the FAA as an air traffic controller, as students with the ATC minor will qualify for hire under the CTI program, as long as they have a Bachelor's Degree in an Aviation-related field, such as Aviation Management or Professional Piloting. In future years, the FAA again anticipates hiring only CTI graduates, or former military controllers, so students with our credential will have an opportunity for a select, lucrative career. Additionally, the creation of a minor will ensure these students are prepared for jobs outside of the FAA, which our current AAS degree does not do as effectively. Finally, students with degrees in computer programming, management, or various others, while they cannot be recommended for hire by the FAA in the air traffic control field, will have an attractive and unique skill set to offer future employers, especially those in other aviation jobs (including those with the FAA), defense contractor jobs, and the legal professions.
• Program: The factors detailed above have created a situation that requires the ATC faculty and program to reevaluate their goals and needs. Creating an ATC minor will guarantee a reasonable amount of students during the ten years that the FAA will be hiring a limited amount of air traffic controllers by making the program more attractive to a wider audience, who may view it as enhancing their job skills in other categories, such as computer programming, piloting, aviation management, public policy, government, and justice. Indeed, completion of the ATC minor will offer students a unique credential, not currently widely available.

• Division: The ATC minor will benefit the Aviation Technology Division through providing a convenient transition to existing students in the Management or Professional Piloting Options who may wish to pursue an air traffic control option, which will both make them more attractive candidates to potential employers, and allow them to pursue employment with the FAA, should the opportunity arise.

• University: The ATC minor will allow benefit UAA by allowing the continuation of a nationally recognized, highly ranked program during a time of limited hiring. UAA has enjoyed a reputation for excellence in the industry, and our graduates have generally been well received throughout the FAA. The creation of the ATC minor will allow the program to continue during the time of decreased hiring. Additionally, creating an ATC minor will allow students from across the university the potential to add a unique credential to their resume. Again, this option should be particularly attractive to those students pursuing degrees in computing, technology, justice, and government.

Detailed information regarding the required courses and other specifics of the minor are included in the following course catalog copy.
1a. School or College  
CT CTC

1b. Division  
AAVI Division of Aviation

1c. Department  
ATC

2. Complete Program Title/Prefix  
Minor, Air Traffic Control

3. Type of Program  
Undergraduate: or Graduate:  
Other: specify type in box 2

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: ATD

Initiator Name (typed): Sharon LaRue  
Initiator Signed Initials: _________

Date:________________

6b. Coordination Email submitted to Faculty Listserv (uaa-faculty@lists.uaa.alaska.edu)  
Date: 11/10/10

6c. Coordination with Library Liaison  
Date: 11/10/10

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

8. Justification for Action  
A need for a minor in Air Traffic Control has been identified. The attached cover memo documents the reasons for creating this minor.
Minor, Air Traffic Control

Students majoring in another discipline or Aviation degree who wish to minor in Air Traffic Control (ATC) must complete the following requirements. A total of 22 credits is required for the minor, 6 credits must be upper division. Students completing the ATC minor will be eligible for recommendation for hire as an air traffic controller under the Federal Aviation Administration (FAA) College Training Initiative (CTI) program. Completion of the ATC minor does not guarantee hire by the FAA.

Special considerations:

UAA has no restrictions on age or physical condition of students. However, students desiring employment with the FAA should be aware of employment requirements:
1. Medical Certificate is required as depicted in FAR 65.49 and 67 Subpart C.
2. Thirty-year-old maximum age restriction for students anticipating employment in terminal or en route options.
3. For employment considerations with the FAA, students must receive a PASS score on the Air Traffic-Selection and Training (ATSAT) examination administered by the FAA. The examination provides a systematic process for continued enhancement of air traffic selection and training by testing candidates for recognition and cognitive skills required in the air traffic specialty and to identify the “composite controller.”

Advising

All students must meet with an academic advisor in the ATD prior to beginning any program of study and are encouraged to meet 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. Degree check sheets are available in the Aviation Technology Division office.

Federal Aviation Administration (FAA) Recommendation for Employment
1. To be eligible for FAA employment, student must achieve a C or better in all Air Traffic Control-specific courses: ATC A143, ATC A144, ATC A147, ATC A241/L, ATC A242/L, ATC A243/L.
2. In order to advance to 200 level ATC classes (ATC 241/L, ATC A242/L, ATC A243/L) students must have a C or better in ATC A143, ATC A144, ATC A147.
3. Students may repeat ATC A143, ATC A144, and ATC A147 only once due to performance.
Students must complete the following courses. Students may request prior approval of other Aviation Technology courses.

Complete the following courses:

- ATC A143 ATC Regulations (3)
- ATC A144 ATC Flight Procedures (3) or
- ATC A147 Pilot/Controller Techniques (3)
- ATP A116 Instrument Ground (3)
- ATC A325 Tools for Weather Briefing (3)
- ATP A235 Elements of Weather (3)
- ATC A440 Facility Operations and Administration (3) or
- ATP A492 Air Transportation System Seminar (3)

One of the following course pairs:

- ATC A241 Control Tower Operations (3) and
  ATC A241L Control Tower Operations Lab (1)
  or
- ATC A242 ATC Terminal Radar Procedures (3) and
  ATC A242L ATC Terminal Radar Procedures Lab (1)
  or
- ATC A243 ATC En Route Procedures (3) and
  ATC A243L ATC En Route Procedures Lab (1)

FACULTY
Michael Buckland, Assistant Professor, AFMPB@uaa.alaska.edu
Rocky Capozzi, Director, AFRPC@uaa.alaska.edu
Dave Cushwa, Assistant Professor, AFDJC@uaa.alaska.edu
James Derry, Assistant Professor, AFJSD@uaa.alaska.edu
Paul Herrick, Professor, AFPEH@uaa.alaska.edu
Allen Hoffman, Assistant Professor, AFACH@uaa.alaska.edu
Sharon LaRue, Associate Professor, AFSLL@uaa.alaska.edu
Mark Madden, Professor, AFMEM@uaa.alaska.edu
Lou Nagy, Professor, AFLN@uaa.alaska.edu
1a. School or College  
CT CTC

1b. Division  
AAVI Division of Aviation

1c. Department  
ATC

2. Complete Program Title/PREFIX  
Associate Applied Science, Air Traffic Control

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

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

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

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

6b. Coordination Email submitted to Faculty Listserv (uaa-faculty@lists.uaa.alaska.edu)  
Date: 11/10/10

6c. Coordination with Library Liaison  
Date: 11/10/10

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

8. Justification for Action  
Faculty and industry identified need to combine knowledge from all previous ATC courses, concentrating on areas where the courses overlap and discussing the reasons for such overlap, as well as applying capstone knowledge.

Initiator (faculty only)  
Sharon LaRue  
Initiator (TYPE NAME)  

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

☐ Approved  ☐ Disapproved  Undergraduate/Graduate Academic  
Board Chairperson  
Date

☐ Approved  ☐ Disapproved  Provost or Designee  
Date

Curriculum Committee Chairperson  
Date
Associate of Applied Science,  
Air Traffic Control  

Program Description and Outcomes  
ATC professionals utilize knowledge of aircraft operating limitations and performance, weather and atmospheric processes, radar theory and radar systems, federal regulations, the US air traffic control system, as well as navigation methods within the National Airspace System. The AAS degree prepares students for the technical requirements of the air traffic control profession, and for entry into the FAA Academy. At the completion of this program, students will be able to:  

1. Demonstrate knowledge of aircraft operating limitations and performance, including methods of air and ground navigation within the National Airspace System.  
2. Demonstrate knowledge of weather and atmospheric processes and how weather phenomenon affects aviation operations.  
3. Demonstrate knowledge of the relationship between federal regulations, FAA publications, and the U.S. air traffic control system.  
4. Demonstrate knowledge of fundamentals of aircraft separation in radar, non-radar, and terminal environments, as well as operating techniques of ATC facilities in visual and instrument conditions.  

Admission Requirements  
Satisfy Associate Degree Admission Requirements in Chapter 7, Academic Standards and Regulations.  

Special Considerations  
UAA has no restrictions on age or physical condition of students. However, students desiring employment with the FAA should be aware of employment requirements:  
1. Medical Certificate is required as depicted in FAR 65.49 and 67 Subpart C.  
2. Thirty-year-old maximum age restriction for students anticipating employment in terminal or en route options.  
3. For employment considerations with the FAA, students must receive a PASS score on the Air Traffic-Selection and Training (ATSAT) examination administered by the FAA. The examination provides a systematic process for continued enhancement of air traffic selection and training by testing candidates for recognition and cognitive skills required in the air traffic specialty and to identify the “composite controller.”
Advising
All students must meet with an academic advisor in the ATD prior to beginning any program of study and are encouraged to meet 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. Degree check sheets are available in the Aviation Technology Division office.

Federal Aviation Administration
(FAA) Recommendation for Employment
1. To be eligible for FAA employment, student must achieve a C or better in all Air Traffic Control-specific courses: ATC A143, ATC A144, ATC A147, ATC A241/L, ATC A242/L, ATC A243/L.
2. In order to advance to 200 level ATC classes (ATC 241/L, ATC A242/L, ATC A243/L) students must have a C or better in ATC A143, ATC A144, ATC A147.
3. Students may repeat ATC A143, ATC A144, and ATC A147 only once due to performance.

General University Requirements
Complete the General University Requirements for Associate of Applied Science Degrees located at the beginning of this chapter.

General Course Requirements
Complete the Associate of Applied Science General Course Requirements located at the beginning of this chapter. ENGL A212 is recommended. Any English course used to satisfy the humanities General Education Requirement must be different from the written communications requirement and have a course number higher than ENGL A111.

Major Requirements
1. Complete the following required courses:
   - ATA A102  Introduction to Aviation Technology  3
   - ATA A132  History of Aviation  3
   - ATC A143  ATC Regulations  3
   - ATC A144  ATC Flight Procedures  3
   - ATC A147  Pilot/Controller Techniques  3
   - ATC A241  Control Tower Operations  3
   - ATC A241L Control Tower Operations Lab  1
   - ATC A242  ATC Terminal Radar Procedures  3
   - ATC A242L ATC Terminal Radar Procedures Lab  1
   - ATC A243  ATC En Route Procedures  3
   - ATC A243L ATC En Route Procedures Lab  1
   - ATP A325  Tools for Weather Briefing  3
   - ATP A100  Private Pilot Ground School  3
   - ATP A235  Elements of Weather  3
One of the following:  
ATA A133  Aviation Law and Regulations (3)  
ATA A134  Principles of Aviation Administration (3)

One of the following:  
ATA A233  Aviation Safety (3)  
ATP A231  Search, Survival, and Rescue (3)  
ATP A232  Advanced Aviation Navigation (3)

*One of the following:  
MATH A105  Intermediate Algebra (3) *(Note: prerequisite)*  
MATH A107  College Algebra (4) *(Note: prerequisite)*  
MATH A108  Trigonometry (3) *(Note: prerequisite)*  
MATH A172  Applied Finite Mathematics (3) *(Note: prerequisite)*  
MATH A200  Calculus I (4) *(Note: prerequisite)*  
MATH A272  Applied Calculus (3) *(Note: prerequisite)*

One of the following not already taken:  
ATA A133, ATA A134, ATA A233, ATA A331, ATA A425, ATP A231, ATP A232

*Courses may be used to fulfill the Associate of Applied Science General Degree Requirements.*

2. A total of 60 – 61 credits are required for the degree.

3. See the Aviation Technology Division advisor for appropriate sequence of courses.
Associate of Applied Science, 
Air Traffic Control 

Program Description and Outcomes 
ATC professionals utilize knowledge of aircraft operating limitations and performance, weather and atmospheric processes, radar theory and radar systems, federal regulations, the US air traffic control system, as well as navigation methods within the National Airspace System. The AAS degree prepares students for the technical requirements of the air traffic control profession, and for entry into the FAA Academy. At the completion of this program, students will be able to:

1. Demonstrate knowledge of aircraft operating limitations and performance, including methods of air and ground navigation within the National Airspace System.
2. Demonstrate knowledge of weather and atmospheric processes and how weather phenomenon affects aviation operations.
3. Demonstrate knowledge of the relationship between federal regulations, FAA publications, and the U.S. air traffic control system.
4. Demonstrate knowledge of fundamentals of aircraft separation in radar, non-radar, and terminal environments, as well as operating techniques of ATC facilities in visual and instrument conditions.

Admission Requirements
Satisfy Associate Degree Admission Requirements in Chapter 7, Academic Standards and Regulations.

Special Considerations
UAA has no restrictions on age or physical condition of students. However, students desiring employment with the FAA should be aware of employment requirements:

1. Medical Certificate is required as depicted in FAR 65.49 and 67 Subpart C.
2. Thirty-year-old maximum age restriction for students anticipating employment in terminal or en route options.
3. For employment considerations with the FAA, students must receive a PASS score on the Air Traffic-Selection and Training (ATSAT) examination administered by the FAA. The examination provides a systematic process for continued enhancement of air traffic selection and training by testing candidates for recognition and cognitive skills required in the air traffic specialty and to identify the “composite controller.”
Advising
All students must meet with an academic advisor in the ATD prior to beginning any program of study and are encouraged to meet 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. Degree check sheets are available in the Aviation Technology Division office.

Federal Aviation Administration (FAA) Recommendation for Employment
1. To be eligible for FAA employment, student must achieve a C or better in all Air Traffic Control-specific courses: ATC A143, ATC A144, ATC A147, ATC A241/L, ATC A242/L, ATC A243/L.
2. In order to advance to 200 level ATC classes (ATC 241/L, ATC A242/L, ATC A243/L) students must have a C or better in ATC A143, ATC A144, ATC A147.
3. Students may repeat ATC A143, ATC A144, and ATC A147 only once due to performance.

General University Requirements
Complete the General University Requirements for Associate of Applied Science Degrees located at the beginning of this chapter.

General Course Requirements
Complete the Associate of Applied Science General Course Requirements located at the beginning of this chapter. ENGL A212 is recommended. Any English course used to satisfy the humanities General Education Requirement must be different from the written communications requirement and have a course number higher than ENGL A111.

Major Requirements
1. Complete the following required courses:
   - ATA A102 Introduction to Aviation Technology 3
   - ATA A132 History of Aviation 3
   - ATC A143 ATC Regulations 3
   - ATC A144 ATC Flight Procedures 3
   - ATC A147 Pilot/Controller Techniques 3
   - ATC A241 Control Tower Operations 3
   - ATC A241L Control Tower Operations Lab 1
   - ATC A242 ATC Terminal Radar Procedures 3
   - ATC A242L ATC Terminal Radar Procedures Lab 1
   - ATC A243 ATC En Route Procedures 3
   - ATC A243L ATC En Route Procedures Lab 1
   - ATC A250 Comprehensive ATC Overview 3
   - ATC A325 Tools for Weather Briefing 3
   - ATP A100 Private Pilot Ground School 3
ATP A235  Elements of Weather  3

One of the following:  3
ATA A133  Aviation Law and Regulations (3)
ATA A134  Principles of Aviation Administration (3)

One of the following  3
ATA A233  Aviation Safety (3)
ATP A231  Search, Survival, and Rescue (3)
ATP A232 A  Advanced Aviation Navigation (3)

*One of the following  3-4
MATH A105  Intermediate Algebra (3) (Note: prerequisite)
MATH A107  College Algebra (4) (Note: prerequisite)
MATH A108  Trigonometry (3) (Note: prerequisite)
MATH A172  Applied Finite Mathematics (3)  
(Note: prerequisite)
MATH A200  Calculus I (4) (Note: prerequisite)
MATH A272  Applied Calculus (3) (Note: prerequisite)

One of the following not already taken:  3

*Courses may be used to fulfill the Associate of Applied Science General Degree Requirements.

2. A total of 60–61–62-63 credits are required for the degree.

3. See the Aviation Technology Division advisor for appropriate sequence of courses.
## 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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| Initiator Name (typed): | Lynn Koshiyama |

| Initiator Signed Initials: | Date: |

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<tbody>
<tr>
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<th>13b. Coordination Email</th>
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| 13c. Coordination with Library Liaison | Date: 01/20/2011 |

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<th>14. General Education Requirement</th>
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<tr>
<td>Mark appropriate box:</td>
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<tr>
<td>Oral Communication</td>
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<td>Natural Sciences</td>
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<tr>
<td>Integrative Capstone</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>15. Course Description (suggested length 20 to 50 words)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provides an overview of what bookkeepers do and the role they provide to a small business. Includes basic accounting and bookkeeping practices in reconciliation of back accounts, payroll, payroll taxes, application for federal identification numbers, state esc numbers, business licenses, quarterly and annual reports, accounts receivable, depreciation, inventory, financial statements, and income taxes. Special Note: Does not satisfy any degree requirements, even as an elective.</td>
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<table>
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<th>16a. Course Prerequisite(s) (list prefix and number)</th>
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<th>16c. Co-requisite(s) (concurrent enrollment required)</th>
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| 18. Mark if course is a selected topic course |

<table>
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<tr>
<th>19. Justification for Action</th>
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<tr>
<td>This course was offered only at Mat-Su College as part of the Workforce Development program that no longer exists.</td>
</tr>
<tr>
<td>Initiator (faculty only)</td>
</tr>
<tr>
<td>--------------------------</td>
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<tr>
<td>Lynn Koshiyama</td>
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93
**Proposal to Initiate, Add, Change, or Delete a Course**

<table>
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<th>1a. School or College</th>
<th>1b. Division</th>
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<tr>
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<th>3. Course Number</th>
<th>4. Previous Course Prefix &amp; Number</th>
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<th>5b. Contact Hours</th>
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<td>(2+3)</td>
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**Complete Course Title**

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

**Phlebotomy Procedures**

**Course Description**

Introduces concepts, procedures and equipment used in phlebotomy. Topics include: infection control, laboratory safety, specimen requisitioning, blood collection and handling techniques, quality assurance, communications and professionalism. Prepares students for phlebotomy practicum.

**Type of Course**

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

**Type of Action:**

- Add
- Change
- Delete

**Registration Restrictions**

- None

**Repeat Status No**

- # of Repeats
- Max Credits

**Grading Basis**

- A-F
- P/NP
- NG

**Implementation Date**

- Semester/year
- Fall 2011
- 9999

**Cross Listed with**

- n/a

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

- No

**Mark if course has fees**

- Yes

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

- Yes

**Justification for Action**

Students that do not have the appropriate reading and writing skills have not been successful in the course. Adding the registration restriction will ensure that students have the skills prior to enrollment in the course.

---

**Initiator Name (typed):** Heidi Mannion

**Initiator Signed Initials:** ________

**Date:** __________

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

<table>
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<th>Chair/Coordinator Contacted</th>
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<td>11-2-10 Heidi Mannion</td>
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<tr>
<td>2. OEC Phlebotomy</td>
<td>204</td>
<td>11-2-10 Heidi Mannion</td>
</tr>
<tr>
<td>3. OEC Clinical Assistant</td>
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<td>11-2-10 Heidi Mannion</td>
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**Initiator Email**

Heidi Mannion

**Date:** 11-2-10

**14. General Education Requirement**

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<td>Integrative Capstone</td>
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**Course Description (suggested length 20 to 50 words)**

Introduces concepts, procedures and equipment used in phlebotomy. Topics include: infection control, laboratory safety, specimen requisitioning, blood collection and handling techniques, quality assurance, communications and professionalism. Prepares students for phlebotomy practicum.

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

None

**Test Score(s)**

None

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

None

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

PRPE A086 with a minimum grade of C or appropriate placement scores and departmental approval.

**Mark if course has fees**

- Yes

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

- Yes

**Justification for Action**

Students that do not have the appropriate reading and writing skills have not been successful in the course. Adding the registration restriction will ensure that students have the skills prior to enrollment in the course.

---

**Initiator (faculty only)**

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**Initiator (TYPE NAME)**

Heidi Mannion

**Date:** __________
I. Course Description
Introduces concepts, procedures and equipment used in phlebotomy. Topics include: infection control, laboratory safety, specimen requisitioning, blood collection and handling techniques, quality assurance, communications and professionalism. Prepares students for phlebotomy practicum.

II. Course Design
A. The course is designed for students enrolled in the Occupational Endorsement Certificates, Phlebotomist and Clinical Assistant; but is open to students interested in learning phlebotomy techniques.
B. Number of Credits: 3
C. Total time of student involvement: 135 hours
   1) Lecture-30 hours
   2) Lab-45 hours
   3) Outside work expected-60 hours
D. Required for an Occupational Endorsement Certificates, Phlebotomist and Clinical Assistant; selective for AAS in Medical Assisting.
E. Special fees are assessed to defray the cost of materials consumed in the student laboratory.
F. May be offered as open entry, individualized course. May be completed in any time frame but not less than four weeks.
G. This is a revised course.
H. Coordination with list serve and Medical Assisting.
I. Course level justification: Introductory course.

III. Course Activities
Course is conducted in a lecture/laboratory format, including discussions, simulations, demonstrations, role-playing and student demonstration of required competencies. Sections offered by distance delivery utilize web-based curriculum for the didactic material and performance objectives are completed at local clinical facilities under the guidance of a mentor.

IV. Course Prerequisites
A. None.
B. Registration restrictions-PRPE A086 with a minimum grade of C or appropriate placement scores and departmental approval.

V. Course Evaluation
A. Grading is A-F.
B. Grades are based on written or computerized exams, performance objectives and core abilities.
C. Specific grading criteria will be discussed in the beginning of the course.
VI. **Course Outline**

1.0 Campus and Classroom Safety
2.0 Phlebotomy and Healthcare Setting
   2.1 Professionalism
      2.1.1 Ethics
      2.1.2 Certification
      2.1.3 Continuing Education
   2.2 Effective Communication
   2.3 Cultural Responsiveness
   2.4 Telephone Communication
   2.5 Hospital and Clinical Laboratory Organization
   2.6 Laboratory Personnel
   2.7 Clinical Laboratory Improvement Amendment
   2.8 Reimbursement and Third-Party Payers
3.0 Quality Assurance and Legal Issues
4.0 Laboratory Safety
   4.1 Infection Control Methods
      4.1.1 Handwashing
      4.1.2 Personal Protective Equipment
      4.1.3 Isolation Procedures
   4.2 Bloodborne Pathogens Standard
   4.3 Electrical Safety
   4.4 Fire Safety
   4.5 Chemical Safety
   4.6 Radiation Safety
   4.7 Ergonomics
   4.8 Stress Management
5.0 Medical Terminology
6.0 Anatomy and Physiology
   6.1 Levels of Organization in the Human Body
   6.2 Organ Systems
   6.3 Homeostasis
7.0 Circulatory System
   7.1 Structures of the Heart
   7.2 Physiology of the Heart
   7.3 Physiology of the Circulation
   7.4 Circulatory Pathways
8.0 Blood Collection Equipment
9.0 Venipuncture Procedures
10.0 Preanalytical Variables and Complications
11.0 Skin Puncture Procedures
12.0 Special Blood Collection Procedures
13.0 Collection, Preservation and Storage of Non-Blood Specimens
   13.1 Random and Mid-stream Clean Catch Urine Collection
   13.2 Timed Urine Collection
   13.3 Urine Collection for Drug Screening
   13.4 Throat Swab
   13.5 Fecal
   13.6 Semen
14.0 Point-of-Care Testing
15.0 Computers and Specimen Handling
VII. **Recommended Text**

**Recommended Resources**
Medical Training Solutions, University of Washington Department of Lab Medicine:
www.medtraining.org
- Introduction to the Clinical Laboratory tutorial
- Phlebotomy tutorials: Basic, Pediatric and Advanced
- Safety tutorials: Ergonomic, Fire, Electrical, Biosafety, Infection Control and Patient Safety
- Phlebotomy procedure tutorials: Venipuncture, Skin Puncture, Blood Culture and Patient Identification

VIII. **Bibliography**

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

A. **Instructional Goals:** Provides students with the foundational knowledge and skills necessary to safely collect quality blood and non-blood specimens for analysis during their phlebotomy practicum.

B. **Student Assessment:** Core abilities and performance objectives scores are based on faculty observation of the behavior or techniques in the classroom or student laboratory. Mentors observe distance students’ behavior and techniques at the clinical facility.
| **Student Outcomes**  
*After successful completion of this course, students will be able to:* | **Assessment Procedures**  
*To be assessed by one or more of the following:* |
|---|---|
| Identify and adhere to infection control and safety practices. | Written or computerized exams  
Performance objectives |
| Demonstrate knowledge of anatomical positions and the circulatory system. | Written or computerized exam |
| Demonstrate professional conduct, effective communication and cultural responsiveness, recognizing the possible legal implications. | Core abilities |
| Demonstrate an understanding of test requisitioning. | Written or computerized exams  
Performance objectives |
| Select the appropriate equipment, supplies and containers for collection of blood and non-blood specimens. | Written or computerized exams  
Performance objectives |
| Select the appropriate site and demonstrate the proper technique for collecting and handling blood specimens. | Performance objectives |
| Identify factors that affect specimen collection procedures and test results, and take appropriate actions within predetermined limits when applicable. | Written or computerized exams  
Case studies |
| Collect or provide instructions for collecting and handling non-blood specimens. | Written or computerized exams  
Case studies  
Performance objectives |
## Course Action Request

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

### 1. School or College  
CT CTC  

### 2. Course Prefix  
MEDT

### 3. Course Number  
A102

### 4. Previous Course Prefix & Number  
NA

### 5. Credits/CEUs  
2 credits

### 6. Complete Course Title  
Urinalysis for Clinical Assistants  
Urinalysis-Clinical Assistant

### 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  
☐ Max Credits

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

### 11. Implementation Date  
From: Spring/2011  
To: /9999

### 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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Initiator Name (typed): Heidi Mannion  
Initiator Signed Initials: _______  
Date: __________

### 13b. Coordination Email  
Date: 11-2-10  
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

### 13c. Coordination with Library Liaison  
Date: NA

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

### 15. Course Description (suggested length 20 to 50 words)  
Covers physical, chemical, and microscopic analysis of urine at the clinical assistant level.

### 16a. Course Prerequisite(s) (list prefix and number)  
Grade of C or Better in MEDT A101

### 16b. Test Score(s)  
n/a

### 16c. Co-requisite(s) (concurrent enrollment required)  
n/a

### 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  
Course no longer required for OEC Clinical Assistant.

Initiator (faculty only)  
Heidi Mannion  
Initiator (TYPE NAME)

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

☐ Approved  
☐ Disapproved  
Undergraduate/Graduate Academic  
Date

☐ Approved  
☐ Disapproved  
Board Chairperson  
Date

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Date
### Course Action Request

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

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6. **Complete Course Title**  
Hematology for Clinical Assistants  
Hematology-Clinical Assistant  
Abbreviated Title for Transcript (30 character)

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<th># of Repeats</th>
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<td>A-F</td>
<td>semester/year</td>
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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.  
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<th>Date:</th>
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13b. **Coordination Email**  
Date: 11-2-10  
submitted to Faculty Listserv: [uaa-faculty@lists.uaa.alaska.edu](mailto:uaa-faculty@lists.uaa.alaska.edu)

13c. **Coordination with Library Liaison**  
Date: NA

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

15. **Course Description** *(suggested length 20 to 50 words)*  
Covers specimen collection, reagent preparation, quality control, and testing of hematology and coagulation specimens at the clinical assistant level.

16a. **Course Prerequisite(s)** *(list prefix and number)*  
Grade of C or Better in MEDT A101

16b. **Test Score(s)**  
n/a

16c. **Co-requisite(s) (concurrent enrollment required)**  
n/a

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**  
Course no longer required for OEC Clinical Assistant

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<tr>
<th>1a. School or College</th>
<th>CT CTC</th>
<th>1b. Division</th>
<th>AHLS Division of Health Safety</th>
<th>1c. Department</th>
<th>MEDT</th>
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<td>3. Course Number</td>
<td>A104</td>
<td>4. Previous Course Prefix &amp; Number</td>
<td>NA</td>
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<td>5b. Contact Hours</td>
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<tr>
<td>6. Complete Course Title</td>
<td></td>
<td>Clinical Chemistry for Clinical Assistants \ Chemistry-Clinical Assist. \ Abbreviated Title for Transcript (30 character)</td>
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<td>7. Type of Course</td>
<td>☒ Academic</td>
<td>Preparatory/Development</td>
<td>Non-credit</td>
<td>CEU</td>
<td>Professional Development</td>
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<td>Credits</td>
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<td>Grading Basis</td>
<td>Course Description</td>
<td>Test Score Prerequisites</td>
<td>Co-requisites</td>
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<td>Grade</td>
<td>Contact Hours</td>
<td>Repeat Status</td>
<td>Cross-Listed/Stacked</td>
<td>Course Description</td>
<td>Test Score Prerequisites</td>
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<tr>
<td>9. Repeat Status No</td>
<td># of Repeats</td>
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<td>☒ A-F</td>
<td>P/NP</td>
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<td>semester/year</td>
<td>From: Spring/2011</td>
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<td>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 <a href="http://www.uaa.alaska.edu/governance">www.uaa.alaska.edu/governance</a>.</td>
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<td>Initiator Name (typed): Heidi Mannion</td>
<td>Initiator Signed Initials: _________</td>
<td>Date: __________</td>
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<tr>
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<td>14. General Education Requirement</td>
<td>Mark appropriate box:</td>
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<td>Oral Communication</td>
<td>Written Communication</td>
<td>Quantitative Skills</td>
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<td>Fine Arts</td>
<td>Social Sciences</td>
<td>Natural Sciences</td>
<td>Integrative Capstone</td>
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<tr>
<td>15. Course Description (suggested length 20 to 50 words)</td>
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<td></td>
<td>Covers specimen collection, reagent preparation, quality control, and testing of clinical chemistry specimens at the clinical assistant level.</td>
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<td>16a. Course Prerequisite(s) (list prefix and number)</td>
<td>Grade of C or Better in MEDT A101</td>
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<td>18.</td>
<td>Mark if course is a selected topic course</td>
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<td>19. Justification for Action</td>
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Course Action Request  
University of Alaska Anchorage  
Proposal to Initiate, Add, Change, or Delete a Course

1a. School or College  
CT CTC

1b. Division  
AHLS Division of Health Safety

1c. Department  
MEDT

2. Course Prefix  
MEDT

3. Course Number  
A132

4. Previous Course Prefix & Number  
NA

5a. Credits/CEUs  
3 credits

5b. Contact Hours  
(Lecture + Lab) (2+2)

6. Complete Course Title  
Introduction to Laboratory Medicine

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  ☐ Course Description  ☐ Co-requisites  ☐ Test Score Prerequisites  ☐ Registration Restrictions  ☐ Class  ☐ Level  ☐ College  ☐ Major  ☑ Other Outline and Outcomes (please specify)

9. Repeat Status No  
# of Repeats  Max Credits

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

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

12. ☐ Cross Listed with  ☑ Stacked with MEDT A133  Cross-Listed Coordination

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

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

13b. Coordination Email  
Date: 11-2-10

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

13c. Coordination with Library Liaison  
Date: NA

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 the basic terms, concepts, procedures, and equipment used in a clinical laboratory. Topics include: professional ethics, regulatory agencies, laboratory safety, phlebotomy, specimen processing, measurements and calculations, laboratory information systems and quality assurance.

16a. Course Prerequisite(s) (list prefix and number)  
Minimum grade of C in all: (CHEM A103/L or CHEM A105/L), BIOL A111 and (CIS A105 or CIS A110).

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)  
Departmental approval

17. ☑ Mark if course has fees

18. ☐ Mark if course is a selected topic course

19. Justification for Action  
Prerequisites are being added to provide the foundational knowledge necessary for students to successfully complete the course. The outline and outcomes are being revised to reflect recommended course revisions.

Initiator Name (typed): Heidi Mannion  
Initiator Signed Initials: _________  Date:________________

1a. School or College  
CT CTC

1b. Division  
AHLS Division of Health Safety

1c. Department  
MEDT

Heidi Mannion  
Initiator (TYPE NAME)

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

☑ Approved  ☐ Disapproved  Provost or Designee  Date

☑ Approved  ☐ Disapproved  Undergraduate/Graduate Academic  Date

☑ Approved  ☐ Disapproved  Board Chairperson  Date

☑ Approved  ☐ Disapproved  Department Chairperson  Date

102
I. Course Description
Introduces the basic terms, concepts, procedures, and equipment used in a clinical laboratory. Topics include: professional ethics, regulatory agencies, laboratory safety, phlebotomy, specimen processing, measurements and calculations, laboratory information systems and quality assurance.

II. Course Design
A. Provides students with basic knowledge and practical skills in general laboratory procedures prior to enrolling in core curriculum.
B. Number of credits 3
C. Total time of student involvement- 135 hours
   1) Lecture- 2 hours per week for a total of 30 hours
   2) Lab- 2 hours per week for a total of 30 hours
   3) Outside work expected- 75 hours total
D. This course is required for the Associate of Applied Sciences in Medical Laboratory Technology and the Bachelor of Science in Medical Technology.
E. A fee will be charged to cover consumable items used in the student laboratory and site license fees for tutorials.
F. May taught in any time frame but not less than three weeks.
G. This is not a new course.
H. Coordination with listserv.
I. Course level justification: Introduces basic concepts and techniques in clinical laboratory science.

III. Course Activities
Course is conducted in a lecture/lab format and will include class discussion, case studies, role-playing and the performance of specimen collection and specimen processing in the student laboratory.

IV. Course Prerequisites:
A. Prerequisites- Minimum grade of C in all: (CHEM A103/L or CHEM A105/L), BIOL A111 and (CIS A105 or CIS A110).
B. Registration Restriction- Departmental Approval

V. Course Evaluation:
A. Grading is A-F.
B. Grades are based on homework assignment, competency evaluations and written or computerized exams.
C. Specific grading criteria will be discussed in the beginning of the course.
VI. Course Curriculum:
1.0 Introduction to the Clinical Laboratory
   1.1 Personnel and Organizational Structure of the Laboratory
   1.2 Credentialing in the Laboratory
   1.3 Departments in the Clinical Laboratory
   1.4 Regulatory and Lab-related Organizations
   1.5 Legal Aspects of the Laboratory
   1.6 Medical Terminology
   1.7 Communication Skills for the Laboratorian
   1.8 Regulatory Issues for the Laboratorian
      1.8.1 Clinical Laboratory Improvement Amendments
      1.8.2 Health Insurance Portability and Accountability Act (HIPPA)
      1.8.3 Laboratory Compliance
2.0 Safety
   2.1 General Campus Safety
   2.2 Laboratory Safety
   2.3 Patient Safety
3.0 Phlebotomy Procedures
   3.1 Phlebotomy Equipment
   3.2 Anticoagulants and Other Tube Additives
   3.3 Types of Blood Specimens
   3.4 Venipuncture Techniques
      3.4.1 Order of Draw
      3.4.2 Multi-tube Collections
      3.4.3 Syringe Collections
   3.5 Capillary Blood Collection Techniques
      3.5.1 Order of Draw
      3.5.2 Newborn Metabolic Screening
      3.5.3 Point of Care Testing
      3.5.4 Blood Smear Preparation
   3.6 Pre-analytical and Physiological Variables of Phlebotomy
   3.7 Complications of Venipuncture
   3.8 Specimen Requirements for Common Laboratory Tests
      3.8.1 Quality Assurance for Phlebotomy
      3.8.2 Specimen Rejection Criteria
   3.9 Special Procedures for Blood Collection
4.0 Laboratory Measurements and Calculations
   4.1 Metric System
   4.2 International System of Units
   4.3 Significant Digits
   4.4 Temperature Conversions
   4.5 Ratios and Dilutions
   4.6 Calculating and Converting Reagent Concentrations
5.0 Water Quality and Glassware Standards
6.0 Laboratory Equipment
   6.1 Pipettes
   6.2 Balances
   6.3 Centrifuges
   6.4 Microscopes: Principles, Use and Care
7.0 Laboratory Information System Processes
8.0 Quality Assurance/Quality Control
8.1 Pre-analytical, Analytical, and Post-analytical Errors
8.2 Quality Control
8.3 Contents of Standard Operating Procedures
8.4 Statistics in the Clinical Laboratory
8.5 Proficiency Testing
8.6 Clinical Laboratory Improvement Amendments of 1988
8.7 Overview of the Total Quality Improvement Process

VII. Recommended Text:

Recommended Resources
Medical Training Solutions, University of Washington Department of Lab Medicine: www.medtraining.org
- Introduction to the Clinical Laboratory tutorial
- Phlebotomy tutorials: Basic, Pediatric and Advanced
- Safety tutorials: Ergonomic, Fire, Electrical, Biosafety, Infection Control and Patient Safety
- Phlebotomy procedure tutorials: Venipuncture, Skin Puncture, Blood Culture and Patient Identification
- Microscopy tutorial

VIII. Bibliography:

IX. Instructional Goals, Student Outcomes and Assessment Procedures
A. Instructional Goals: Provides students with the foundational knowledge and skills necessary to safely collect quality blood and non-blood specimens for analysis during their phlebotomy practicum.
B. Student Assessment: Core abilities and performance objectives scores are based on faculty observation of the behavior or techniques in the classroom or student laboratory. Mentors observe distance students’ behavior and techniques at the clinical facility.
**Student Outcomes**  
*After successful completion of this course, students will be able to:*

| Identify and adhere to infection control and safety practices. | Observation in the student laboratory  
Written/computerized exam |
<table>
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<tr>
<td>Recognize the role of regulatory and professional bodies in relation to the practice of medical laboratory science.</td>
<td>Written or computerized exam</td>
</tr>
</tbody>
</table>
| Behave professionally and communicate effectively in personal and patient interactions. Discuss stress management and the legal implications of this profession. | Observation during role playing  
Core abilities  
Written/computerized exam. |
| Recognize and apply principles related to the use of laboratory information systems in the clinical lab. | Observation in the student laboratory  
Written/computerized exam |
| Utilize proper equipment and acceptable procedures for requisitioning, collecting, transporting, receiving, and processing blood specimens using venipuncture and capillary techniques. | Written/computerized exams  
Competency evaluations |
| Identify factors that affect specimen collection procedures and test results, and take appropriate actions within predetermined limits when applicable. | Written/computerized exams  
Case studies |
| Demonstrate proper use of laboratory equipment and discuss quality control and preventative maintenance required for each piece of equipment. | Written/computerized exams  
Competency evaluations |
| Describe the components of the microscope and select the appropriate illumination system. Discuss the proper use, cleaning and storage of the microscope. | Written/computerized exams |
| Apply basic math skills including: metric and temperature conversions, significant figures and proportions and ratios. | Homework exercises  
Written/computerized exams. |
| Perform single and serial dilutions using serologic, volumetric and fixed or adjustable volume precision pipettes. | Observation in student laboratory  
Laboratory report |
| Calculate the mean, standard deviation and coefficient of variation and create a Levy-Jennings quality control chart with the data provided. | Homework assignment  
Written or computerized exam |
| Evaluate the acceptability of quality control data using confidence intervals and the Westgard Rules. Interpret Levy-Jennings charts for shifts, trends and random error. | Homework assignment  
Written or computerized 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>
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<tr>
<td>CT CTC</td>
<td>AHLS Division of Health Safety</td>
<td>MEDT</td>
</tr>
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2. Course Prefix: MEDT  
3. Course Number: A133

4. Previous Course Prefix & Number: NA  
5a. Credits/CEUs: 1 credit  
5b. Contact Hours (Lecture + Lab): (1+0)

6. Complete Course Title  
Basic Techniques in Laboratory Medicine  
Basic Techniques Lab Medicine  
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:

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<th>Course Description</th>
<th>Test Score Prerequisites</th>
<th>Course Prerequisites</th>
<th>Co-requisites</th>
<th>Registration Restrictions</th>
<th>Class</th>
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<th>College</th>
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9. Repeat Status No: # of Repeats: Max Credits

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

11. Implementation Date: Semester/year:  
- From: FALL/2011  
- To: /9999

12. [ ] Cross Listed with  
- [ ] Stacked with MEDT A132  
- [ ] Cross-Listed Coordination

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

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<th>Catalog Page(s) Impacted</th>
<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
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<td>2. BS Medical Technology</td>
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<td>11-2-10</td>
<td>Heidi Mannion</td>
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Initiator Name (typed): Heidi Mannion  
Initiator Signed Initials: _________  Date:________________

13b. Coordination Email:  
Date: 11-2-10  
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison:  
Date: NA

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 the basic terms, concepts, procedures, and equipment used in a clinical laboratory. Topics include: laboratory measurements and calculations, laboratory information systems and quality assurance.

16a. Course Prerequisite(s) (list prefix and number):  
Minimum grade of C in all: MEDT A101, (CHEM A103/L or CHEM A105/L), BIOL A111 and (CIS A105 or CIS A110).

16b. Test Score(s):  
None

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

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

16e. Registration Restriction(s) (non-codable):  
Departmental approval. MEDT A101 prerequisite may be waived with documented experience in phlebotomy as assessed by faculty.

17. [X] Mark if course has fees

18. [ ] Mark if course is a selected topic course

19. Justification for Action:  
Prerequisites are being added to provide the foundational knowledge necessary for students to successfully complete the course. The outline and outcomes are being revised to reflect recommended course revisions.
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I. **Course Description**
Introduces the basic terms, concepts, procedures, and equipment used in a clinical laboratory. Topics include: laboratory measurements and calculations, laboratory information systems and quality assurance.

II. **Course Design**
A. Designed for students who have a background in phlebotomy procedures.
B. Number of Credits 1
C. Total time of student involvement- 45 hours
   1) Lecture- 15 hours
   2) Outside work expected 30 hours
D. This course in combination with MEDT A101 or phlebotomy certification is equivalent to MEDT A132, which is required for the AAS in Medical Laboratory Technology and the BS in Medical Technology.
E. Special fees are assessed to cover the cost of laboratory consumables and the site license fee for tutorials.
F. May be offered as open entry, individualized course. May be taught in any time frame but not less than three weeks.
G. This is a new course.
H. Coordination with listserv.
I. Course level justification: Introduces basic concepts and techniques in clinical laboratory science.

III. **Course Activities**
Course is conducted in a lecture/lab format and will include class discussion, case studies, role-playing and utilization of basic laboratory equipment in the student laboratory. Students will join MEDT A132 after the phlebotomy unit has been completed.

IV. **Course Prerequisites:**
A. Prerequisites- Minimum grade of C in all: MEDT A101, (CHEM A103/L or CHEM A105/L), BIOL A111 and (CIS A105 or CIS A110).
B. Registration Restrictions- Departmental approval. MEDT A101 prerequisite may be waived with documented experience in phlebotomy as assessed by faculty.

V. **Course Evaluation:**
A. Grading is A-F.
B. Grades are based on case studies and written or computerized exams.
C. Specific grading criteria will be discussed in the beginning of the course.
VI. **Course Curriculum:**

1.0 Laboratory Measurements and Calculations
   1.1 Metric System
   1.2 International System of Units
   1.3 Significant Digits
   1.4 Temperature Conversions
   1.5 Ratios and Dilutions
   1.6 Calculating and Converting Reagent Concentrations

2.0 Water Quality and Glassware Standards

3.0 Laboratory Equipment
   3.1 Pipettes
   3.2 Balances
   3.3 Centrifuges
   3.4 Microscopes: Principles, Use and Care

4.0 Laboratory Information Systems Processes

5.0 Quality Assurance/Quality Control
   5.1 Pre-analytical, Analytical, and Post-analytical Errors
   5.2 Quality Control
   5.3 Contents of Standard Operating Procedures
   5.4 Statistics in the Clinical Laboratory
   5.5 Proficiency Testing
   5.6 Clinical Laboratory Improvement Amendments of 1988
   5.7 Overview of the Total Quality Improvement Process

VII. **Recommended Text:**


**Recommended Resources**
Medical Training Solutions, University of Washington Department of Lab Medicine:  
[www.medtraining.org](http://www.medtraining.org)
- Introduction to the Clinical Laboratory tutorial
- Phlebotomy tutorials: Basic, Pediatric and Advanced
- Safety tutorials: Ergonomic, Fire, Electrical, Biosafety, Infection Control and Patient Safety
- Phlebotomy procedure tutorials: Venipuncture, Skin Puncture, Blood Culture and Patient Identification
- Microscopy tutorial

VIII. **Bibliography:**


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

A. **Instructional Goals:** Provides students who already have a background in phlebotomy procedures with the foundational knowledge and skills in general laboratory procedures required for the core curriculum in the AAS in Medical Technology and the BS in Medical Technology.

B. **Student Assessment:** Core abilities and performance objectives scores are based on faculty observation of the behavior or techniques in the classroom or student laboratory. Mentors observe distance students’ behavior and techniques at the clinical facility.

### Student Outcomes

*After successful completion of this course, students will be able to:*

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<tr>
<th>Student Outcomes</th>
<th>Assessment Procedures</th>
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<tr>
<td>Demonstrate proper use of laboratory equipment and discuss quality control and preventative maintenance required for each piece of equipment.</td>
<td>Written/computerized exams Competency evaluations</td>
</tr>
<tr>
<td>Describe the components of the microscope and select the appropriate illumination system. Discuss the proper use, cleaning and storage of the microscope.</td>
<td>Written/computerized exams</td>
</tr>
<tr>
<td>Apply basic math skills including: metric and temperature conversions, significant figures and proportions and ratios.</td>
<td>Homework exercises Written/computerized exams.</td>
</tr>
<tr>
<td>Perform single and serial dilutions using serologic, volumetric and fixed or adjustable volume precision pipettes.</td>
<td>Observation in student laboratory Laboratory report</td>
</tr>
<tr>
<td>Calculate the mean, standard deviation and coefficient of variation and create a Levy-Jennings quality control chart with the data provided.</td>
<td>Homework assignment Written or computerized exam</td>
</tr>
<tr>
<td>Evaluate the acceptability of quality control data using confidence intervals and the Westgard Rules. Interpret Levy-Jennings charts for shifts, trends and random error.</td>
<td>Homework assignment Written or computerized exam</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  
AHLS Division of Health Safety  

1c. Department  
MEDT  

2. Course Prefix  
MEDT  

3. Course Number  
A401  

4. Previous Course Prefix & Number  
NA  

5a. Credits/CEUs  
2 credits  

5b. Contact Hours (Lecture + Lab)  
(2+0)  

6. Complete Course Title  
Introduction to Research  

Abbreviated Title for Transcript (30 character)  

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

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

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

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>
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<tr>
<th>Impacted Program/Course</th>
<th>Catalog Page(s)</th>
<th>Impact</th>
<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
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<tbody>
<tr>
<td>BS Medical Technology</td>
<td>296</td>
<td></td>
<td>11-2-10</td>
<td>Heidi Mannion</td>
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Initiator Name (typed): Heidi Mannion  
Initiator Signed Initials: _______  
Date:__________  

13b. Coordination Email  
Date: 11-2-10  

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

13c. Coordination with Library Liaison  
Date: NA  

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)  
Applies research and presentation methods to current topics in medical laboratory science.  

16a. Course Prerequisite(s) (list prefix and number)  
STAT A252 or higher and CIS A110  

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)  
Departmental approval.  

17. ☐ Mark if course has fees  

18. ☐ Mark if course is a selected topic course  

19. Justification for Action  
Due to curriculum changes in the CIS department, CIS A305 Managerial Presentations is being deleted and CIS A110 Computer Concepts in Business is being added as a prerequisite. The course description is being changed to more accurately reflect the subject area for research in this course.  

Initiator (faculty only)  
Heidi Mannion  
Initiator Signed Initials: _______  
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:__________  

Approved  ☒ Disapproved  

Department Chairperson  Date:__________  

Approved  ☒ Disapproved  

Curriculum Committee Chairperson  Date:__________  

Approved  ☒ Disapproved  

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

112
COURSE CONTENT GUIDE
Community and Technical College

Department: MEDT: Medical Laboratory Technology  Date: 11-2-10
Course Number: MEDT A401
Course Title: Introduction to Research
Credits: 2 credits

I. Course Description
Applies research and presentation methods to current topics in medical laboratory science.

II. Course Design
A. Designed for medical technology students in their final semesters of the degree program.
B. Number of Credits 2
C. Total time of student involvement 90 contact hours
   1) Lecture: 2 hours per week for a total of 30 hours
   2) Outside work expected- 60 hours total
D. Required for a Bachelor of Science Degree in Medical Technology.
E. No special fees.
F. Standard semester time frame, but may not be taught in less than three weeks.
G. This is a revised course.
H. Coordination with list serve.
I. Course level justification: Students draw on their acquired knowledge to write and present a research proposal for a topic in medical technology.

III. Course Activities
Course is conducted in a lecture format.

IV. Course Prerequisites
STAT A252 or higher and CIS A110.

V. Course Evaluation
A. Grading A-F
B. Grades are based on article critique, research proposal and presentation.
C. Specific grading criteria will be discussed in the beginning of the course.

VI. Course Outline
1.0 Framing the Problem
   1.1 Identifying a Topic
   1.2 Framing a Research Problem
2.0 Review of Literature
   2.1 Determine When to Conduct a Search
   2.2 Delimit What is Searched
   2.3 Access Databases for Periodicals Books, and Documents
2.4 Organize Information
2.5 Critically Evaluate the Literature
2.6 Write the Literature Review

3.0 Formulating Research Questions

4.0 Experimental Type Designs
4.1 True-Experimental Designs
4.2 Quasi-Experimental Designs
4.3 Pre-Experimental Designs
4.4 Nonexperimental Designs
4.5 Experimental-Type Meta-Analysis
4.6 Criteria for Selecting Appropriate Designs

5.0 Setting Boundaries of a Study

6.0 Protecting the Boundaries
6.1 Principles for Protecting Human Subjects
6.2 Institutional Review Board
6.3 Informed Consent Process
6.4 Study Approval and Monitoring

7.0 Sampling Methods
7.1 Probability Sampling
7.2 Nonprobability Sampling
7.3 Comparing Sample to Population
7.4 Introduction to Sample Size

8.0 Collecting Information

9.0 Measurement in Experimental-Type Research
9.1 Levels of Measurement
9.2 Measurement Scales
9.3 Confidence in Instruments

10.0 Understanding Statistics
10.1 Descriptive Statistics
10.2 Drawing Inferences
10.3 Association and Relationships

11.0 Qualitative Research

VII. Recommended Text

VIII. References
**IX. Instructional Goals, Student Outcomes and Assessment Procedures**

**A. Instructional Goals:** Provide students with the knowledge and skills to evaluate published studies as an informed consumer and develop research proposals in their discipline.

<table>
<thead>
<tr>
<th><strong>Student Outcomes</strong></th>
<th><strong>Assessment Procedures</strong></th>
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<tbody>
<tr>
<td><strong>After successful completion of this course, students will be able to:</strong></td>
<td><strong>To be assessed by one or more of the following:</strong></td>
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<tr>
<td>Use computer technology to identify and locate literature.</td>
<td>Research article critique</td>
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<td>Research proposal</td>
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<td>Summarize the key points and critique the strengths and weakness of a research article.</td>
<td>Research article critique</td>
</tr>
<tr>
<td>Write a proposal for a research project citing appropriate literature and using a suitable research design.</td>
<td>Written research proposal</td>
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<tr>
<td>Present a research proposal.</td>
<td>Class presentation</td>
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MEMORANDUM

TO: Undergraduate Academic Board
FROM: Heidi Mannion
Subject: Curriculum Changes
Date: January 28, 2010

The Medical Laboratory Technology Department is submitting the following curriculum changes for approval:

**BSMT Program**
Delete CIS A305 Managerial Presentations as a required support course-3 credits  
Add CIS A110 Computer Concepts in Business-3 credits

Requirements for graduation with departmental honors have been revised to address issues identified with the current policy.

**AAS-MLT Program**
Add CIS A105 Introduction to Personal Computers and Applications Software-3 credits or CIS A110 Computer Concepts in Business-3 credits  
Change total credits for required support courses to 18 and total credits for degree to 70-71.

Delete the following courses which are no longer required for the OEC Clinical Assistant:  
MEDT A102 Urinalysis for Clinical Assistants-2 credits  
MEDT A103 Hematology for Clinical Assistants-3 credits  
MEDT A104 Clinical Chemistry for Clinical Assistants-3 credits  
These courses are not required for any other degree or program.

Changes are being made to the following MEDT course which is required for the OEC Phlebotomist and OEC Clinical Assistant. This course is also a selective for Medical Assisting.

**MEDT A101**
Add the following registration restriction: PRPE A086 with a minimum grade of C or appropriate placement scores.

This change has been recommended by the faculty that teach course to ensure students have the reading and writing skills necessary to successfully complete the course and work as a phlebotomist.

Changes are being made to the following MEDT courses which are not required by any other degree or program.

**MEDT A132/133**
The following prerequisites are being added to provide the foundational knowledge necessary for students to successfully complete the course: Minimum grade of C in all: (CHEM A103/L or CHEM A105/L), BIOL A111 and (CIS A105 or CIS A110). The course outline and outcomes are also being revised to reflect recommended course revisions.

**MEDT A401**
Due to curriculum changes in the CIS department, CIS A305 Managerial Presentations is being deleted and CIS A110 Computer Concepts in Business is being added as a prerequisite. The course description is being changed to more accurately reflect the subject area for research in this course.
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<th>1a. School or College</th>
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<td>CT CTC</td>
<td>AHLS Division of Health Safety</td>
<td>MEDT</td>
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2. Complete Program Title/Prefix
Bachelor of Science in Medical Technology/MEDT

3. Type of Program
Choose one from the appropriate drop down menu:
Undergraduate: Bachelor of Science
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: CIS
Initiator Name (typed): Heidi Mannion
Initiator Signed Initials: _________
Date: __________________

6b. Coordination Email submitted to Faculty Listserv (uaa-faculty@lists.uaa.alaska.edu) Date: 11-2-10

6c. Coordination with Library Liaison Date: NA

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

8. Justification for Action
CIS A305 Managerial Presentations is being replaced with CIS A110 Computer Concepts in Business as a required support course. This change has been made in response to changes in the CIS curriculum. Requirements for graduation with departmental honors have been revised to address issues identified with the current policy.

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<tr>
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2. Complete Program Title/Prefix
AAS: Medical Laboratory Technology/MEDT

3. Type of Program
Choose one from the appropriate drop down menu: Undergraduate: 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: CIS
Initiator Name (typed): Heidi Mannion
Initiator Signed Initials: _________
Date:________________

6b. Coordination Email submitted to Faculty Listserv (uaa-faculty@lists.uaa.alaska.edu) Date: 11-2-10

6c. Coordination with Library Liaison Date: NA

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

8. Justification for Action
CIS A105 Introduction to Personal Computers and Applications Software or CIS A110 Computer Concepts in Business is being added as a required support course. Demonstration of computer competency is required in the MEDT courses and in the profession.

Initiator (faculty only) Date
Heidi Mannion

Approved
Disapproved

Dean/Director of School/College Date

Approved
Disapproved

Undergraduate/Graduate Academic Board Chairperson Date

Approved
Disapproved

Provost or Designee Date
The mission of the Medical Laboratory Technology Department is to graduate competent and ethical clinical laboratory professionals with the knowledge and the skills for career entry. It is also the department’s mission to prepare graduates for leadership roles in the clinical laboratory and professional organizations and to instill an understanding of the need for maintaining continuing competency in a rapidly changing and dynamic profession.

The Medical Laboratory Technology Department has a strong commitment to the career ladder approach to higher education. With career ladder programs, the students enrolled in the Bachelor of Science have an option to gain phlebotomy certification in one year and medical laboratory technician certification in two years as they pursue a bachelor’s degree. The AAS graduates who wish to obtain a bachelor’s degree in Medical Technology may “career ladder” without loss of credit.

General admission requirements for all students entering programs offered by the Medical Laboratory Technology Department include:

1. Complete the Medical Laboratory Technology program application.
2. Review the Essential Requirements for Admission and return the signed form to the department.
3. High School diploma or GED equivalency.
4. Prior to enrollment in either MEDT A101 or MEDT A132, students must provide documentation of the following:
   • Immunity to rubella, rubeola and chicken pox confirmed by titer.
   • Immunity to hepatitis A and hepatitis B. Students must have started the immunization series prior to enrolling in the courses.
   • Tetanus/diphtheria/pertussis (Tdap) vaccination within the past 10 years.
   • Freedom from active tuberculosis, documented annually by negative PPD skin test or by health examination by a nurse practitioner, physician or physician’s assistant.
5. Prior to enrolling in a practicum (MEDT A195A, MEDT A195B, MEDT A295 or MEDT A495) students must
   • Demonstrate computer competency in the prerequisite MEDT courses.
   • Provide documentation of a background check within six months prior to start of practicum.
   • Provide proof of personal medical insurance coverage.

Additional admission requirements are listed under program descriptions.

The Medical Laboratory Technology Department assumes no responsibility for illness or injuries experienced by students in conjunction with student labs. It is strongly recommended that students maintain personal medical insurance while enrolled in any of the programs offered by the Medical Laboratory Technology Department. Students enrolled in practicum (MEDT A195A, MEDT A195B, MEDT A295 or MEDT A495) must provide their own transportation to the clinical facility. Personal protective equipment is provided by the training facility. The clinical facilities require proof of medical insurance coverage; therefore, students are required to maintain personal medical insurance while enrolled in practicum courses. Medical insurance is available through the Student Health Center. Liability insurance is purchased by the Medical Laboratory Technology Department to cover the student’s practicum. The occupational endorsement certificate, AAS, and BS degrees are not contingent upon the students passing any type of external certification or licensure examination.

The AAS in Medical Laboratory Technology and the BS in Medical Technology programs are accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS), 5600 N. River Road. Suite 720, Rosemont, IL 60018-5119, (773) 714-8880. NAACLS is recognized by the United States Department of Education and by the Council for Higher Education.

**Advising**

All students are 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.
**Honors in Medical Technology**

Students majoring in medical technology are eligible to graduate with departmental honors by satisfying the following requirements:

1. Meet the requirements for a BS in Medical Technology.
2. Earn a grade point average of 3.5 or higher in courses applicable to the degree requirements. Only UAA and transfer courses taken within the last seven years will be included in the GPA for departmental honors.
3. Obtain approval to enroll in the Honors Elective from the Program Director.

**Occupational Endorsement Certificate, Phlebotomist**

Phlebotomists obtain blood and other samples for laboratory testing. They establish professional relationships with their patients, collect and prepare specimens, maintain collection areas and equipment, and perform record keeping duties. Students are eligible to sit for national certification examinations in phlebotomy after completion of MEDT A195A.

**Program Outcomes**

The specific educational outcomes for the program are to produce graduates who:

- Select the appropriate site and demonstrate the proper technique for collecting, handling, and processing blood and non-blood specimens.
- Demonstrate professional conduct, stress management, interpersonal, and communication skills with patients, peers, other health care personnel, and the public, recognizing possible legal implications.
- Recognize and adhere to infection control and safety policies and procedures.
- Demonstrate an understanding of test requisitioning.
- Identify factors that affect specimen collection procedures and test results, and take appropriate actions within predetermined limits when applicable.
- Recognize and act upon individual needs for continuing education as a function of growth and maintenance of professional competence.
- Perform point-of-care testing according to standard operating procedures.

**Certificate Requirements**

1. Complete the Occupational Endorsement Admission Requirements in Chapter 7, Academic Standards and Regulations.
2. Complete the General Admissions Requirements for all programs in the Medical Laboratory Technology Department that are listed at the beginning of this section.
3. The Phlebotomist Occupational Endorsement Certificate is offered on campus and by distance delivery. Distance students must contact the Medical Laboratory Technology Department to arrange for a mentor and clinical training facility prior to enrolling in any of the courses.
4. Students must earn a minimum grade of C or higher or P in the following courses:
   - MEDT A101 Phlebotomy Procedures 3
   - MEDT A110 Specimen Processing 3
   - MEDT A195A Phlebotomy Practicum 3
5. A total of 9 credits is required for the OEC.

**Occupational Endorsement Certificate, Clinical Assistant**

Clinical assistants perform basic laboratory testing in medical laboratories, working under the supervision of a medical laboratory scientist, medical laboratory technician, or pathologist. A clinical assistant collects and processes blood specimens and performs waived testing procedures in chemistry, hematology, microbiology, and urinalysis.
Program Outcomes
The specific educational outcomes for the program are to produce graduates who have met the educational outcomes for the occupational endorsement phlebotomist and who:

- Perform waived testing according to standard operating procedures.
- Monitor quality control within predetermined limits.
- Select both appropriate media for inoculation of clinical specimens and incubations conditions based on the culture requirements for the potential pathogens.

Certificate Requirements
1. Complete the Occupational Endorsement Certificate Admission Requirements at the beginning of Chapter 7, Academic Standards and Regulations.
2. Complete the General Admissions Requirements for all programs in the Medical Laboratory Technology Department that are listed at the beginning of this section.
3. The Clinical Assistant Occupational Endorsement Certificate is offered on campus and by distance delivery. Distance students must contact the Medical Laboratory Technology Department to arrange for a mentor and clinical training facility prior to enrolling in any of the courses.
4. Students must earn a minimum grade of C or higher or P in the following courses:
   - MEDT A101 Phlebotomy Procedures 3
   - MEDT A105 Microbiology for Clinical Assistants 3
   - MEDT A106 Waived Testing 4
   - MEDT A110 Specimen Processing 3
   - MEDT A195A Phlebotomy Practicum 3
   - MEDT A195B Clinical Assistant Practicum 4
5. A total of 20 credits is required for the OEC.

Associate of Applied Science, Medical Laboratory Technology
NAACLS provides the following description: at career entry, the medical laboratory technician will be able to perform routine clinical laboratory tests (such as hematology, clinical chemistry, immunohematology, microbiology, serology/immunology, coagulation, molecular, and other emerging diagnostics) as the primary analyst making specimen-oriented decisions on predetermined criteria, including a working knowledge of critical values. Communication skills will extend to frequent interactions with members of the health care team, external relations, customer service and patient education. The level of analysis ranges from waived and point-of-care testing to complex testing encompassing all major areas of the clinical laboratory. The medical laboratory technician will have diverse functions in areas of pre-analytical, analytical, and post-analytical processes. The medical laboratory technician will have responsibilities for information processing, training, and quality control monitoring wherever clinical laboratory testing is performed.

Upon graduation and initial employment, the medical laboratory technician should be able to demonstrate entry-level competencies in the above areas of professional practice. Graduates are eligible to sit for national certification examinations in medical laboratory technology after completing the program.

Program Outcomes
The specific educational outcomes for the program are to produce graduates who:

- Demonstrate entry-level competencies for medical laboratory technicians in the following disciplines: hematology, chemistry, immunology, blood bank, urine and body fluid analysis, microbiology, and laboratory operations.
- Demonstrate professional behavior including sound work ethics, cultural responsiveness, and appearance while interacting with patients and healthcare professional.
- Find gainful employment as laboratory professionals.
- Demonstrate continuing competency through participation in continuing education and providing continuing education.
• Demonstrate professional advancement by involvement in administrative and/or supervisory roles in the employment setting or through completion of specialty or certification examinations.

• Demonstrate a commitment to the laboratory profession through sustained membership and active involvement in professional organizations.

Admission Requirements

1. Complete the Associate’s Degree Programs Admission Requirements at the beginning of Chapter 7, Academic Standards and Regulations.

2. Complete the General Admissions Requirements for all programs in the Medical Laboratory Technology Department that are listed at the beginning of this section.

3. Meet with the Medical Laboratory Technology program advisor regarding application, program admission, and development of a program of study.

Academic Progress

In order to progress within the Associate of Applied Science in Medical Laboratory Technology program, students must earn a minimum grade of C or higher or P in all Medical Laboratory Technology (MEDT) courses required for the degree and demonstrate professional behavior as defined by the “Medical Laboratory Technology Department Core Abilities” and associated behavior criteria. Satisfactory progress is demonstrated by exhibiting Developing Level Criteria by the end of the second year (assessed by core faculty), and Entry Level Criteria by the end of the Clinical Practicum (assessed by clinical instructors). Students must receive a score of 3 or higher on the Developing Level Criteria in order to progress in the program and an average score of 3 or higher in the Entry Level Criteria for each of the attributes in order to graduate from the program. Students who are unable to earn an acceptable grade in the MEDT courses during their initial enrollment may attempt to earn a satisfactory grade one additional time on a space available basis.

When the number of students admitted to the program exceeds the number that can be accommodated in the clinical practicum, students are placed on an alternate list and informed they can complete their practicum should space become available, or they are given preference for a subsequent semester. Students receive a letter stating they are an alternate; they sign and return the letter acknowledging alternate status.

Degree Requirements

1. Complete the General University Requirements for Associate of Applied Science Degrees found at the beginning of this chapter.

2. Complete the General Course Requirements for Associate of Applied Science degrees found at the beginning of this chapter. In the Medical Laboratory Technology program, the required support courses meet the AAS General Course Requirements.

3. Complete the Required Support Courses and the Major Requirements listed below.

Required Support Courses

Complete all 18 credits of support courses for the Medical Laboratory Technology major with a minimum grade of C or higher.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL A111</td>
<td>Human Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BIOL A112</td>
<td>Human Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>CHEM A103/L</td>
<td>Survey of Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>CHEM A104</td>
<td>Introduction to Organic Chemistry and Biochemistry</td>
<td>3</td>
</tr>
<tr>
<td>CIS A105</td>
<td>Introduction to Personal Computers and Application Software</td>
<td>3</td>
</tr>
<tr>
<td>CIS A110</td>
<td>Computer Concepts in Business</td>
<td></td>
</tr>
</tbody>
</table>

Major Requirements

1. Complete the following major courses with a minimum grade of C or higher.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MEDT A132</td>
<td>Introduction to Laboratory Medicine (3)</td>
<td>3/4</td>
</tr>
</tbody>
</table>
2. A total of 70-71 credits is required for the degree.

**Bachelor of Science, Medical Technology**

**Medical Laboratory Scientist**

NAACLS provides the following description: At career entry, the medical laboratory scientist will be proficient in performing clinical laboratory tests in areas such as hematology, clinical chemistry, immunohematology, microbiology, serology/immunology, coagulation, and molecular and other emerging diagnostics, and will be able to play a role in the development and evaluation of test systems and interpretive algorithms. The graduates will have diverse responsibilities in areas of analysis and clinical decision-making, regulatory compliance with applicable regulations, education, and quality assurance/ performance improvement. They will also possess basic knowledge, skills and relevant experience in:

- Communications to enable consultative interactions with members of the health care team, external relations, customer service and patient education;
- Financial operations, marketing and human resource management of the clinical laboratory to enable cost-effective, high quality, value-added laboratory services;
- Information management to enable effective, timely, accurate and cost-effective reporting of laboratory-generated information and;
- Research design/practice sufficient to evaluate published studies as an informed consumer.

Upon graduation and initial employment, the medical laboratory scientist should be able to demonstrate entry-level competencies in the above areas of professional practice. Graduates are eligible to sit for national certification examinations in medical laboratory science after completion of the program.

**Program Outcomes**

The specific educational outcomes for the program are to produce graduates who:

- Demonstrate entry-level competencies for medical laboratory scientists in the following disciplines: hematology, chemistry, immunology, blood bank, urine and body fluid analysis, microbiology, and laboratory operations.
- Demonstrate professional behavior including sound work ethics, cultural responsiveness and appearance while interacting with patients and health care professionals.
- Find gainful employment as laboratory professionals.
- Demonstrate continuing competency through participation in continuing education and providing continuing education.
- Demonstrate professional advancement by involvement in administrative and/or supervisory roles in the employment setting or through completion of specialty or certification examinations.
- Demonstrate a commitment to the laboratory profession through sustained membership and active involvement in professional organizations.

**Admission Requirements**

1. Complete the Baccalaureate Degree Programs Admission Requirements in Chapter 7, Academic Standards and Regulations.
2. Complete the General Admission Requirements for all programs in the Medical Laboratory Technology Department that are listed at the beginning of this section.
3. Meet with the Medical Technology Program advisor regarding application, program admission, and development of
a program of study.

**Academic Progress**

In order to progress within the Bachelor of Science Medical Technology program, students must earn a minimum grade of C or higher or P in all Medical Technology courses required for the degree and demonstrate professional behavior as defined by the “Medical Laboratory Technology Department Core Abilities” and associated behavior criteria. Satisfactory progress is demonstrated by exhibiting Developing Level Criteria by the end of the second year (assessed by core faculty), and Entry Level Criteria by the end of the Medical Technology Practicum (assessed by clinical instructors). Students must receive a score of 3 or higher on the Developing Level Criteria in order to progress in the program and an average score of 3 or higher in the Entry Level Criteria for each of the attributes in order to graduate from the program. Students who are unable to earn an acceptable grade in the MEDT courses during their initial enrollment may attempt to earn a satisfactory grade one additional time on a space available-basis.

When the number of students admitted to the program exceeds the number that can be accommodated in the clinical practicum, students are placed on an alternate list and informed they can complete their practicum should space become available, or they are given preference for a subsequent semester. Students receive a letter stating they are an alternate; they sign and return the letter acknowledging alternate status.

**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. In the Medical Technology program, the required support courses meet the Quantitative Skills and Natural Science Requirements.
3. Complete the Required Support Courses and Major Requirements listed below.

**Required Support Courses**

Complete all 31-36 credits of support courses for the Medical Technology major with a minimum grade of C or higher.

- **BIOL A111** Human Anatomy and Physiology I 4
- **BIOL A112** Human Anatomy and Physiology II 4
- **CHEM A103** Survey of Chemistry (3) and 4
- **CHEM A103L** Survey of Chemistry Laboratory (1) or
- **CHEM A105** General Chemistry I (3) and
- **CHEM A105L** General Chemistry I Laboratory (1)
- **CHEM A104** Introduction to Organic Chemistry and Biochemistry (3) and 4/7
- **CHEM A104L** Introduction to Organic Chemistry and Biochemistry Laboratory (1) or
- **CHEM A106** General Chemistry II (3) and
- **CHEM A106L** General Chemistry II Laboratory (1) and
- **CHEM A321** Organic Chemistry I (3)
- **CIS A110** Computer Concepts in Business 3
- **ENGL A212** Technical Writing 3
- **MATH A107** College Algebra [or higher (may not use MATH A205)] 4/3
- **PHIL A302** Biomedical Ethics 3
- **STAT A252** Elementary Statistics (or higher) 3/4

**Major Requirements**

1. Complete the following major courses with a satisfactory grade (C or higher or P).

- **MEDT A132** Introduction to Laboratory Medicine (3) 3/4
  or
- **MEDT A101** Phlebotomy Procedures (3) 4
and
MEDT A133 Basic Techniques Laboratory Medicine (1)
MEDT A202 Clinical Chemistry 6
MEDT A203 Clinical Microbiology 6
MEDT A204 Hematology and Coagulation 6
MEDT A206 Immunology and Blood Banking 6
MEDT A208 Urine and Body Fluid Analysis 3
MEDT A250 Cultural Diversity in Health Care 1
MEDT A301 Clinical Molecular Biology 4
MEDT A302 Clinical Laboratory Education and Management 4
MEDT A303 Advanced Clinical Microbiology 6
MEDT A401 Introduction to Research 2
MEDT A495 Medical Technology Practicum (12) 24
or
MEDT A295 Clinical Practicum* (12)
and
MEDT A495 Medical Technology Practicum (12)

*Students fulfilling this requirement with MEDT A295 and MEDT A495 must complete a total of 42 upper division credits for the bachelor’s degree.

2. A total of 123-129 credits is required for the degree, of which 42 credits must be upper division.

FACULTY
Heidi Mannion, Professor, AFHAM@uaa.alaska.edu
David Pierce, Assistant Professor, AFDA@uaa.alaska.edu
Steve Pyle, Assistant Professor, AFSP@uaa.alaska.edu
Gloria Tomich, Associate Professor, AFGAK@uaa.alaska.edu
The mission of the Medical Laboratory Technology Department is to graduate competent and ethical clinical laboratory professionals with the knowledge and the skills for career entry. It is also the department’s mission to prepare graduates for leadership roles in the clinical laboratory and professional organizations and to instill an understanding of the need for maintaining continuing competency in a rapidly changing and dynamic profession.

The Medical Laboratory Technology Department has a strong commitment to the career ladder approach to higher education. With career ladder programs, the students enrolled in the Bachelor of Science have an option to gain phlebotomy certification in one year and medical laboratory technician certification in two years as they pursue a bachelor’s degree. The AAS graduates who wish to obtain a bachelor’s degree in Medical Technology may “career ladder” without loss of credit.

General admission requirements for all students entering programs offered by the Medical Laboratory Technology Department include:

1. Complete the Medical Laboratory Technology program application.
2. Review the Essential Requirements for Admission and return the signed form to the department.
3. High School diploma or GED equivalency.
4. Prior to enrollment in either MEDT A101 or MEDT A132, students must provide documentation of the following:
   • Immunity to rubella, rubeola and chicken pox confirmed by titer.
   • Immunity to hepatitis A and hepatitis B. Students must have started the immunization series prior to enrolling in the courses.
   • Tetanus/diphtheria/pertussis (Tdap) vaccination within the past 10 years.
   • Freedom from active tuberculosis, documented annually by negative PPD skin test or by health examination by a nurse practitioner, physician or physician’s assistant.
5. Prior to enrolling in a practicum (MEDT A195A, MEDT A195B, MEDT A295 or MEDT A495) students must
   • Demonstrate computer competency in the prerequisite MEDT courses.
   • Provide documentation of a background check within six months prior to start of practicum.
   • Provide proof of personal medical insurance coverage.

Additional admission requirements are listed under program descriptions.

The Medical Laboratory Technology Department assumes no responsibility for illness or injuries experienced by students in conjunction with student labs. It is strongly recommended that students maintain personal medical insurance while enrolled in any of the programs offered by the Medical Laboratory Technology Department. Students enrolled in practicum (MEDT A195A, MEDT A195B, MEDT A295 or MEDT A495) must provide their own transportation to the clinical facility. Personal protective equipment is provided by the training facility. The clinical facilities require proof of medical insurance coverage; therefore, students are required to maintain personal medical insurance while enrolled in practicum courses. Medical insurance is available through the Student Health Center. Liability insurance is purchased by the Medical Laboratory Technology Department to cover the student’s practicum. The occupational endorsement certificate, AAS, and BS degrees are not contingent upon the students passing any type of external certification or licensure examination.

The AAS in Medical Laboratory Technology and the BS in Medical Technology programs are accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS), 5600 N. River Road, Suite 720, Rosemont, IL 60018-5119, (773) 714-8880. NAACLS is recognized by the United States Department of Education and by the Council for Higher Education.

**Advising**

All students are 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.
Honors in Medical Technology

Students majoring in medical technology are eligible to graduate with departmental honors by satisfying the following requirements:

1. Meet the requirements for Graduation with Honors as listed in the UAA catalog.
2. Meet the requirements for a BS in Medical Technology.
3. Earn a grade point average of 3.5 or higher in courses applicable to the degree requirements. Only UAA and transfer courses taken within the last seven years will be included in the GPA for departmental honors with an MEDT prefix.
4. Obtain approval to enroll in the Honors Elective from the Program Director.
5. Pass the Honors Elective course, MEDT A402 Medical Technology Honors: Quality Assessment Project.

Occupational Endorsement Certificate, Phlebotomist

Phlebotomists obtain blood and other samples for laboratory testing. They establish professional relationships with their patients, collect and prepare specimens, maintain collection areas and equipment, and perform record keeping duties. Students are eligible to sit for national certification examinations in phlebotomy after completion of MEDT A195A.

Program Outcomes

The specific educational outcomes for the program are to produce graduates who:

- Select the appropriate site and demonstrate the proper technique for collecting, handling, and processing blood and non-blood specimens.
- Demonstrate professional conduct, stress management, interpersonal, and communication skills with patients, peers, other health care personnel, and the public, recognizing possible legal implications.
- Recognize and adhere to infection control and safety policies and procedures.
- Demonstrate an understanding of test requisitioning.
- Identify factors that affect specimen collection procedures and test results, and take appropriate actions within predetermined limits when applicable.
- Recognize and act upon individual needs for continuing education as a function of growth and maintenance of professional competence.
- Perform point-of-care testing according to standard operating procedures.

Certificate Requirements

1. Complete the Occupational Endorsement Admission Requirements in Chapter 7, Academic Standards and Regulations.
2. Complete the General Admissions Requirements for all programs in the Medical Laboratory Technology Department that are listed at the beginning of this section.
3. The Phlebotomist Occupational Endorsement Certificate is offered on campus and by distance delivery. Distance students must contact the Medical Laboratory Technology Department to arrange for a mentor and clinical training facility prior to enrolling in any of the courses.
4. Students must earn a minimum grade of C or higher in the following courses:
   - MEDT A101 Phlebotomy Procedures 3
   - MEDT A110 Specimen Processing 3
   - MEDT A195A Phlebotomy Practicum 3
5. A total of 9 credits is required for the OEC.

Occupational Endorsement Certificate, Clinical Assistant

Clinical assistants perform basic laboratory testing in medical laboratories, working under the supervision of a medical laboratory scientist, medical laboratory technician, or pathologist. A clinical assistant collects and processes blood specimens and performs waived testing procedures in chemistry, hematology, microbiology, and urinalysis.
Program Outcomes
The specific educational outcomes for the program are to produce graduates who have met the educational outcomes for the occupational endorsement phlebotomist and who:

- Perform waived testing according to standard operating procedures.
- Monitor quality control within predetermined limits.
- Select both appropriate media for inoculation of clinical specimens and incubations conditions based on the culture requirements for the potential pathogens.

Certificate Requirements
1. Complete the Occupational Endorsement Certificate Admission Requirements at the beginning of Chapter 7, Academic Standards and Regulations.
2. Complete the General Admissions Requirements for all programs in the Medical Laboratory Technology Department that are listed at the beginning of this section.
3. The Clinical Assistant Occupational Endorsement Certificate is offered on campus and by distance delivery. Distance students must contact the Medical Laboratory Technology Department to arrange for a mentor and clinical training facility prior to enrolling in any of the courses.
4. Students must earn a minimum grade of C or higher or P in the following courses:
   - MEDT A101  Phlebotomy Procedures 3
   - MEDT A105 Microbiology for Clinical Assistants 3
   - MEDT A106 Waived Testing 4
   - MEDT A110 Specimen Processing 3
   - MEDT A195A  Phlebotomy Practicum 3
   - MEDT A195B  Clinical Assistant Practicum 4
5. A total of 20 credits is required for the OEC.

Associate of Applied Science, Medical Laboratory Technology
NAACLS provides the following description: at career entry, the medical laboratory technician will be able to perform routine clinical laboratory tests (such as hematology, clinical chemistry, immunohematology, microbiology, serology/immunology, coagulation, molecular, and other emerging diagnostics) as the primary analyst making specimen-oriented decisions on predetermined criteria, including a working knowledge of critical values. Communication skills will extend to frequent interactions with members of the health care team, external relations, customer service and patient education. The level of analysis ranges from waived and point-of-care testing to complex testing encompassing all major areas of the clinical laboratory. The medical laboratory technician will have diverse functions in areas of pre-analytical, analytical, and post-analytical processes. The medical laboratory technician will have responsibilities for information processing, training, and quality control monitoring wherever clinical laboratory testing is performed.

Upon graduation and initial employment, the medical laboratory technician should be able to demonstrate entry-level competencies in the above areas of professional practice. Graduates are eligible to sit for national certification examinations in medical laboratory technology after completing the program.

Program Outcomes
The specific educational outcomes for the program are to produce graduates who:

- Demonstrate entry-level competencies for medical laboratory technicians in the following disciplines: hematology, chemistry, immunology, blood bank, urine and body fluid analysis, microbiology, and laboratory operations.
- Demonstrate professional behavior including sound work ethics, cultural responsiveness, and appearance while interacting with patients and healthcare professional.
- Find gainful employment as laboratory professionals.
- Demonstrate continuing competency through participation in continuing education and providing continuing education.
• Demonstrate professional advancement by involvement in administrative and/or supervisory roles in the employment setting or through completion of specialty or certification examinations.
• Demonstrate a commitment to the laboratory profession through sustained membership and active involvement in professional organizations.

Admission Requirements
1. Complete the Associate’s Degree Programs Admission Requirements at the beginning of Chapter 7, Academic Standards and Regulations.
2. Complete the General Admissions Requirements for all programs in the Medical Laboratory Technology Department that are listed at the beginning of this section.
3. Meet with the Medical Laboratory Technology program advisor regarding application, program admission, and development of a program of study.

Academic Progress
In order to progress within the Associate of Applied Science in Medical Laboratory Technology program, students must earn a minimum grade of C or higher or P in all Medical Laboratory Technology (MEDT) courses required for the degree and demonstrate professional behavior as defined by the “Medical Laboratory Technology Department Core Abilities” and associated behavior criteria. Satisfactory progress is demonstrated by exhibiting Developing Level Criteria by the end of the second year (assessed by core faculty), and Entry Level Criteria by the end of the Clinical Practicum (assessed by clinical instructors). Students must receive a score of 3 or higher on the Developing Level Criteria in order to progress in the program and an average score of 3 or higher in the Entry Level Criteria for each of the attributes in order to graduate from the program. Students who are unable to earn an acceptable grade in the MEDT courses during their initial enrollment may attempt to earn a satisfactory grade one additional time on a space available basis.

When the number of students admitted to the program exceeds the number that can be accommodated in the clinical practicum, students are placed on an alternate list and informed they can complete their practicum should space become available, or they are given preference for a subsequent semester. Students receive a letter stating they are an alternate; they sign and return the letter acknowledging alternate status.

Degree Requirements
1. Complete the General University Requirements for Associate of Applied Science Degrees found at the beginning of this chapter.
2. Complete the General Course Requirements for Associate of Applied Science degrees found at the beginning of this chapter. In the Medical Laboratory Technology program, the required support courses meet the AAS General Course Requirements.
3. Complete the Required Support Courses and the Major Requirements listed below.

Required Support Courses
Complete all 15 credits of support courses for the Medical Laboratory Technology major with a minimum grade of C or higher.

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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL A111</td>
<td>Human Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BIOL A112</td>
<td>Human Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>CHEM A103/L</td>
<td>Survey of Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>CHEM A104</td>
<td>Introduction to Organic Chemistry</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>and Biochemistry</td>
<td></td>
</tr>
<tr>
<td>CIS A105</td>
<td>Introduction to Personal Computers and Application Software</td>
<td>3</td>
</tr>
<tr>
<td>CIS A110</td>
<td>Computer Concepts in Business</td>
<td></td>
</tr>
</tbody>
</table>

Major Requirements
1. Complete the following major courses with a minimum grade of C or higher.
A total of 67-71 credits is required for the degree.

**Bachelor of Science, Medical Technology**

**Medical Laboratory Scientist**

NAACLS provides the following description: At career entry, the medical laboratory scientist will be proficient in performing clinical laboratory tests in areas such as hematology, clinical chemistry, immunohematology, microbiology, serology/immunology, coagulation, and molecular and other emerging diagnostics, and will be able to play a role in the development and evaluation of test systems and interpretive algorithms. The graduates will have diverse responsibilities in areas of analysis and clinical decision-making, regulatory compliance with applicable regulations, education, and quality assurance/ performance improvement. They will also possess basic knowledge, skills and relevant experience in:

- Communications to enable consultative interactions with members of the health care team, external relations, customer service and patient education;
- Financial operations, marketing and human resource management of the clinical laboratory to enable cost-effective, high quality, value-added laboratory services;
- Information management to enable effective, timely, accurate and cost-effective reporting of laboratory-generated information and;
- Research design/practice sufficient to evaluate published studies as an informed consumer.

Upon graduation and initial employment, the medical laboratory scientist should be able to demonstrate entry-level competencies in the above areas of professional practice. Graduates are eligible to sit for national certification examinations in medical laboratory science after completion of the program.

**Program Outcomes**

The specific educational outcomes for the program are to produce graduates who:

- Demonstrate entry-level competencies for medical laboratory scientists in the following disciplines: hematology, chemistry, immunology, blood bank, urine and body fluid analysis, microbiology, and laboratory operations.
- Demonstrate professional behavior including sound work ethics, cultural responsiveness and appearance while interacting with patients and health care professionals.
- Find gainful employment as laboratory professionals.
- Demonstrate continuing competency through participation in continuing education and providing continuing education.
- Demonstrate professional advancement by involvement in administrative and/or supervisory roles in the employment setting or through completion of specialty or certification examinations.
- Demonstrate a commitment to the laboratory profession through sustained membership and active involvement in professional organizations.

**Admission Requirements**

1. Complete the Baccalaureate Degree Programs Admission Requirements in Chapter 7, Academic Standards and Regulations.
2. Complete the General Admission Requirements for all programs in the Medical Laboratory Technology Department that are listed at the beginning of this section.
3. Meet with the Medical Technology Program advisor regarding application, program admission, and development of a program of study.

**Academic Progress**

In order to progress within the Bachelor of Science Medical Technology program, students must earn a minimum grade of C or higher or P in all Medical Technology courses required for the degree and demonstrate professional behavior as defined by the “Medical Laboratory Technology Department Core Abilities” and associated behavior criteria. Satisfactory progress is demonstrated by exhibiting Developing Level Criteria by the end of the second year (assessed by core faculty), and Entry Level Criteria by the end of the Medical Technology Practicum (assessed by clinical instructors). Students must receive a score of 3 or higher on the Developing Level Criteria in order to progress in the program and an average score of 3 or higher in the Entry Level Criteria for each of the attributes in order to graduate from the program. Students who are unable to earn an acceptable grade in the MEDT courses during their initial enrollment may attempt to earn a satisfactory grade one additional time on a space available basis.

When the number of students admitted to the program exceeds the number that can be accommodated in the clinical practicum, students are placed on an alternate list and informed they can complete their practicum should space become available, or they are given preference for a subsequent semester. Students receive a letter stating they are an alternate; they sign and return the letter acknowledging alternate status.

**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. In the Medical Technology program, the required support courses meet the Quantitative Skills and Natural Science Requirements.
3. Complete the Required Support Courses and Major Requirements listed below.

**Required Support Courses**

Complete all 31-36 credits of support courses for the Medical Technology major with a minimum grade of C or higher.

- **BIOL A111** Human Anatomy and Physiology I 4
- **BIOL A112** Human Anatomy and Physiology II 4
- **CHEM A103** Survey of Chemistry (3) and 4
- **CHEM A103L** Survey of Chemistry Laboratory (1) or
- **CHEM A105** General Chemistry I (3) and
- **CHEM A105L** General Chemistry I Laboratory (1)
- **CHEM A104** Introduction to Organic Chemistry and Biochemistry (3) and 4/7
- **CHEM A104L** Introduction to Organic Chemistry and Biochemistry Laboratory (1) or
- **CHEM A106** General Chemistry II (3) and
- **CHEM A106L** General Chemistry II Laboratory (1) and
- **CHEM A321** Organic Chemistry I (3)
- **CIS A305** Managerial Presentations 3
- **CIS A110** Computer Concepts in Business 3
- **ENGL A212** Technical Writing 3
- **MATH A107** College Algebra [or higher (may not use MATH A205)] 4/3
- **PHIL A302** Biomedical Ethics 3
- **STAT A252** Elementary Statistics (or higher) 3/4

**Major Requirements**

1. Complete the following major courses with a satisfactory grade (C or higher or P).
   - **MEDT A132** Introduction to Laboratory Medicine (3) 3/4
<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>MEDT A101</td>
<td>Phlebotomy Procedures (3)</td>
<td>4</td>
</tr>
<tr>
<td>and</td>
<td>MEDT A133</td>
<td></td>
</tr>
<tr>
<td>MEDT A202</td>
<td>Clinical Chemistry</td>
<td>6</td>
</tr>
<tr>
<td>MEDT A203</td>
<td>Clinical Microbiology</td>
<td>6</td>
</tr>
<tr>
<td>MEDT A204</td>
<td>Hematology and Coagulation</td>
<td>6</td>
</tr>
<tr>
<td>MEDT A206</td>
<td>Immunology and Blood Banking</td>
<td>6</td>
</tr>
<tr>
<td>MEDT A208</td>
<td>Urine and Body Fluid Analysis</td>
<td>3</td>
</tr>
<tr>
<td>MEDT A250</td>
<td>Cultural Diversity in Health Care</td>
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<td>MEDT A301</td>
<td>Clinical Molecular Biology</td>
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<td>MEDT A302</td>
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<td>MEDT A303</td>
<td>Advanced Clinical Microbiology</td>
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<td>MEDT A401</td>
<td>Introduction to Research</td>
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<td>MEDT A495</td>
<td>Medical Technology Practicum (12)</td>
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<th>Course Code</th>
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<tr>
<td>MEDT A295</td>
<td>Clinical Practicum* (12)</td>
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<tr>
<td>and</td>
<td>MEDT A495</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Medical Technology Practicum (12)</td>
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</table>

*Students fulfilling this requirement with MEDT A295 and MEDT A495 must complete a total of 42 upper division credits for the bachelor’s degree.

2. A total of 123-129 credits is required for the degree, of which 42 credits must be upper division.

**FACULTY**

Heidi Mannion, Professor, AFHAM@uaa.alaska.edu
David Pierce, Assistant Professor, AFDAP@uaa.alaska.edu
Steve Pyle, Assistant Professor, AFSP@uaa.alaska.edu
Gloria Tomich, Associate Professor, AFGAK@uaa.alaska.edu

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Environmental Science: Systems and Processes

1. School or College
   AS CAS
2. Course Prefix
   ENVI
3. Course Number
   A211
4. Previous Course Prefix & Number
   N/A
5. Credits/CEUs
   3
6. Contact Hours
   (Lecture + Lab) (3+0)
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
   □ Max Credits
10. Grading Basis
    □ A-F
    □ P/NP
    □ NG
11. Implementation Date
    From: Summer/2011
    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.
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 science as a powerful but limited tool for understanding and solving environmental problems. The Earth is discussed as a system with feedbacks and inter-relationships. These include natural systems, cycles, and flows and natural and human induced changes in these systems. Basic ecology, climate change, resources and resource stress (air, water, oceans, soils), natural hazards. Uses Alaskan, Arctic and other regional examples.
16a. Course Prerequisite(s) (list prefix and number)
    ENGL A111 & MATH A105
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
    Student needs will best be met with independent environmental science and physical geography courses. This necessitates the deletion of GEOG 211 and minor revisions to this course.

Initiator Name (typed): Dorn Van Dommelen
Initiator Signed Initials: _________  Date:________________
Initiator Email: uaa-faculty@lists.uaa.alaska.edu
Initiator from: 10/8/10
Initiator to: 10/8/10
Initiator to: 10/8/10

Approved                        Disapproved
Dean/Director of School/College  Date
Approved                        Disapproved
Department Chairperson          Date
Approved                        Disapproved
Board Chairperson               Date
Approved                        Disapproved
Provost or Designee             Date
ENVI A211
Course Content Guide

Date: 14 January 2011

I. Course Information

a. College: Arts and Sciences
b. Course Subject: ENVI
c. Course number: A211
d. Credits/Contact: 3 credits, 3 + 0
e. Title: Environmental Science: Systems and Processes
f. Grading Basis: A-F
g. Prerequisites: ENGL A111 and MATH A105
h. Course Fees: No
i. Description: Introduces science as a powerful but limited tool for understanding and solving environmental problems. The Earth is discussed as a system with feedbacks and inter-relationships. These include natural systems, cycles, and flows and natural and human induced changes in these systems. Basic ecology, climate change, resources and resource stress (air, water, oceans, soils), natural hazards. Uses Alaskan, Arctic and other regional examples.

II. Instructional Goals and Student Outcomes

A. Instructional Goals
1. Introduce students to the discipline of environmental science and give them an appreciation for its depth and utility.
2. Increase students’ environmental literacy: the ability to use science to think critically about these issues.
3. Teach students about some of the key techniques and methods used in scientific inquiry in the biophysical sciences (scientific method, laboratory experiments, field interpretation, etc.).
4. Convey the importance of scientific inquiry and method in understanding the natural world while also developing critical skills in questioning scientific findings and history. Introduce students to the importance and limitations of science in addressing environmental issues.
5. Provide students with a broad and thorough introduction to the environmental sciences, key natural processes and global patterns. Teach how key elements of the earth’s physical systems are interrelated with its biological and social systems.
6. Describe the impacts that human systems have on natural systems and how humans cope with natural systems.

B. Student Outcomes

Students will:

<table>
<thead>
<tr>
<th>Outcomes</th>
<th>Assessment Methods</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recognize the nature of scientific inquiry and be able to point to its strengths and problems.</td>
<td>Exams, Essays</td>
</tr>
<tr>
<td>Distinguish the key natural processes studied in</td>
<td>Exams</td>
</tr>
</tbody>
</table>
environmental sciences and explain how these processes produce scale-dependent biological and physical patterns.

<table>
<thead>
<tr>
<th>Projects</th>
</tr>
</thead>
<tbody>
<tr>
<td>Explain the important feedbacks and drivers between the natural world and human systems from both an historical and contemporary perspective.</td>
</tr>
<tr>
<td>Exams</td>
</tr>
<tr>
<td>Article reviews</td>
</tr>
</tbody>
</table>

### III. Guidelines for Evaluation

Instructors will employ a variety of evaluation methods that stress writing. Examination is mandatory in ENVI A211.

### IV. Course Level Justification

This is an introductory course intended to introduce students to the basics of environmental sciences but suitable preparation in Tier 1 GER courses is a requirement for this course, necessitating 200-level designation.

### V. Course Outline

1. Science and scientific method
2. Earth as a system
3. Basic ecology, cycles and flows of chemicals and energy
4. Natural resources and threats to resources: air, water, ocean and soils
5. Hazardous wastes
6. Earth as a life-support system
7. Natural hazards and human response to the natural world
8. Climate change
9. Alaska and arctic connections

### VI. Texts, Resources, and Bibliography

Several excellent Environmental Science textbooks are available. The following text appears to be the best based on experience at this institution, consultation with other institutions and faculty/instructors offering this course and summaries of student and faculty evaluations on-line and recommendations of the Environmental Literacy Council (http://www.enviroliteracy.org/). The final selection will be at the discretion of the faculty member teaching the course.


Other candidate texts include:

• Supplementary readings from accessible primary literature, such as Science, Nature, and Scientific American, showing how knowledge is produced and synthesized.

• Supplementary readings from the governmental and consulting “Grey Literature,” such as Environmental Impact Statements and permit applications, showing how knowledge is used.

• Web sites. Thousands of sites provide excellent additional coverage of many topics.


### 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>ASSC Division of Social Science</td>
<td>Geography and Environmental Studies</td>
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<tr>
<th>2. Course Prefix</th>
<th>3. Course Number</th>
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<th>5b. Contact Hours (Lecture + Lab)</th>
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<tr>
<td>ENVI</td>
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<td>1</td>
<td>(0+3)</td>
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<table>
<thead>
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<th>6. Complete Course Title</th>
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<tbody>
<tr>
<td>Environmental Science: Systems and Processes Laboratory</td>
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<tr>
<td>Environmental Science Lab</td>
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**Abbreviated Title for Transcript (30 character):**

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<th>7. Type of Course</th>
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<tr>
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<tr>
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<td>☒ Test Score Prerequisites</td>
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<td>☒ A-F</td>
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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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**Initiator Name (typed):** Dorn Van Dommelen  
**Initiator Signed Initials:** _________  
**Date:** __________________

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<th>Date: 10/8/10</th>
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<td>☒ Natural Sciences</td>
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<td>☒ Integrative Capstone</td>
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<tr>
<th>15. Course Description (suggested length 20 to 50 words)</th>
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<td>Laboratory introducing students to the systematic acquisition of data and its analysis and interpretation in a manner consistent with the disciplines of environmental studies. This includes field and classroom experiences and the use of remotely sensed data and geographic information systems in interpretation, analysis, and presentation. In complement to ENVI A211, themes include: scientific method, map use, environmental problems at multiple scales, climate, resources and resource stress (air, water, oceans, and soils), and natural hazards.</td>
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<th>16b. Test Score(s)</th>
<th>16c. Co-requisite(s) (concurrent enrollment required)</th>
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<td>☒ Level</td>
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| 17. ☒ Mark if course has fees |

| 18. ☐ Mark if course is a selected topic course |

<table>
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<th>19. Justification for Action</th>
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<tr>
<td>Student needs will best be met with independent environmental science and physical geography courses. This necessitates the deletion of GEOG 211L and minor changes to this course.</td>
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<th>Role</th>
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<td>Initiator (faculty only)</td>
<td></td>
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<tr>
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<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>
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<tr>
<td>Undergraduate/Graduate Academic Board Chairperson</td>
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<tr>
<td>Curriculum Committee Chairperson</td>
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<tr>
<td>Provost or Designee</td>
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</table>
ENVI A211L
Course Content Guide

Date: 14 January 2011

I. Course Information

a. College: Arts and Sciences
b. Course Subject: ENVI
c. Course Number: A211L
d. Credits/Contact: 1 credit, 45 contact hours
e. Title: Environmental Science and Processes Laboratory
f. Grading Basis: A-F
g. Prerequisites: ENGL A111 and MATH A105
h. Course Fees: Yes
i. Description: Laboratory introducing students to the systematic acquisition of data and its analysis and interpretation in a manner consistent with the disciplines of environmental studies. This includes field and classroom experiences and the use of remotely sensed data and geographic information systems in interpretation, analysis, and presentation. In complement to ENVI A211, themes include: scientific method, map use, environmental problems at multiple scales, climate, resources and resource stress (air, water, oceans, and soils), and natural hazards. Special note: Requires hands-on work in a field and laboratory setting.

II. Instructional Goals and Student Outcomes

A. Instructional Goals

1. Give students hands on experience in some of the key techniques and methods of environmental science inquiry (map use, GIS, spatial analysis, field studies, etc.)
2. Provide students with an opportunity to collect and interpret data on common environmental science topics both in field and non-field settings.
3. Convey the importance of scientific inquiry and method in understanding the natural world while also developing critical skills in questioning scientific findings and their popular portrayal. Introduce students to the importance and limitations of science in addressing environmental issues.
4. Enable students to experience the thrill of discovery through an inquiry-based setting.

B. Student Outcomes

Students will:

<table>
<thead>
<tr>
<th>Outcomes</th>
<th>Assessment Methods</th>
</tr>
</thead>
<tbody>
<tr>
<td>Comprehend and apply scientific principles and key environmental methods to environmental concerns, and will discuss strengths and critiques of this approach.</td>
<td>Lab Reports, Group Presentations</td>
</tr>
<tr>
<td>Use field observation, basic data sets, remotely sensed images, and geographic information</td>
<td>Lab Reports</td>
</tr>
</tbody>
</table>
systems to reach conclusions and
generalizations about the environment.

| Summarize and articulate an understanding of the relationship between physical and human systems. | Lab Reports, Group Presentations |

III. Guidelines for Evaluation

Instructors will employ a series of labs in which students will work in small groups and individually producing lab reports based on field and lab results. Instructors will augment evaluation as appropriate with presentations, debates, exit interviews, etc.

IV. Course Level Justification

This is an introductory course intended to introduce students to some of the basic methods and techniques of environmental inquiry, but suitable preparation in Tier 1 GER courses is a requirement for this course, necessitating 200-level designation.

V. Course Outline

1. Science and scientific method
2. Earth’s systems
3. Basic Field and Map Studies
5. Introduction to GIS and Remote Sensing
6. Atmospheric Science, Weather and Climate
7. Weathering, Mass Wasting, Avalanches
8. Risk, Uncertainty, and Hazards; societal responses
9. Natural resources and threats to resources: air, water, ocean and soils
10. Global Warming, Ozone Depletion, and Acid Rain

VI. Suggested Texts

Instructors will generally create their own lab manuals and assignments focusing on local and global examples and content but may elect to draw some subject matter from published lab manuals.

VII. Bibliography

VI. Texts, Resources, and Bibliography


### Course Action Request

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

1. **School or College**
   - AS CAS

2. **Course Prefix**
   - GEOG

3. **Course Number**
   - A111

4. **Previous Course Prefix & Number**

5. **Credits/CEUs**
   - 3

6. **Complete Course Title**
   - Earth Systems: Elements of Physical Geography

7. **Type of Course**
   - Academic

8. **Type of Action**
   - Add

9. **Repeat Status**
   - No

10. **Grading Basis**
    - A-F

11. **Implementation Date**
    - From: Summer/2011

12. **Cross Listed with**
    - Stacked with

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

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**
    - Survey of the processes that form the physical environment and the resulting physical patterns. Study of landforms, climate, soils, water resources, vegetation and their world and regional patterns.

16. **Course Prerequisite(s)**
    - N/A

17. **Mark if course has fees**

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

19. **Justification for Action**
    - Student needs will best be met with independent environmental science and physical geography courses. This necessitates the creation of this course.

---

### Approval Levels

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

Dorn Van Dommelen  
Initiator (TYPE NAME)  

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

---

Date: 10/8/10

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

Date: 10/8/10

Date: 10/8/10
GEOG A111
Course Content Guide

Date: 14 January 2011

I. Course Information

a. College: Arts and Sciences
b. Course subject: GEOG
c. Course number: A111
d. Credits/Contact: 3 credits, 3 + 0
e. Title: Earth Systems: Elements of Physical Geography
f. Grading basis: A-F
g. Prerequisites: No
h. Course fees: No
i. Description: Survey of the processes that form the physical environment and the resulting physical patterns. Study of landforms, climate, soils, water resources, vegetation and their world and regional patterns.

II. Instructional Goals and Student Outcomes

A. Instructional Goals

1. Introduce students to the discipline of physical geography and give them an appreciation for its depth and utility.
2. Teach students about some of the key techniques and methods of geographic inquiry in the physical sciences (map use, GIS, remote sensing, field interpretation, etc.)
3. Provide students with a broad-based and thorough introduction to the earth sciences, key natural processes and global, physical patterns. Teach how key elements of the earth’s physical systems are interrelated.
4. Convey the importance of scientific inquiry and method in understanding the natural world while also developing critical skills in questioning scientific findings and history.
5. Describe the impacts the natural world, in the form of natural and human-made hazards, has on human systems.

B. Student Outcomes

Students will:

<table>
<thead>
<tr>
<th>Outcomes</th>
<th>Assessment Methods</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recognize the nature of scientific inquiry and is able to point to its strengths and problems.</td>
<td>Exams</td>
</tr>
<tr>
<td>Identify and describe the important physical processes that shape the surface of the earth and produce global, physical patterns.</td>
<td>Exams, Projects</td>
</tr>
<tr>
<td>Identify and describe the important physical processes that control weather and climate and</td>
<td>Exams, Projects</td>
</tr>
</tbody>
</table>

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produce global climate patterns.

| Explain how interactions between the lithosphere and atmosphere impact the earth’s water, soil, and biome patterns. | Exams |
| | Projects |

IV. Guidelines for Evaluation

Instructors may use a variety of tools for evaluation including, but not limited to essays, quizzes, journals, and examinations. However, each instructor will administer a final examination, or a combination of mid-term examinations and a final examination to measure the outcomes outlined above. The geography curriculum committee will review evaluation tools and examinations once per year.

V. Course Level Justification

This is an introductory course intended to introduce students to the basics of physical geography.

VI. Topic Course Outline

GEOG A111 is offered as a GER-Natural Science because it is comprehensive in its treatment of the earth sciences and teaches students about the interdependence of physical systems. Consequently, breadth in the treatment of these topics is more important than an in-depth examination of several of the topics.

Instructors are expected to utilize a variety of techniques in their delivery of the course material, however, course instruction should not overemphasize the use of audio-visual materials.

A. Introduction
   1. Introduction to Geography
   2. The Globe, Maps, etc.
   3. Techniques: Map Interpretation, GIS, Remote Sensing, etc.

B. The Lithosphere
   1. Structure of Earth, Rocks, Plate Tectonics
   2. Earthquakes
   3. Volcanism and Landforms
   4. Solid Tectonic Processes and Landforms
   5. Weathering, Mass Wasting, Avalanches
   6. Rivers and Stream Landforms
   7. Desert and Eolian Landforms
   8. Coastal Processes and Landforms
   9. Glaciers and Landforms
  10. Karst and Landforms
  11. Permafrost and Landforms

C. The Atmosphere
   1. Solar Energy, Seasonality
   2. Atmospheric Structure and Composition
   3. Atmospheric Heating
Atmospheric Circulation
Ocean Circulation
Global Warming
El Nino
Atmospheric Moisture
Weather Systems
Global Climate Systems

D. Integration

Hydrological Systems
Soil Systems
Biogeography

VII. Suggested Texts

Many standard texts are available in physical geography including:


Each year a committee composed of all full-time geography faculty members and physical geography adjuncts will develop a list of texts to be used in GEOG A111. This list will be approved by the geography program coordinator or department chair.

VIII. Bibliography

Below is a sample of possible 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
   ASSC Division of Social Science

1c. Department
   Geography & Environmental Studies

2. Course Prefix
   GEOG

3. Course Number
   A211

4. Previous Course Prefix & Number
   
5a. Credits/CEUs
   3

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

6. Complete Course Title
   Earth Systems: The Science and Geography of the Natural Environment
   Earth Systems

   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

9. Repeat Status
   choose one
   ◐ # of Repeats ☐ Max Credits

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

11. Implementation Date
    ◐ semester/year
    From: Summer/2011
    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.

<table>
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   Initiator Name (typied): Dorn Van Dommelen Initiator Signed Initials: __________________ Date: __________________

13b. Coordination Email
    Date: 10/8/10
    submitted to Faculty Listserv: (uas-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison
    Date: 10/8/10

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
    Student needs will be best met with independent environmental science and physical geography courses. This necessitates the deletion of this course.

Initiator (faculty only)

Dorn Van Dommelen
Initiator (TYPE NAME)

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

Approved ☐ Disapproved ☐
Undergraduate/Graduate Academic Board Chairperson
Date

Approved ☐ Disapproved ☐
Provost or Designee Date

Approved ☐ Disapproved ☐
Department Chairperson Date

Approved ☐ Disapproved ☐
Curriculum Committee Chairperson Date

Approved ☐ Disapproved ☐
Chair/Coordinator Contacted Date
# Course Action Request

University of Alaska Anchorage

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

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Initiator Name (typed): Dorn Van Dommelen
Initiator Signed Initials: ___________
Date: ___________

13b. Coordination Email:
Date: 10/8/10
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison:
Date: 10/8/10

14. General Education Requirement

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<td>☐ Natural Sciences</td>
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<tr>
<td>☐ Integrative Capstone</td>
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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

Student needs will be best met with independent environmental science and physical geography courses. This necessitates the deletion of this course.

Initiator (faculty only): Dorn Van Dommelen
Initiator (TYPE NAME): ___________
Date: ___________

---

Approved
Disapproved
Dean/Director of School/College
Date

Approved
Disapproved
Undergraduate/Graduate Academic Board Chairperson
Date

Approved
Disapproved
Provost or Designee
Date

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148
Two years ago when the department developed the new Environment & Society degree program, the department sought to reduce course offerings by deleting GEOG A205 and ENVI A202 and creating a new, blended course, ENVI/GEOG A211.

This curricular experiment has not been entirely successful as it has created countless course petition headaches (both for us and, unfortunately, the registrar – this has largely been rectified with a minor change) and the new course, which has a CCG that leans heavily towards environmental science, is still being taught as a physical geography course at extended sites. The latter problem threatens to impact our majors’ preparation for later coursework.

We now propose to create a new physical geography course at the 100-level and delete the existing GEOG A211. Minor changes will be made to ENVI A211. Ironically, the new GEOG A111 will retain the old name to maintain consistency with UAF’s physical geography course (the name “Earth Systems” was developed in consultation with UAF) and the decoupled ENVI A211 will be renamed.
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  
ASSC Division of Social Science  
1c. Department  
Geography and Environmental Studies

2. Complete Program Title/PREFIX  
Environment & Society, BA & BS, Environmental Studies Minor, Geography Minor

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: Summer/2011  
To:  

6a. Coordination with Affected Units  
Department, School, or College: Geography and Environmental Studies  
Initiator Name (typed): Dorn Van Dommelen  
Initiator Signed Initials:  
Date:

6b. Coordination Email submitted to Faculty Listserv (uaa-faculty@lists.uaa.alaska.edu)  
Date: 11/5/10

6c. Coordination with Library Liaison  
Date: 11/5/10

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

8. Justification for Action  
Student needs will best be met with independent environmental science and physical geography courses. This requires minor adjustments to the catalog copy of the Environment & Society program and its Geography minor.

Initiator (faculty only)  
Dorn Van Dommelen  
Initiator (TYPE NAME)  
Date  

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

☑ Approved  ☐ Disapproved  
Undergraduate/Graduate Academic Board Chairperson  
Date

☑ Approved  
Curriculum Committee Chairperson  
Date

☑ Approved  ☑ Disapproved  
Provost or Designee  
Date
Impact of GES Changes on catalog

list-serve coordination memo 8-Oct-10

GEOG A211 deletion

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GEOG A211L deletion

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ENVI A211 changes
changes made to the GEOG A211 deletion

ENVI A211L changes
changes made to the GEOG A211L deletion
Environmental problems and society’s responses to the challenges presented by a changing environment are some of the most pressing issues facing our modern world. The interdisciplinary degree in Environment & Society prepares students to be informed citizens and for careers in environmental advocacy, policy setting and analysis, education, urban and resource planning, and graduate studies in a variety of disciplines.

The curriculum in the Environment & Society degree program will educate students about the fundamental role of interconnected, natural/living systems in supporting life and social well-being and the key threats to these systems and the challenges society faces in meeting these threats. In addition, students are exposed to the key methods and tools they will need to engage as professionals and citizens to promote the long-term health and vitality of ecological, social, economic, and cultural systems and to make informed decisions about environmental issues.

Curriculum in the Environment & Society major, as well as other course work offered by the Department of Geography and Environmental Studies, places an emphasis on community engagement and the development of advanced skills in public science writing.

In addition to a Bachelor of Arts and a Bachelor of Science in Environment & Society, minors in Environmental Studies and in Geography are also offered.

Program Outcomes

The specific educational outcomes that support the program objectives are to produce graduates who are able to:

- Describe the fundamental role of natural/living systems in supporting life and social well-being and the key threats to these systems.

- Explain the central importance of interconnections and relationships among people and the natural world in understanding the environmental and related challenges facing society.

- Apply appropriate methods and tools to engage as professionals and citizens to promote the long-term health and vitality of ecological, social, economic, and cultural systems.

- Demonstrate the ability to think critically about the relative merits of arguments, to anticipate consequences of actions, and to make informed decisions about environmental issues.
Bachelor of Arts, Environment & Society
Bachelor of Science, Environment & Society

Admission Requirements
Complete the Admission to Baccalaureate Programs Requirements listed at the beginning of this chapter.

Graduation Requirements
Students must complete the following graduation requirements:

A. General University Requirements
   Complete the General University Requirements of Baccalaureate degrees listed 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 for either a BA or BS degree listed at the beginning of the CAS section.

Major Requirements

1. Complete the following departmental core courses (11 Credits)
   - ENVI A211 Environmental Science: Systems and Processes 3
   - ENVI A211L Environmental Science: Systems and Processes Laboratory 1
   - ENVI A212 Living on Earth: People and the Environment 3
   - ENVI A470 Environmental Planning and Problem Solving 4

2. Complete the following interdisciplinary core courses (22 Credits)
   - BIOL A373 Conservation Biology 3
   - CEL A292 Introduction to Civic Engagement 3
   - CEL A395 Civic Engagement Internship 3
   - ECON A210 Environmental Economics and Policy 3
   - ENGL A478 Public Science Writing 3
   - ENVI/PHIL A303 Environmental Ethics 3
   - GIS A268 Elements of Geographic Information Systems (GIS) 4

3. Complete 9-10 credits from one of the following emphases: 9-10

   Life Science and Environment Emphasis
   - BIOL A271 Principles of Ecology (4)
   - BIOL A309 Biogeography (3)
   - BIOL A331 Systematic Botany (4)
   - BIOL A378 Marine Biology (3)
   - BIOL A477 Tundra and Taiga Ecosystems (3)
   - BIOL A490* Selected Lecture Topics in Biology (3)

   Natural Science and Environment Emphasis:
   - BIOL A490* Selected Lecture Topics in Biology (3)
   - CHEM A450 Environmental Chemistry (3)
   - GEOL A115 Environmental Geology (3)
   - GEOL A340 Hydrogeology (3)
   - GEOL A350 Geomorphology (4)
   - GEOL A455 Permafrost (3)
GEOL A457 Soil Genesis and Classification (4)
GEOL A460 Environmental Geochemistry (3)

Society and Environment Emphasis:
ANTH A354 Culture and Ecology (3)
ECON A435 Natural Resource Economics (3)
LSSS A311 People, Places, and Ecosystems (3)
SOC A307 Demography (3)
SOC A309 Urban Sociology (3)
SOC A404 Environmental Sociology (3)

* To be taken under the topic title “Environmental and Ecological Applications of Geographic Information Systems (GIS)”.

A total of 120 credits is required for the degree, of which 42 credits must be upper division.

**Minor, Environmental Studies**
Students majoring in another subject who wish to minor in Environmental Studies must complete the following requirements. At least 20 credits are required for the minor.

1. Complete the following required core courses: (11 Credits)
   - ENVI A211 Environmental Science: Systems and Processes 3
   - ENVI A211L Environmental Science: Systems and Processes Laboratory 1
   - ENVI A212 Living on Earth: People and the Environment 3
   - ENVI A470 Environmental Planning and Problem Solving 4

2. Complete three of the following courses, with at least one from each list: (9 Credits)

   **List A**
   - BIOL A271 Principles of Ecology (3)
   - BIOL A373 Conservation Biology (3)
   - BIOL A485* Selected Topics in Biology (3)
   - CHEM A450 Environmental Chemistry (3)
   - GEOL A115 Environmental Geology (3)
   - GIS A268 Elements of Geographic Information Systems (4)
   - GIS A370 Geographic Information Systems and Remote Sensing for Natural Resources (3)

   **List B**
   - ANTH A354 Culture and Ecology (3)
   - CEL A292 Introduction to Civic Engagement (3)
   - CEL A395 Civic Engagement Internship (3)
   - ENGL A478 Public Science Writing (3)
   - ENVI/ECON A210 Environmental Economics and Policy (3)
   - ENVI/PHIL A303 Environmental Ethics (3)
   - LSSS A311 People, Places, and Ecosystems (3)
   - SOC A404 Environmental Sociology (3)

   * To be taken under the topic title “Environmental and Ecological Applications of Geographic Information Systems (GIS)”.

   **Not available to Environment & Society majors**

**Minor, Geography**
Students majoring in another subject who wish to minor in Geography must complete the following requirements. At least 19 credits are required for the minor.

1. Complete the following required core courses: (10 Credits)
   - GEOG/INTL A101 Local Places/Global Regions: An Introduction to Geography 3
   - GEOG A111 Earth Systems: Science and Geography of the Natural Environment 3
2. Complete one of the following options: (9 Credits)
   a) 9 credits of upper division GEOG
   b) LSSS A311 and 6 credits of upper division GEOG

**Geography and Environmental Studies Faculty**

Dr. Mark Carper, Assistant Professor, afmdc@uaa.alaska.edu
Dr. Steve Colt, Associate Professor & Department Chair, afsgc@uaa.alaska.edu
Dr. Shannon Donovan, Assistant Professor, afsmd@uaa.alaska.edu
Dr. Dorn Van Dommelen, Professor, afdv@uaa.alaska.edu

**Affiliated Faculty**

Dr. Raymond Anthony, Associate Professor, Philosophy, ranthon1@uaa.alaska.edu
Dr. Jackie Cason, Assistant Professor, English, afjec1@uaa.alaska.edu
Dr. Nelta Edwards, Associate Professor, Sociology, nelta.edwards@uaa.alaska.edu
Dr. Lee Ann Munk, Associate Professor/Chair, Geology, Environment & Natural Resources Institute, afml@uaa.alaska.edu
Dr. Judith Owens-Manley, Director, Center for Community Engagement & Learning, afjo@uaa.alaska.edu
Dr. Frank von Hippel, Professor, Biology, affvh@uaa.alaska.edu
Dr. David Yesner, Professor, Anthropology, afdry@uaa.alaska.edu
Environment & Society
Beatrice G. McDonald Hall (BMH), Room 213, (907) 786-6049
www.uaa.alaska.edu/ges

Environmental problems and society’s responses to the challenges presented by a changing environment are some of the most pressing issues facing our modern world. The interdisciplinary degree in Environment & Society prepares students to be informed citizens and for careers in environmental advocacy, policy setting and analysis, education, urban and resource planning, and graduate studies in a variety of disciplines.

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- Demonstrate the ability to think critically about the relative merits of arguments, to anticipate consequences of actions, and to make informed decisions about environmental issues.
Bachelor of Arts, Environment & Society
Bachelor of Science, Environment & Society

Admission Requirements
Complete the Admission to Baccalaureate Programs Requirements listed at the beginning of this chapter.

Graduation Requirements
Students must complete the following graduation requirements:

A. General University Requirements
   Complete the General University Requirements of Baccalaureate degrees listed 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 for either a BA or BS degree listed at the beginning of the CAS section.

Major Requirements

1. Complete the following departmental core courses (11 Credits)
   - ENVI/GEOG A211 Earth Systems: Science and Geography of the Natural Environment 3
   - ENVI/GEOG A211L Earth Systems: Science and Geography of the Natural Environment Lab Environmental Science: Systems and Processes Laboratory 1
   - ENVI A212 Living on Earth: People and the Environment 3
   - ENVI A470 Environmental Planning and Problem Solving 4

2. Complete the following interdisciplinary core courses (22 Credits)
   - BIOL A271 Conservation Biology 3
   - CEL A292 Introduction to Civic Engagement 3
   - CEL A395 Civic Engagement Internship 3
   - ENGL A478 Public Science Writing 3
   - ENVI/ECON A210 Environmental Economics and Policy 3
   - ENGL A478 Public Science Writing 3
   - ENVI/PHIL A303 Environmental Ethics 3
   - GIS A268 Elements of Geographic Information Systems (GIS) 4

3. Complete 9-10 credits from one of the following emphases: 9-10
   - Life Science and Environment Emphasis
     - BIOL A271 Principles of Ecology (4)
     - BIOL A309 Biogeography (3)
     - BIOL A331 Systematic Botany (4)
     - BIOL A378 Marine Biology (3)
     - BIOL A477 Tundra and Taiga Ecosystems (3)
     - BIOL A475 Arctic Tundra Ecosystems (3)
     - BIOL A476 Boreal Ecosystems (2)
     - BIOL A490* Selected Lecture Topics in Biology (3)

   - Natural Science and Environment Emphasis:
     - BIOL A490* Selected Lecture Topics in Biology (3)
CHEM A450  Environmental Chemistry (3)
GEOL A115  Environmental Geology (3)
GEOL A340  Hydrogeology (3)
GEOL A350  Geomorphology (4)
GEOL A455  Permafrost (3)
GEOL A457  Soil Genesis and Classification (4)
GEOL A460  Environmental Geochemistry (3)

Society and Environment Emphasis:
ANTH A354  Culture and Ecology (3)
ECON A415  Urban and Regional Economics (3)
GIS A268  Elements of Geographic Information Systems (4)
GIS A370  Geographic Information Systems and Remote Sensing for Natural Resources (3)

* To be taken under the topic title “Environmental and Ecological Applications of Geographic Information Systems (GIS)”.

A total of 120 credits is required for the degree, of which 42 credits must be upper division.

Minor, Environmental Studies**
Students majoring in another subject who wish to minor in Environmental Studies must complete the following requirements. At least 20 credits are required for the minor.

1. Complete the following required core courses: (11 Credits)
   ENVI/GEOG A211  Earth Systems: Science and Geography of the Natural Environment  3
   ENVI/GEOG A211L  Earth Systems: Science and Geography of the Natural Environment Lab  1
   ENVI A212  Living on Earth: People and the Environment  3
   ENVI A470  Environmental Planning and Problem Solving  4

2. Complete three of the following courses, with at least one from each list: (9 Credits)
   List A
   BIOL A271  Principles of Ecology (3)
   BIOL A373  Conservation Biology (3)
   BIOL A485*  Selected Topics in Biology (3)
   CHEM A450  Environmental Chemistry (3)
   GEOL A115  Environmental Geology (3)
   GIS A268  Elements of Geographic Information Systems (4)
   GIS A370  Geographic Information Systems and Remote Sensing for Natural Resources (3)
   List B
   ANTH A354  Culture and Ecology (3)
   CEL A292  Introduction to Civic Engagement (3)
   CEL A395  Civic Engagement Internship (3)
   ENGL A478  Public Science Writing (3)
   ENVI/ECON A210  Environmental Economics and Policy (3)
   ENVI/PHIL A303  Environmental Ethics (3)
   LSSS A311  People, Places, and Ecosystems (3)
   SOC A404  Environmental Sociology (3)

* To be taken under the topic title “Environmental and Ecological Applications of Geographic Information Systems (GIS)”.  
** Not available to Environment & Society majors
Minor, Geography
Students majoring in another subject who wish to minor in Geography must complete the following requirements.

At least 20 credits are required for the minor.

1. Complete the following required core courses: (11 Credits)
   - GEOG/INTL A101 Local Places/Global Regions: An Introduction to Geography 3
   - ENVI/GEOG A211 Earth Systems: Science and Geography of the Natural Environment 3
   - GIS A268 Elements of Geographic Information Systems (GIS) 4

2. Complete one of the following options: (9 Credits)
   a) 9 credits of upper division GEOG
   b) LSSS A311 and 6 credits of upper division GEOG

Geography and Environmental Studies Faculty

- Dr. Andy Kliskey, Associate Professor, Geography & Environmental Studies, Biology, afadk@uaa.alaska.edu
- Dr. Dorn Van Dommelen, Professor & Department Chair, afdv@uaa.alaska.edu
- Dr. Mark Carper, Assistant Professor, afmdc@uaa.alaska.edu
- Dr. Steve Colt, Associate Professor & Department Chair, afsdc@uaa.alaska.edu
- Dr. Shannon Donovan, Assistant Professor, afsmd@uaa.alaska.edu
- Dr. Van Dommelen, Professor, afdv@uaa.alaska.edu
- Dr. Andy Kliskey, Associate Professor, Geography & Environmental Studies, Biology, afadk@uaa.alaska.edu

Affiliated Faculty

- Dr. Lilian Alessa, Associate Professor, Geography & Environmental Studies, Biology, afla@uaa.alaska.edu
- Nancy Andes, Director, Center for Community Engagement & Learning, n.andes@uaa.alaska.edu
- Dr. Raymond Anthony, Assistant Professor, Philosophy, ranthon1@uaa.alaska.edu
- Dr. Jackie Cason, Assistant Professor, English, afjec1@uaa.alaska.edu
- Dr. Nelta Edwards, Associate Professor, Sociology, nelta.edwards@uaa.alaska.edu
- Dr. Steve Colt, Associate Professor, Geography & Environmental Studies, Economics, Director ISER, afsdc@uaa.alaska.edu
- Dr. Steve Haycox, Professor, History, afswh1@uaa.alaska.edu
- Dr. Frank von Hippel, Associate Professor, Biology, affvh@uaa.alaska.edu
- Dr. Lee Ann Munk, Associate Professor/Chair, Geology, Environment & Natural Resources Institute, afm@uaa.alaska.edu
- Dr. Judith Owens-Manley, Director, Center for Community Engagement & Learning, afjo@uaa.alaska.edu
- Dr. Frank von Hippel, Professor, Biology, affvh@uaa.alaska.edu
- Dr. David Yesner, Professor, Anthropology, afdry@uaa.alaska.edu
# Course Action Request

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

<table>
<thead>
<tr>
<th>1a. School or College</th>
<th>1b. Division</th>
<th>1c. Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>CB CBPP</td>
<td>ADBP Division of Business Programs</td>
<td>BA</td>
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</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>
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<tr>
<td>BA</td>
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<td>3</td>
<td>(3+0)</td>
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6. Complete Course Title

Real Estate Principles

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 Suggested Text (please specify)

9. Repeat Status No

<table>
<thead>
<tr>
<th># of Repeats</th>
<th>Max Credits</th>
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</table>

10. Grading Basis

- A-F
- P/NP
- NG

11. Implementation Date

From: Summer/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](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>
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</thead>
<tbody>
<tr>
<td>Bachelor of Business Administration, Finance - Real Estate and Property Management Concentration</td>
<td>132</td>
<td>11/19/2010</td>
<td>Ed Forrest</td>
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<tr>
<td>Minor, Real Estate</td>
<td>132</td>
<td>11/19/2010</td>
<td>Ed Forrest</td>
</tr>
</tbody>
</table>

13b. Coordination Email

Date: 2/04/2011
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison

Date: 2/04/2011

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)

Surveys real estate legal analysis, private and public restrictions on ownership, deeds, title examination, contracts, title closings, leases, brokerage, appraisal, property management, commercial and residential land uses, urban and regional economics, residential and commercial property financing, and mathematical mortgage analysis.

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

- ACCT A201, (BA A131 or BA A325), ECON A201, ECON A202, and (MATH A107 or MATH A172)

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)

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

17. Mark if course has fees

- Standard CBPP computer lab fee

18. Mark if course is a selected topic course

19. Justification for Action

- Changed prerequisites, course description, and suggested text.
<table>
<thead>
<tr>
<th>Initiative (faculty only)</th>
<th>Date</th>
<th>Dean/Director of School/College</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Richard Cohen</td>
<td></td>
<td></td>
<td></td>
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<th>Approved</th>
<th>Disapproved</th>
<th>Date</th>
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<th>Department Chairperson</th>
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<th>Disapproved</th>
<th>Date</th>
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<th>Date</th>
<th>Approved</th>
<th>Disapproved</th>
<th>Date</th>
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<tr>
<th>Undergraduate/Graduate Academic Board Chairperson</th>
<th>Date</th>
<th>Approved</th>
<th>Disapproved</th>
<th>Date</th>
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</table>

<table>
<thead>
<tr>
<th>Provost or Designee</th>
<th>Date</th>
<th>Approved</th>
<th>Disapproved</th>
<th>Date</th>
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</thead>
</table>

161
I. Date Initiated
   February 9, 2011

II. Course Information
   College/School: College of Business and Public Policy
   Department: Business Administration
   Program: Bachelor of Business Administration, Finance – Real Estate
   and Property Management Concentration and Minor, Real Estate
   Course Title: Real Estate Principles
   Course Number: BA A306
   Credits: 3
   Contact Hours: 3 per week x 15 weeks = 45 hours
   0 lab hours
   6 hours outside of class per week x 15 weeks = 90 hours
   Grading Basis: A - F
   Course Description: Surveys real estate legal analysis, private and public
   restrictions on ownership, deeds, title examination, contracts, title closings, leases,
   brokerage, appraisal, property management, commercial and residential land uses,
   urban and regional economics, residential and commercial property financing, and
   mathematical mortgage analysis.
   Course Prerequisites: ACCT A201, (BA A131 or BA A325), ECON A201,
   ECON A202, and (MATH A107 or MATH A172).
   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. Lectures
   B. Discussions
   C. Guest lectures
   D. Presentations

IV. Guidelines for Evaluation
   A. Exams
   B. Project
   C. Homework
V. Course Level Justification
This junior-level class analyzes various aspects of the real estate ownership. This course requires college-level algebraic, research, and writing skills.

VI. Outline
A. Introduction to Real Estate
B. Rights and Interests in Land
C. Forms of Land Ownership and Transferring Title
D. Real Estate Sales Contract and Deed of Trust
E. Mortgages and Notes
F. Sources and Types of Financing
G. Real Estate Appraisal
H. Real Estate Institutions

VII. Suggested Text

VIII. Bibliography
Textbooks are supplemented by readings from current professional publications available in the UAA/APU Consortium Library and Loussac Library. Useful information on real estate industry is available on the following websites:
http://www.alta.org
http://www.appraisalinstitute.org
http://www.apt.com
http://www.caci.com
http://www.ccim.com
http://www.fha-home-loans.com
http://www.fhfb.gov
http://www.frbservices.org
http://www.housingzone.com
http://www.hud.gov
http://www.ired.com
http://www.irem.org
http://www.jchs.harvard.edu
http://www.mbaa.org
http://www.nmhc.org
http://www.rerc.com
http://www.reri.org
http://www.shoppingcenters.com
IX. Instructional Goals and Student Outcomes

A. Instructional Goals

The instructor will:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Present an overview of the real estate industry</td>
</tr>
<tr>
<td>2.</td>
<td>Discuss rights and interests in land</td>
</tr>
<tr>
<td>3.</td>
<td>Discuss forms of land ownership and transfer of title</td>
</tr>
<tr>
<td>4.</td>
<td>Explain the real estate sales contract and deed of trust</td>
</tr>
<tr>
<td>5.</td>
<td>Discuss valuation of mortgages and notes, and economic analysis of the markets in which they are traded</td>
</tr>
<tr>
<td>6.</td>
<td>Discuss types of financial instruments and sources of funding</td>
</tr>
<tr>
<td>7.</td>
<td>Describe appraisal techniques</td>
</tr>
<tr>
<td>8.</td>
<td>Discuss the role of real estate institutions</td>
</tr>
</tbody>
</table>

B. Student Outcomes

Students will be able to:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td>1.</td>
<td>Assess an individual’s interest in land, forms of ownership, and transfer of title</td>
</tr>
<tr>
<td>2.</td>
<td>Evaluate a real estate sales contract and deed of trust</td>
</tr>
<tr>
<td>3.</td>
<td>Value mortgages and notes, and analyze the markets in which they are traded</td>
</tr>
<tr>
<td>4.</td>
<td>Describe sources and financing of a real estate transaction</td>
</tr>
<tr>
<td>5.</td>
<td>Determine the appraised value of a property</td>
</tr>
<tr>
<td>6.</td>
<td>Collect and analyze documents related to a private residence of their choice</td>
</tr>
</tbody>
</table>
Course Action Request  
University of Alaska Anchorage  
Proposal to Initiate, Add, Change, or Delete a Course

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<th>5a. Credits/CEUs</th>
<th>5b. Contact Hours (Lecture + Lab)</th>
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<tr>
<td>BA</td>
<td>A320</td>
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<td>(3+0)</td>
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6. Complete Course Title  
Real Estate Finance  
Abbreviated Title for Transcript (30 character)

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

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

If a change, mark appropriate boxes:

- Prefix
- Credits
- Title
- Grading Basis
- Course Description
- Test Score Prerequisites
- Other Restrictions
- Other Suggested Text (please specify)

9. Repeat Status No  
# of Repeats  
Max Credits

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

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

12. ☐ Cross Listed with  
liced 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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<td>Ed Forrest</td>
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<td>3.</td>
<td></td>
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Initiator Name (typed): Richard Cohen  
Initiator Signed Initials: _________  Date:________________

13b. Coordination Email  
Date: 02/04/2011  
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison  
Date: 02/04/2011

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)  
Surveys all aspects of real estate finance. Topics covered are interest rates, mortgages, federal housing policies, secondary mortgage markets, leverage and property valuation, taxation, and real estate in a portfolio context.

16a. Course Prerequisite(s) (list prefix and number)  
ACCT A201, (BA A306 or BA A325), ECON A201, ECON A202, and (MATH A107 or MATH A172).

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

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

18. ☐ Mark if course is a selected topic course

19. Justification for Action  
Change of prerequisites and update suggested text.
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<th>Approval Status</th>
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<tr>
<td>Richard Cohen</td>
<td>Approved</td>
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<tr>
<td>Initiateurs (TYPE NAME)</td>
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<td>Dean/Director of School/College</td>
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<td>Department Chairperson</td>
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<td>Undergraduate/Graduate Academic Board Chairperson</td>
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<td>Curriculum Committee Chairperson</td>
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<td>Provost or Designee</td>
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I. Date Initiated
   February 9, 2011

II. Course Information
   College/School: College of Business and Public Policy
   Department: Business Administration
   Program: Bachelor of Business Administration, Finance - Real Estate and Property Management Concentration
   Course Title: Real Estate Finance
   Course Number: BA A320
   Credits: 3
   Contact Hours: 3 per week x 15 weeks = 45 hours
                 0 lab hours
                 6 hours outside of class per week x 15 weeks = 90 hours
   Grading Basis: A - F
   Course Description: Surveys all aspects of real estate finance. Topics covered are interest rates, mortgages, federal housing policies, secondary mortgage markets, leverage and property valuation, taxation, and real estate in a portfolio context.
   Course Prerequisites: ACCT A201, (BA A306 or BA A325), ECON A201, ECON A202, and (MATH A107 or MATH A172).
   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. Lectures
   B. Discussions
   C. Guest lectures
   D. Presentations

IV. Guidelines for Evaluation
   A. Exam
   B. Projects
   C. Homework

V. Course Level Justification
   This junior-level class analyzes various aspects of the real estate finance. This course requires college-level algebraic skills.
VI. Outline
A. Money, Credit, and the Determination of Interest Rates
B. Mortgage Instruments
C. Secondary Mortgage Markets
D. Federal Housing Policies
E. Leverage and Property Valuation
F. Real Estate Taxation
G. Real Estate Investment in a Portfolio Context

VII. Suggested Text

VIII. Bibliography
Textbooks are supplemented by readings from current professional publications available in the UAA/APU Consortium Library and Loussac Library. Useful information on real estate industry is available on the following websites:

http://www.alta.org
http://www.appraisalinstitute.org
http://www.apt.com
http://www.caci.com
http://www.ccim.com
http://www.fha-home-loans.com
http://www.fhfb.gov
http://www.frbservices.org
http://www.housingzone.com
http://www.hud.gov
http://www.ired.com
http://www.irem.org
http://www.jchs.harvard.edu
http://www.mbaa.org
http://www.nmhc.org
http://www.rerc.com
http://www.reri.org
http://www.shoppingcenters.com
IX. Instructional Goals and Student Outcomes

A. Instructional Goals
   The instructor will:

   1. Present an overview of interest rate determination
   2. Discuss different mortgage instruments
   3. Describe secondary mortgage securities and their markets
   4. Explain federal housing policies
   5. Explain leverage and property valuation
   6. Examine real estate taxation
   7. Describe real estate investment in a portfolio context

B. Student Outcomes
   Students will be able to:

<table>
<thead>
<tr>
<th>Students will be able to:</th>
<th>Assessment Method</th>
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<tbody>
<tr>
<td>1. Evaluate interest rate fluctuations and their impact on property value</td>
<td>Homework and exam</td>
</tr>
<tr>
<td>2. Evaluate primary and secondary mortgage market securities and their markets</td>
<td>Homework and exam</td>
</tr>
<tr>
<td>3. Explain federal housing policies</td>
<td>Homework and exam</td>
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<tr>
<td>4. Analyze the impact of leverage on property valuation</td>
<td>Project or exam</td>
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<td>5. Calculate tax liabilities on real estate income and capital gains</td>
<td>Homework and exam</td>
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<tr>
<td>6. Evaluate the performance of a real estate investment in an investment portfolio context</td>
<td>Project or exam</td>
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</table>
2 January, 2011

CAS Curriculum Committee
University of Alaska Anchorage
College of Arts & Sciences
3211 Providence Drive
Anchorage, AK 99508

Esteemed CAS Curriculum Committee Members:

Following the recommendations of your committee offered on Wednesday, December 1, enclosed you will find the revised CARs, CCGs, and Implication Resource Forms as representative of the Department of Languages Curriculum Committee’s proposal to increase the number of semester credit hours from 3 to 4 for the following Elementary and Intermediate courses in our American Sign Language Program: ASL A101, ASL A102, ASL A201, and ASL A202. This initiative, unanimously supported by the members of the Department of Languages Curriculum Committee during AY 2010-11, is founded upon the following University of Alaska Anchorage and Peer Institutional academic standards as well as community, state, and national market demands. Although you have already reviewed and approved our rationale outlined below, I am including this information again for prospective reviewers from the University of Alaska Anchorage Undergraduate Academic and General Education Review Boards.

**Academic Standards**

In alliance with overall institutional and General Education Review outcomes established, the Department of Languages holds itself to the highest academic and disciplinary standards regarding Second Language Acquisition and Proficiency as outlined nationally by both the American Council on the Teaching of Foreign Languages and Modern Languages Associations. It is recommended that all language classes meet a *minimum* of 3-5 credit hours per week (50’ sessions); however, it is also noted that additional in-class hours are essential to learning a *visual* language, as the human brain actually needs to create new neural pathways between the eye/hand and brain for comprehension and production of a gestural language. In essence, instructors need to be present to impart and evaluate productive and receptive language skills. Given the inclusion of American Sign Language as one of the Dual Language Options for the Bachelor of Arts in Languages at UAA, it is imperative that ASL be equal in course content and rigor to the other 4-credit hour language programs currently offered within this Dual Language Option: French, German, Japanese, Russian, and Spanish. Curricular parity across all
languages in the Department is key in successfully supporting GER and Language Program Outcomes.

Based upon our investigations, among UAA’s peer universities, the following major institutions offer 4-5 credit hours per week in American Sign Language. The list below indicates the number of credit hours in ASL according to institution:

- Boise State University 4 cr.
- Purdue University (West Lafayette and Fort Wayne campuses) 5 cr.
- University of Southern Maine 4 cr.
- University of Nebraska (Omaha) 4 cr.

The Department of Languages Curriculum Committee additionally investigated the historical origin of the ASL Program at the University of Alaska Anchorage, whereby it was discovered that this language program was first offered during the era of the Community College in which the majority of courses was set at 3 credit hours, only later to be absorbed by the UAA Department of English in which courses have been traditionally offered at a fixed 3 credit hours as well. As such, Elementary and Intermediate language courses under the rubric of ASL—currently a full-fledged member program of the Department of Languages—should be equal in credit hours to all other language courses offered in the Department (i.e. Chinese, French, German, Japanese, Russian, Spanish), particularly as part of a degree program.

**Market Demand**

The demand for those with an advanced proficiency in American Sign Language at the local, state, and national levels can be neither underestimated nor understated. According to the medical community, an average of 10% of the world’s population is born deaf (a statistic which does not include the populations rendered deaf due to ever-increasing deleterious environmental factors such as noise pollution). During AY 2009-10 alone, the UAA main campus Disability Support Services spent over $200,000 to cover 3,500 hours of ASL interpreting services, yet statewide 11 students remained without sufficient ASL interpreting services as determined by law. In some instances, it was necessary to outsource interpreters based in Seattle via digital camera for a fee of $20 per minute. The State of Alaska does not provide a ASL Interpreter Certification Program, and therefore, it is imperative that UAA, as a flagship institution, provide the best resources and open access to pursue the study of American Sign Language.

Thank you for your time and constructive criticism during our meeting on December 1, 2010. If granted, this extra credit hour will allow ASL A101-A202 instructors to fully and thoroughly cover all sections of each chapter included in the selected course textbooks, as the national trend dictates that Second Language college textbook publishers design elementary and intermediate texts modeling a 4 to 5 credit-hour course.
Sincerely,

Patricia Fagan, Ph.D.
Department of Languages Curriculum Committee Chair
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
Elementary ASL I
Abbreviated Title for Transcript (30 character)

7. Type of Course  Academic
8. Type of Action:  Add
9. Repeat Status No  # of Repeats  N/A  Max Credits  N/A

10. Grading Basis  A-F
11. Implementation Date  From: Fall/2011  To: 9999/9999

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 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>
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<tr>
<td>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>Elementary American Sign Language I</td>
<td>p.323</td>
<td>November 9, 2010</td>
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</tr>
<tr>
<td>Gen Ed Classification List: Tier 2</td>
<td>p.81</td>
<td>November 9, 2010</td>
<td>Len Smiley, Chair, GERC</td>
</tr>
</tbody>
</table>

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

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

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>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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) (concurrent enrollment required)  N/A
16d. Other Restriction(s)  N/A
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)

Initiator (faculty only)  Date  Disapproved  Dean/Director of School/College  Date

Approved  Disapproved  Date

Approved  Disapproved  Date

Approved  Disapproved  Date

Approved  Disapproved  Date

Approved  Disapproved  Date

Approved  Disapproved  Date

Approved  Disapproved  Date

Approved  Disapproved  Date
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>Students will be able to:</th>
<th>Assessment Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Demonstrate elementary proficiency in sign reception in ASL:</td>
<td>Tests</td>
</tr>
<tr>
<td>Comprehend words, phrases, and sentences pertaining to the most common features of daily life.</td>
<td></td>
</tr>
<tr>
<td>Demonstrate elementary proficiency in sign production in ASL:</td>
<td>Interviews and dialogues</td>
</tr>
<tr>
<td>Communicate using memorized words, phrases, and expressions in order to function in basic and immediate contexts.</td>
<td></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

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<tr>
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<td>AHUM Division of Humanities</td>
<td>Languages</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>
</tr>
</thead>
<tbody>
<tr>
<td>ASL</td>
<td>A102</td>
<td>N/A</td>
<td>4</td>
<td>(4+)</td>
</tr>
</tbody>
</table>

6. Complete Course Title

Elementary American Sign Language II
Elementary ASL II

Abbreviated Title for Transcript (30 character): A102

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

9. Repeat Status No

- [ ] # of Repeats

10. Grading Basis

- [x] 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](http://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](mailto:uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison

- [ ] Date: November 9, 2010

14. General Education Requirement

- [ ] Oral Communication
- [ ] Written Communication
- [ ] Quantitative Skills
- [x] 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)

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

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

- [ ] N/A

17. [x] 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)

Approved
Disapproved

Dean/Director of School/College
Approved
Disapproved

Undergraduate/Graduate Academic
Board Chairperson
Approved
Disapproved

Provost or Designee
Approved
Disapproved

Curriculum Committee Chairperson
Approved
Disapproved

Department Chairperson
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Board Chairperson
Approved
Disapproved

Provost or Designee
Approved
Disapproved

Curriculum Committee Chairperson
Approved
Disapproved

Department Chairperson
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
Students will be able to:

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<td>Tests</td>
</tr>
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<td>Comprehend words, phrases, and complete sentences built upon the vocabulary, grammar, and</td>
<td></td>
</tr>
<tr>
<td>communicative functions acquired in ASL A101.</td>
<td></td>
</tr>
<tr>
<td>Demonstrate elementary proficiency in sign production in ASL:</td>
<td>Interviews and</td>
</tr>
<tr>
<td>Communicate using memorized words, phrases, and expressions built upon the vocabulary,</td>
<td>dialogues</td>
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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:
(Companion DVD)
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
- A201

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

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

#### 5b. Contact Hours
- (Lecture + Lab) (4+0)

#### 6. Complete Course Title
- Intermediate American Sign Language I
- Intermediate ASL I

#### 7. Type of Course
- Academic

#### 8. Type of Action:
- **Add**

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

#### 10. Grading Basis
- A-F
- P/NP

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

#### 13a. Impacted Courses or Programs

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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)*

> 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.

**16a. Course Prerequisite(s)** *(list prefix and number)*
- ASL A102

**16b. Test Score(s)**
- N/A

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

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

**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):** Patricia Fagan

**Initiator Signed Initials:**

**Date:**

**Approved**  
**Disapproved**  

**Dean/Director of School/College**

**Date:**

**Approved**  
**Disapproved**  

**Undergraduate/Graduate Academic Board Chairperson**

**Date:**

**Approved**  
**Disapproved**  

**Provost or Designee**

**Date:**

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**181**
UNIVERSITY OF ALASKA ANCHORAGE
DEPARTMENT OF LANGUAGES
COURSE CONTENT GUIDE
ASL A201
Intermediate American Sign Language I

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>
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<tr>
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<tr>
<td>Demonstrate intermediate proficiency in sign reception in ASL:</td>
<td>Tests</td>
</tr>
<tr>
<td>Comprehend simple, yet connected discourse relating to generally predictable topics,</td>
<td></td>
</tr>
<tr>
<td>personal environment, and social demands.</td>
<td></td>
</tr>
<tr>
<td>Demonstrate intermediate proficiency in sign production in ASL:</td>
<td>Interviews and dialogues</td>
</tr>
<tr>
<td>Communicate to satisfy simple personal needs and social demands as well as narrate or</td>
<td></td>
</tr>
<tr>
<td>describe basic information in major time frames.</td>
<td></td>
</tr>
<tr>
<td>Expand upon the vocabulary, grammar, and communicative functions 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:


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
   A202

4. Previous Course Prefix & Number
   N/A

5a. Credits/CEUs
   4

5b. Contact Hours
   (Lecture + Lab)
   (4+0)

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 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 No # of Repeats N/A Max Credits N/A

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

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

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>Len Smiley, Chair, GERC</td>
</tr>
</tbody>
</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)
    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

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

   Undergraduate/Graduate Academic Board Chairperson Date
   ☐ Approved
   ☐ Disapproved

   Provost or Designee Date
   ☐ Approved
   ☐ Disapproved

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UNIVERSITY OF ALASKA ANCHORAGE  
DEPARTMENT OF LANGUAGES  
COURSE CONTENT GUIDE  
ASL A202  
Intermediate American Sign Language II

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**

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


Date: February 7, 2011
From: Hilary Davies
Subj: Future topics for discussion

Curriculum Handbook:

Page 15, Section 5.3. Purge List:
A purge list is compiled annually for courses not offered successfully in the previous four academic years. If a course has not been successfully offered in the previous four academic years, then that course will be purged from the catalog unless the department responsible for the course provides a clear justification for retaining the course in the catalog. This justification must be submitted to UAB/GAB for review.

Question: Does the wording "previous four academic years" need clarification? I interpret this time frame to be August 2006-Summer 2010 for review in Spring 2011.

Page 15, Section 5.3. GER Course Purge List.
UAA policy states that a course may not remain on the GER list if it has not been offered successfully at least once during the past four semesters, excluding summer. The list of GER courses will be provided to UAB by the OAA each spring. Review of the GER list will be done annually by UAB in the spring semester.

Recommended wording for the last sentence: The list of GER courses will be provided to UAB by Enrollment Services each spring.

Question: Do the wording "four previous semesters" need to be clarified? I interpret the four semesters to be Fall 2010, Spring 2010, Fall 2009 and Spring 2009 for review in Spring 2011. Summer offerings have no impact on the list - I checked all the GER courses except for the Capstone Category.

Page 43. Box 13a. Impacted Courses or Programs
List any programs/college requirements, courses or current catalog copy impacted by this change. This includes the initiating department. Clearly indicate whether the program or course requires the course or uses it as a program selective*or as a prerequisite. The department initiating the proposal is also responsible for coordinating with each impacted program chair/coordinator. In order to find programs that use this course, use the .pdf file provided on the Office of the Registrar’s website (www.uaa.alaska.edu/records/catalogs/catalogs.cfm) to search for the course prefix and number in the current catalog. If the program(s) of the initiating department is impacted, catalog copy with track changes must be provided by the initiating department. Current catalog copy in Word is available on the Governance website.
If three or less programs outside the initiating department are impacted, please complete the table in Box 13a. If more than three outside the initiating department are impacted, a coordination spreadsheet is required listing the impacted program/course, the specific impact (e.g. program requirement, selective, credits required, prerequisite, corequisite, registration restriction), current
catalog copy page, type/date of coordination, and the name of the department chair/coordinator contacted. The format for the spreadsheet can be found on the Governance website at www.uaa.alaska.edu/governance/coordination/index.cfm.

* program selective - A credit course within a group of courses from which a student is required to select.

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.

Question: Does the wording need to be clarified? If so, how?

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.

Catalog Issues:
- ENGL/COMM wording in program catalog copy

  Proposed catalog copy change for programs which have ENGL A111 as a specific major requirement
  ENGL A111 or ENGL A1W- Written Communication GER.
  Rationale: In programs with ENGL A111 as a specific major requirement, students can meet that requirement with either
  a. ENGL A111 or
  b. Transfer course which meets Written Communication GER

  This change will allow use of transfer course work which meets Written Communication GER standards without going through the petition process.
Proposed catalog copy change for programs which have COMM A111, A235, A237, or A241 as a specific major requirement.
Oral Communication Skills GER.
Rationale: In programs which list Oral Communication Skills GER, students can meet those requirements with either
a. COMM A111, A235, A237, or A241 or
b. Transfer course which meets Oral Communication GER

Many programs currently have a specific requirement which mirrors that Oral Communication GER (Requires COMM A111, A235, A237, or A241). Students who transfer in a communication class which meets GER but not specifically one of those courses must complete a petition.

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 Grading and Advising Issues
Deadline for faculty to submit grades - do we need policy?
The information will be sent to the faculty listserve, and posted on the Academic Calendar.
Advanced Placement (AP) information is now listed in the A-Z listing on the UAA Website.
<table>
<thead>
<tr>
<th>Subject</th>
<th>Course Number</th>
<th>Prefix</th>
<th>Course Title</th>
<th>Effective Term Code</th>
<th>Last Term Offered</th>
<th>GER Type</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>RUSS</td>
<td>A101E</td>
<td>AS</td>
<td>*Elementary Russian I</td>
<td>199702</td>
<td>200603</td>
<td>Humanities</td>
<td></td>
</tr>
<tr>
<td>SPAN</td>
<td>A101E</td>
<td>AS</td>
<td>*Elementary Spanish I</td>
<td>199702</td>
<td>200703</td>
<td>Humanities</td>
<td></td>
</tr>
<tr>
<td>SPAN</td>
<td>A102E</td>
<td>AS</td>
<td>*Elementary Spanish II</td>
<td>199702</td>
<td>200701</td>
<td>Humanities</td>
<td></td>
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<tr>
<td>SPAN</td>
<td>A201E</td>
<td>AS</td>
<td>*Intermediate Spanish I</td>
<td>199702</td>
<td>200703</td>
<td>Humanities</td>
<td></td>
</tr>
<tr>
<td>HUM</td>
<td>A250</td>
<td>AS</td>
<td>*Myths &amp; Contemporary Culture</td>
<td>199702</td>
<td>200501</td>
<td>Humanities</td>
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</tr>
<tr>
<td>HNRS</td>
<td>A490</td>
<td>HC</td>
<td>*Senior Honors Seminar</td>
<td>199703</td>
<td>200803</td>
<td>Integrative Capstone</td>
<td></td>
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</tbody>
</table>