March 19, 2010
ADM 204 at 2:00-5:00

I. Roll
( ) Hilary Davies  ( ) Cheryl Smith  ( ) Deborah Fox
( ) Bettina Kipp Lavea  ( ) Toni Croft  ( ) David Meyers
( ) Suzanne Forster  ( ) Oliver Hedgepeth  ( ) Jared Griffin
( ) Utpal Dutta  ( ) Kenrick Mock  ( ) Susan Fallon
( ) Susan Wilson  ( ) Marion Yapuncich  ( ) Vacant
( ) Hilary Seitz  ( ) Kevin Keating  ( ) Vacant  ( ) Bart Quimby

II. Approval of the Agenda (pg. 1-2)

III. Approval of Meeting Summary (pg. 3-5)

IV. Administrative Report
A. Associate Vice Provost Bart Quimby
B. Registrar John Allred

V. Chair’s Report
A. UAB Chair- Hilary Davies
B. GERC- Len Smiley/ Suzanne Forster/Deborah Fox
C. Assessment Committee Report- Kenrick Mock/Susan Fallon

VI. Program/Course Action Request – Second Reading
Chg CIS A445 Advanced Network Management (3 cr) (3+0) (pg. 6-11)
Chg CWLA A262 Introduction to Creative Writing: Poetry (3 cr) (3+0) (pg. 12-14)
Chg CWLA A263 Introduction to Creative Writing: Fiction (3 cr) (3+0) (pg. 15-18)
Chg CWLA A264 Introduction to Creative Writing: Drama (3 cr) (3+0) (pg. 19-21)
Chg CWLA A265 Introduction to Creative Writing: Nonfiction (3 cr) (3+0) (pg. 22-25)
Chg CWLA A266 Introduction to Creative Writing: Children’s Stories (3 cr) (3+0) (pg. 26-28)
Chg ENGL A424 Shakespeare (3 cr) (3+0) (pg. 29-33)

Tabled:
Add PER A155 Beginning Fly Fishing (1 cr) (1+0)

VII. Program/Course Action Request – First Reading
Chg CWLA A259 Short Format Introduction to Creative Writing (1 cr) (1+0) (pg. 34-37)
Chg PETR A155 Blueprint Reading (3 cr) (3+0) (pg. 38-41)
Chg PETR A240 Industrial Process Instrumentation III (3 cr) (3+0) (pg. 42-45)
Chg PETR A244 Industrial Process Instrumentation IV (3 cr) (3+0) (pg. 46-49)
Del GEOG A323 Economic Geography and the Global Environment (3 cr) (3+0) (pg. 50)
Del  GEOG A327  Political Geography (crosslisted with PS A327) (3 cr) (3+0) (pg. 51)
Del  PS A327  Political Geography (crosslisted with GEOG A327) (3 cr) (3+0) (pg. 52)
Chg  GEOG A390  Field Studies in Geography (1-3 cr) (1-2+3-6) (pg. 53-56)
Add  GEOG A390A  Topics in Global Geography (3 cr) (3+0) (pg. 57-62)
Add  ENVI A490  Topics in Environment and Society (3 cr) (3+0) (pg. 63-66)
Add  SPAN A390  Selected Topics: Studies in Translation and Interpretation (4 cr) (4+0) (pg. 67-73)
Chg  CIS A410  Project Management (3 cr) (3+0) (pg. 74-79)
Chg  CIS A489  Systems Design, Development and Implementation (3 cr) (3+0) (pg. 80-84)
Chg  ECON A454  Economics Internship (3 cr) (0+3) (pg. 85-89)

IX. Old Business
A. Purge List- 2nd reading will occur at the March 26th agenda

X. New Business

XI. Informational Items and Adjournment
A. Course Title List (pg. 90-93)
B. Curriculum Log
C. Curriculum Handbook
D. Catalog Copy
E. Accreditation website
   NWCCU Standards Draft 5.0 with Tracked Changes http://www.nwccu.org/Standards%20Review/StandardsReview.htm
I. Roll
(x) Hilary Davies  (x) Cheryl Smith  (x) Deborah Fox
( ) Bettina Kipp Lavea  ( ) Toni Croft  (x) David Meyers
(x) Suzanne Forster  (x) Oliver Hedgepeth  (x) Jared Griffin
(x) Utpal Dutta  (x) Kenrick Mock  (x) Susan Fallon
(x) Susan Wilson  (x) Marion Yapuncich  ( ) Vacant
( ) Hilary Seitz  (x) Kevin Keating  ( ) Vacant  (x) Bart Quimby

II. Approval of the Agenda (pg. 1-2)
MOTION: The Undergraduate agrees that all Undergraduate Academic Board meeting will end no later than 5:00 pm.
Unanimously approved

III. Approval of Meeting Summary (pg. 3-6)
Approved

IV. Administrative Report
A. Associate Vice Provost Bart Quimby
No Report

B. Registrar John Allred

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

B. GERC- Len Smiley/ Suzanne Forster/Deborah Fox

C. Assessment Committee Report- Kenrick Mock/Susan Fallon

VI. Program/Course Action Request – Second Reading
Chg RADT A133 Radiographic Procedures III (3 cr) (2+2) (pg. 7-12)
Approved

Chg GEOL A360 Geochemistry (3 cr) (3+0) (pg. 13-18)
Approved

Chg FREN A301 Advanced French I (4 cr) (4+0) (pg. 19-24)
Chg FREN A302 Advanced French II (4 cr) (4+0) (pg. 25-30)
Chg GER A301 Advanced German I (4 cr) (4+0) (pg. 31-36)
Chg GER A302 Advanced German II (4 cr) (4+0) (pg. 37-42)
Chg JPN A301 Third Year Japanese I (4 cr) (4+0) (pg. 43-48)
Chg JPN A302 Third Year Japanese II (4 cr) (4+0) (pg. 49-54)
Chg RUSS A301 Advanced Russian I (4 cr) (4+0) (pg. 55-60)
Chg RUSS A302 Advanced Russian II (4 cr) (4+0) (pg. 61-66)
Chg SPAN A301 Advanced Spanish I (4 cr) (4+0) (pg. 67-72)
Chg SPAN A302 Advanced Spanish II (4 cr) (4+0) (pg. 73-78)
MOTION: Review courses as a packet.
Approved

Add TECH A315 Leading Technical Employees (3 cr) (3+0) (pg. 79-83)
Add TECH A423 Process Improvement Fundamentals (3 cr) (3+0) (pg. 84-87)
Add TECH A490 Selected Topics in Technology Management (1-3 cr) (1-3+0) (pg. 88-92)
Chg Bachelor of Science, Technology (pg. 93-97)

Approved all TECH courses and program
Chg ACCT A120 Bookkeeping for Business I (3 cr) (3+0) (pg. 98-105) Approved

Chg BA A488 Environment of Business (3 cr) (3+0) (pg. 106-111) Approved

Chg ENGL A315 Survey of Medieval Literature (3 cr) (3+0) (pg. 112-120) Approved

Chg ENGL A320 Renaissance Literature (3 cr) (3+0) (pg. 121-125) Approved

Chg ENGL A340 The Victorian Period (3 cr) (3+0) (pg. 126-130) Approved

Chg ENGL A381 Drama (3 cr) (3+0) (pg. 131-135) Approved

Chg ENGL A391 Genres of Subject and Theme (3 cr) (3+0) (pg. 136-141) Approved

Chg ENGL A429 Major Authors (3 cr) (3+0) (pg. 147-152) Approved

Chg HIST A440 The American West Since 1850 (3 cr) (3+0) (pg. 153-157) Approved

Chg ENGL A424 Shakespeare (3 cr) (3+0) (pg. 142-146) Tabled until next UAB meeting

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

Chg CIS A445 Advanced Network Management (3 cr) (3+0) Tabled:

Add PER A155 Beginning Fly Fishing (1 cr) (1+0)

VII. Program/Course Action Request – First Reading

Chg CWLA A262 Introduction to Creative Writing: Poetry (3 cr) (3+0) (pg. 158-161)
Chg CWLA A263 Introduction to Creative Writing: Fiction (3 cr) (3+0) (pg. 162-165)
Chg CWLA A264 Introduction to Creative Writing: Drama (3 cr) (3+0) (pg. 166-168)
Chg CWLA A265 Introduction to Creative Writing: Nonfiction (3 cr) (3+0) (pg. 169-172)
Chg CWLA A266 Introduction to Creative Writing: Children’s Stories (3 cr) (3+0) (pg. 173-175)

Accepted all CWLA courses for first reading

IX. Old Business

A. Memo on UAB Issues (pg. 176-181)

B. Second reading of Incomplete Grade Contract (pg. 182) Approved for second reading

X. New Business

A. Purge List- 1st reading (pg. 183-210) Accepted for first reading

XI. Informational Items and Adjournment

A. UAB roster for next year (pg. 211)
B. Curriculum Log
C. Curriculum Handbook
D. Catalog Copy
E. Accreditation website

NWCCU Standards Draft 5.0 with Tracked Changes http://www.nwcu.org/Standards%20Review/StandardsReview.htm
### 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>CIS</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>
</tr>
</thead>
<tbody>
<tr>
<td>CIS</td>
<td>A445</td>
<td>N/A</td>
<td>3</td>
<td>(3+0)</td>
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</table>

**Complete Course Title**

**Advanced Network Management**

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

7. Type of Course

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

8. Type of Action:

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

9. Repeat Status No

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

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

11. Implementation Date

<table>
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<th>semester/year</th>
<th>From:</th>
<th>To:</th>
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<tr>
<td>Fall/2010</td>
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<td>/9999</td>
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</table>

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).

<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>Bachelor of Business Administration, Management Information Systems</td>
<td>136</td>
<td>Jan 27, 2010</td>
<td>Minnie Yen</td>
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<tr>
<td>2.</td>
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<tr>
<td>3.</td>
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</table>

Initiator Name (typed): **Bogdan Hoanca**

Initiator Signed Initials: __________ Date: __________________

13b. Coordination Email Date: **02/05/10**

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

13c. Coordination with Library Liaison Date: **02/05/10**

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)*

Provides practical knowledge about the installation, configuration, administration, and operation of networks in local area and wide area settings. The operation and interconnectivity between commercially available software will be explored as well as the utilization of different communication protocols on the same network.

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

<table>
<thead>
<tr>
<th>CIS A345</th>
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16b. Test Score(s)

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

<table>
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</thead>
</table>

16d. Other Restriction(s)

- [X] 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. [X] Mark if course has fees Standard CBPP computer lab fee

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

19. Justification for Action

Updated course content, prerequisites and bibliography
<table>
<thead>
<tr>
<th>Initiator (faculty only)</th>
<th>Date</th>
<th>Dean/Director of School/College</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bogdan Hoanca</td>
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</table>

<table>
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<tr>
<th>Initiator (TYPE NAME)</th>
<th>Approved</th>
<th>Disapproved</th>
<th>Date</th>
<th>Approved</th>
<th>Disapproved</th>
<th>Date</th>
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<th>Disapproved</th>
<th>Date</th>
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<th>Date</th>
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<tbody>
<tr>
<td>Department Chairperson</td>
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<td>Curriculum Committee Chairperson</td>
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<table>
<thead>
<tr>
<th>Undergraduate/Graduate Academic Board Chairperson</th>
<th>Date</th>
<th>Provost or Designee</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
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</tbody>
</table>
I. Date Initiated
   March 17, 2010

II. Course Information
   College/School: College of Business and Public Policy
   Department: Computer Information Systems
   Program: Bachelor of Business Administration, Management Information Systems
   Course Title: Advanced Network Management
   Course Number: CIS A445
   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: Provides practical knowledge about the installation, configuration, administration, and operation of networks in local area and wide area settings. The operation and interconnectivity between commercially available software will be explored as well as the utilization of different communication protocols on the same network.

   Course Prerequisites: CIS A345
   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. Discussion
   B. Lecture
   C. Guest speakers
   D. Student presentations
   E. Hands on activities

IV. Guidelines for Evaluation
   A. Quizzes
   B. Lab project
   C. Exams
V. Course Level Justification
This upper-division class further develops data communications notions that were taught in CIS A345. The lectures and discussions challenge students to synthesize complex networks of computers spanning wide geographical area.

VI. Outline
A. Internetworking and Layered Network Models
B. Introduction to Transmission Control Protocol/Internet Protocol (TCP/IP)
C. Subnetting, Variable Length Subnet Masks and Troubleshooting TCP/IP
D. Managing Network Devices and Internetworks
E. Internet Protocol (IP) Routing and Routing Protocols
   1. IP version 4 (IPv4)
   2. IP version 6 (IPv6)
F. Layer 2 Switching and Spanning Tree Protocol
G. Virtual Local Area Networks (VLANs)
H. Security of Networking Devices
I. Address Translation
   1. Network Address Translation (NAT) protocol
   2. Port Address Translation (PAT) protocol
J. Wireless and Wide Area Network Technologies

VII. Suggested Texts

VIII. Bibliography


Note: all books listed are available in the UAA/APU Consortium Library; books marked with an asterisk (*) are available only in electronic format and only to Kenai, Kodiak and Mat-Su students.
IX. Instructional Goals and Student Outcomes

A. Instructional Goals.
   The instructor will:

   1. Discuss network design concepts including segmentation, subnet design, choosing routing protocols, and using address translation
   2. Demonstrate the set-up and configuration procedures for basic router settings
   3. Show how to troubleshoot internetworks using layered network models
   4. Discuss internetworking protocols with an emphasis on the communications between routers, and between Layer 2 switches
   5. Demonstrate the design and management of a switched network using VLANs
   6. Guide students thorough a hands-on project that requires interconnection across several local area networks, design of the subnets, router configuration, and security settings

B. Student Outcomes.
   Students will be able to:

<table>
<thead>
<tr>
<th>Students will be able to</th>
<th>Assessment Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Apply network design concepts including segmentation, subnet design,</td>
<td>Quiz and exam</td>
</tr>
<tr>
<td>choosing routing protocols, and using address translation</td>
<td></td>
</tr>
<tr>
<td>2. Set-up and configure basic router settings</td>
<td>Quiz, exam, and lab project</td>
</tr>
<tr>
<td>3. Troubleshoot internetworks using layered network models</td>
<td>Quiz, exam, and lab project</td>
</tr>
<tr>
<td>4. Discuss internetworking protocols with an emphasis on the communications between routers, and between Layer 2 switches</td>
<td>Quiz and exam</td>
</tr>
<tr>
<td>5. Design and manage a switched network using VLANs</td>
<td>Quiz and exam</td>
</tr>
<tr>
<td>6. Complete a hands-on project that requires interconnection across several local area networks, design of the subnets, router configuration, and security settings</td>
<td>Lab project</td>
</tr>
</tbody>
</table>
1a. School or College  
KP KPC  

1b. Division  
No Division Code  

1c. Department  
Arts & Sciences  

2. Course Prefix  
CWLA  

3. Course Number  
A262  

4. Previous Course Prefix & Number  
CWLA A260B  

5a. Credits/CEUs  
3  

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

6. Complete Course Title  
Introduction to Creative Writing: Poetry  
IntroCW:Poetry  

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  ☐ Repeat Status  ☐ Title  ☐ Contact Hours  ☐ Grade Basis  ☐ Cross-Listed/Stacked  ☐ Course Description  ☐ Co-requisites  ☒ Other Restrictions  ☐ Registration Restrictions  ☐ Class  ☐ Level  ☐ College  ☐ Major  ☒ Other originating college (please specify)  

9. Repeat Status No  # of Repeats  Max Credits  

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

11. Implementation Date  
From: Fall/2010  
To: /1999  

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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</tbody>
</table>

Initiator Name (typed): Janice High  
Initiator Signed Initials: ____________________________  Date: ____________________________  

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

13c. Coordination with Library Liaison  
Date: 01-28-10  

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)  
Examines the fundamental problems and questions of writing poetry. Includes discussing and practicing technique and process and other more philosophical issues of poetry. Advances student understanding of the elements of poetry.  

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)  
na  

17. ☒ Mark if course has fees  

18. ☐ Mark if course is a selected topic course  

19. Justification for Action  
To retain genre-specific CWLA courses as community campus electives, separate from CWLA degree program.  

Initiator (faculty only)  

Janice High  
Initiator (TYPE NAME)  

☐ Approved  ☐ Disapproved  

Dean/Director of School/College  
Date  

Undergraduate/Graduate Academic  
Date  

Board Chairperson  
Date  

Provost or Designee  
Date  

Approved  ☐ Disapproved  

Department Chairperson  
Date  

Approved  ☐ Disapproved  

Approved  ☐ Disapproved  

Approved  ☐ Disapproved  

I. **Initiation Date:** January 2010

II. **Course Information**
   
   A. **College:** Kenai Peninsula College
   
   B. **Course Title:** Introduction to Creative Writing: Poetry
   
   C. **Course Subject/Number:** CWLA A262
   
   D. **Credit Hours:** 3.0
   
   E. **Contact Time:** 3 + 0
   
   F. **Grading Information:** A - F
   
   G. **Course Description:**
   
   Examines the fundamental problems and questions of writing poetry. Includes discussing and practicing matters of technique and process and other more philosophical issues of poetry. Advances student understanding of the elements of poetry.
   
   H. **Course Prerequisites:** None
   
   I. **Course Fee (yes or no):** Yes

III. **Course Level Justification**

   Provides depth in introductory, single genre-specific creative writing.

IV. **Instructional Goals**

   The instructor will:

   A. Present the philosophical questions and problems of poetry.
   
   B. Critique student work in a positive and productive way.
   
   C. Instruct students how to conduct peer reviews in a positive and productive way.
   
   D. Demonstrate how to critique manuscripts in a workshop setting.
   
   E. Demonstrate the three major stages of writing: generating, drafting and revising.

V. **Student Outcomes and Assessment Measures**

<table>
<thead>
<tr>
<th>Students will be able to:</th>
<th>Assessment Measures</th>
</tr>
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<tbody>
<tr>
<td>A. Examine the philosophical questions and problems of poetry.</td>
<td>Exams, quizzes, in-class presentations and participation, and written assignments</td>
</tr>
<tr>
<td>B. Practice peer manuscript critique in a positive and productive way.</td>
<td>In-class presentations and participation, and written critiques</td>
</tr>
<tr>
<td>C. Practice oral peer manuscript critique in a workshop setting.</td>
<td>In-class presentations and participation</td>
</tr>
</tbody>
</table>
D. Practice the three major stages of writing: generating, drafting and revising. | Exams, quizzes, in-class presentations and participation, and written assignments

VI. Content Outline

A. Sources of Effective Poetry
   1. Authentic language
   2. Journal
   3. Inner and outer subjects
   4. Reading-as-a-writer
   5. The use of models
   6. Becoming a trusted reader

B. Exercises
   1. The image—haiku
   2. The line—ghazal
   3. Writing from a model—free verse
   4. Writing from a work of art
   5. Writing into a form—pantoum

C. The Manuscript
   1. Finished poems
   2. Poems in draft
   3. All draft versions
   4. Writer’s journal

VIII. Suggested Text


IX. 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>KP KPC</th>
</tr>
</thead>
<tbody>
<tr>
<td>1b. Division</td>
<td>No Division Code</td>
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<tr>
<td>1c. Department</td>
<td>Arts &amp; Sciences</td>
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</table>

| 2. Course Prefix       | CWLA |
| 3. Course Number       | A263 |
| 4. Previous Course Prefix & Number | CWLA A260C |

| 5a. Credits/CEUs       | 3 |
| 5b. Contact Hours      | (Lecture + Lab) (3+0) |

**Complete Course Title**
Introduction to Creative Writing: Fiction
IntroCW:Fiction

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

<table>
<thead>
<tr>
<th>6. Type of Course</th>
<th>Academic</th>
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<tbody>
<tr>
<td>7. Type of Action:</td>
<td>Add or Change or Delete</td>
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</table>

**Type of Action:**
- [X] Add
- [ ] Change
- [ ] Delete

**If a change, mark appropriate boxes:**
- [ ] Prefix
- [ ] Credits
- [ ] Title
- [ ] Grading Basis
- [ ] Course Description
- [X] Cross-Listed/Stacked
- [ ] Contact Hours
- [ ] Cross-Listed Coordination Signature
- [ ] Repeat Status
- [ ] Co-requisites
- [ ] Registration Restrictions
- [ ] Class
- [ ] College
- [ ] Major
- [X] Other originating college (please specify)

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<th>9. Repeat Status No</th>
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<th>Max Credits</th>
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<tbody>
<tr>
<td>10. Grading Basis</td>
<td>A-F</td>
<td>P/NP</td>
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</table>

**Implementation Date**
From: Fall/2010  To: /9999

**Cross Listed with**
- [ ] Stacked

**Course Description** (suggested length 20 to 50 words)
Examines the fundamental problems and questions of writing fiction. Includes discussing and practicing technique and process and other more philosophical issues of fiction. Advances student understanding of the elements of fiction.

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

---

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

**Course Prerequisite(s) (list prefix and number)**
none

**Test Score(s)**
- [ ] na

**Co-requisite(s) (concurrent enrollment required)**
- [ ] na

**Registration Restriction(s) (non-codable)**
- [ ] na

**Mark if course has fees**
- [X]

**Mark if course is a selected topic course**
- [ ]

**Justification for Action**
To retain genre-specific CWLA courses as community campus electives, separate from CWLA degree program.

---

**Initiator Name (typed): Janice High**
Initiator Signed Initials: ___________ Date: ___________

**Coordination with Library Liaison**
Date: 01-28-10

**Mark if course is a selected topic course**
- [ ]

---

**Approved**
- [ ]

**Disapproved**
- [ ]

Dean/Director of School/College Date

**Approved**
- [ ]

**Disapproved**
- [ ]

Undergraduate/Graduate Academic Board Chairperson Date

**Approved**
- [ ]

**Disapproved**
- [ ]

Provost or Designee Date

---

**Initiator (faculty only):**

**Initiator (TYPE NAME):**

Janice High
Initiator Name (typed): Janice High
Initiator Signed Initials: ___________ Date: ___________

---

**Initiator (faculty only):**

**Initiator (TYPE NAME):**

Janice High
Initiator Name (typed): Janice High
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
I. Initiation Date: January 2010

II. Course Information
A. College: Kenai Peninsula College
B. Course Title: Introduction to Creative Writing: Fiction
C. Course Subject/Number: CWLA A263
D. Credit Hours: 3.0
E. Contact Time: 3 + 0
F. Grading Information: A - F
G. Course Description: Examines the fundamental problems and questions of writing fiction. Includes discussing and practicing technique and process and other more philosophical issues of fiction. Advances student understanding of the elements of fiction.
H. Course Prerequisites: None
I. Course Fee (yes or no): Yes

III. Course Level Justification
Provides depth in introductory, single genre-specific creative writing.

IV. Instructional Goals
The instructor will:
A. Present the philosophical questions and problems of fiction.
B. Critique student work in a positive and productive way.
C. Instruct students how to conduct peer reviews in a positive and productive way.
D. Demonstrate how to critique manuscripts in a workshop setting.
E. Demonstrate the three major stages of writing: generating, drafting and revising.
V. **Student Outcomes and Assessment Measures**

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<th>Students will be able to:</th>
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<tr>
<td>A. Examine the philosophical questions and problems of fiction.</td>
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<td>B. Practice peer manuscript critique in a positive and productive way.</td>
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<td>C. Practice oral peer manuscript critique in a workshop setting.</td>
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<tr>
<td>D. Practice the three major stages of writing: generating, drafting and revising.</td>
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</table>

<table>
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<tr>
<th>Assessment Measures</th>
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<td>Exams, quizzes, in-class presentations, participation, and written assignments</td>
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<td>In-class presentations, participation, and written peer critiques</td>
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<tr>
<td>In-class presentations and participation</td>
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<tr>
<td>Exams, quizzes, in-class presentations, participation and written assignments</td>
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</table>

VI. **Content Outline**

A. Introduction to the Creative Process
   1. Sources of effective fiction
   2. Journals
   3. Showing and telling
   4. Responding to manuscripts and writing critiques
B. Introduction to the Elements of Fiction
   1. Plot-conflict
   2. Setting
   3. Point of view
   4. Character
   5. Style
   6. Theme
C. Exercises in Using the Elements of Fiction
D. Responding to Manuscript
E. Writing a Complete Story
F. Instructor and Peer Critiques of Student Work
   1. Oral
   2. Written
G. Introduction to Publishing

VIII. **Suggested Text**


IX. **Bibliography**


# Course Action Request

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

<table>
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<th>1a. School or College</th>
<th>1b. Division</th>
<th>1c. Department</th>
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<td>KP KPC</td>
<td>No Division Code</td>
<td>Arts &amp; Sciences</td>
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<th>2. Course Prefix</th>
<th>3. Course Number</th>
<th>4. Previous Course Prefix &amp; Number</th>
<th>5a. Credits/CEUs</th>
<th>5b. Contact Hours (Lecture + Lab)</th>
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<td>CWLA A260D</td>
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<th>6. Complete Course Title</th>
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<td>Introduction to Creative Writing: Drama</td>
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<td>IntroCW:Drama</td>
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<th>9. Repeat Status No</th>
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<td>A-F</td>
<td>semester/year From: Fall/2010 To: /9999</td>
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<tr>
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Initiator Name (typed): Janice High
Initiator Signed Initials: _________  Date: ___________

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<th>13b. Coordination Email</th>
<th>Date: 01-28-10</th>
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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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<th>13c. Coordination with Library Liaison</th>
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<th>14. General Education Requirement</th>
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<td>Oral Communication</td>
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<td>Fine Arts</td>
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<th>16e. Registration Restriction(s) (non-codable)</th>
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<td>Major</td>
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<th>18. Mark if course is a selected topic course</th>
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<tr>
<th>19. Justification for Action</th>
<th>To retain genre-specific CWLA courses as community campus electives, separate from CWLA degree program</th>
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Initiator (faculty only) Janice High
Initiator (TYPE NAME) _________  Date: ___________

Approved  Disapproved  Dean/Director of School/College  Date

Approved  Disapproved  Undergraduate/Graduate Academic  Date

Approved  Disapproved  Board Chairperson  Date

Approved  Disapproved  Provost or Designee  Date
I. **Initiation Date:** January 2010

II. **Course Information**
   A. **College:** Kenai Peninsula College
   B. **Course Title:** Introduction to Creative Writing: Drama
   C. **Course Subject/Number:** CWLA A264
   D. **Credit Hours:** 3.0
   E. **Contact Time:** 3 + 0
   F. **Grading Information:** A - F
   G. **Course Description:**
      Examines the fundamental problems and questions of writing drama. Includes discussing and practicing matters of technique and process and other more philosophical issues of drama. Advances student understanding of the elements of drama.
   H. **Course Prerequisites:** None
   I. **Course Fee (yes or no):** Yes

III. **Course Level Justification**
    Provides depth in introductory, single genre-specific creative writing.

IV. **Instructional Goals**
   The instructor will:
   A. Present the philosophical questions and problems of drama.
   B. Critique student work in a positive and productive way.
   C. Instruct students how to conduct peer reviews in a positive and productive way.
   D. Demonstrate how to critique manuscripts in a workshop setting.
   E. Demonstrate the three major stages of writing: generating, drafting and revising.

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VI. **Content Outline**
A. Getting Started: What is Drama
   1. Stage
   2. Screen
B. Introduction to Dramatic Structures
   1. Plot
   2. Action
   3. Dialogue
   4. Characterization
   5. The world of the play
   6. The world of the film
C. Showing and Telling
   1. Thinking in scenes
   2. Thinking in pictures
D. Exercises in Constructing Scenes
E. Class Discussion and Critique
F. Writing a Short One Act
G. Class Discussion and Critique of Student Work
H. Issues of Production and Dissemination

VIII. Suggested Text


IX. Bibliography


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

1a. School or College
KP KPC

1b. Division
No Division Code

1c. Department
Arts & Sciences

2. Course Prefix
CWLA

3. Course Number
A265

4. Previous Course Prefix & Number
CWLA A260E

5a. Credits/CEUs
3

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

6. Complete Course Title
Introduction to Creative Writing: Nonfiction
IntroCW:Nonfiction

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

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

If a change, mark appropriate boxes:

☐ Prefix ☑ Credits ☐ Course Number
☐ Credits ☐ Contact Hours ☐ Repeat Status
☐ Gradating Basis ☕ Cross-Listed/Stacked
☒ Title ☚ Cross-Listed/Stacked
☐ Course Description ☚ Course Prerequisites
☐ Test Score Prerequisites ☚ Course Prerequisites
☐ Other Restrictions ☚ Registration Restrictions
☐ Class ☕ Level
☐ College ☕ Major
☒ Other originating college (please specify)

9. Repeat Status No
# of Repeats
Max Credits

10. Grading Basis
☒ A-F ☒ P/NP ☐ NG

11. Implementation Date
From: Fall/2010 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.

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Initiator Name (typed): Janice High
Initiator Signed Initials: _________ Date: ___________

13b. Coordination Email
Date: 01-28-10
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison
Date: 01-28-10

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)
Examines the fundamental problems and questions of writing creative nonfiction. Includes discussing and practicing matters of technique and process and other more philosophical issues of nonfiction. Advances student understanding of the elements of creative nonfiction and types of nonfiction including the personal essay, memoir and reportage.

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)
na

17. ☒ Mark if course has fees

18. ☐ Mark if course is a selected topic course

19. Justification for Action
To retain genre-specific CWLA courses as community campus electives, separate from CWLA degree program.

Initiator (faculty only) Date
Janice High
Initiator (TYPE NAME)

Disapproved Date
Dean/Director of School/College

Disapproved Date
Undergraduate/Graduate Academic

Disapproved Date
Board Chairperson

Approved Date
Provost or Designee

Approved Date
I. **Initiation Date:** January 2010

II. **Course Information**
   A. College: Kenai Peninsula College
   B. Course Title: Introduction to Creative Writing: Nonfiction
   C. Course Subject/Number: CWLA A265
   D. Credit Hours: 3.0
   E. Contact Time: 3 + 0
   F. Grading Information: A - F
   G. Course Description:
      Examines the fundamental problems and questions of writing creative nonfiction. Includes discussing and practicing matters of technique and process and other more philosophical issues of nonfiction. Advances student understanding of the elements of nonfiction and types of creative nonfiction including the personal essay, memoir, travel writing and reportage.
   H. Course Prerequisites: None
   I. Course Fee (yes or no): Yes

III. **Course Level Justification**
    Provides depth in introductory, single genre-specific creative writing.

IV. **Instructional Goals**
   The instructor will:
   A. Present the philosophical questions and problems of creative nonfiction.
   B. Critique student work in a positive and productive way.
   C. Instruct students how to conduct peer reviews in a positive and productive way.
   D. Demonstrate how to critique manuscripts in a workshop setting.
   E. Demonstrate the three major stages of writing: generating, drafting and revising.

V. **Student Outcomes and Assessment Measures**

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<td>A. Examine the philosophical questions and problems of creative nonfiction.</td>
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<td>B. Practice peer manuscript critique in a positive and productive way.</td>
<td>In-class presentations and participation, and written critiques</td>
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<td>C. Practice oral peer manuscript critique in</td>
<td>In-class presentations and participation</td>
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a workshop setting.

D. Practice the three major stages of writing: generating, drafting and revising. Exams, quizzes, in-class presentations, participation, and written assignments

VI. Content Outline

A. Discussion of Types of Creative Nonfiction
   1. Essay
   2. Memoir
   3. Cultural criticism
   4. Reportage
   5. Travel writing
B. Introduction to the Elements of Creative Nonfiction
   1. Content
   2. Structure
   3. Use of fiction techniques
   4. Word play/style
C. Writing Exercises
D. Class Discussion and Critique of Student Work
E. Writing a Complete Piece of Creative Nonfiction
F. Critiques of Student Work
G. Discussion of Strategies for Revision and Publication

VIII. Suggested Text


IX. 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>KP KPC</th>
<th>1b. Division</th>
<th>No Division Code</th>
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<tbody>
<tr>
<td>2. Course Prefix</td>
<td>CWLA</td>
<td>3. Course Number</td>
<td>A266</td>
<td>4. Previous Course Prefix &amp; Number</td>
<td>CWLA A260F</td>
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<td>5b. Contact Hours</td>
<td>(Lecture + Lab)</td>
<td>(3+0)</td>
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## 6. Complete Course Title

**IntroCW: Children's Stories**

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

## 7. Type of Course

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

## 8. Type of Action:

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

If a change, mark appropriate boxes:

- [ ] Prefix  
- [ ] Course Number  
- [ ] Credits  
- [ ] Title  
- [ ] Grading Basis  
- [ ] Repeat Status  
- [X] Contact Hours  
- [X] Cross-Listed/Stacked  
- [X] Course Description  
- [X] Course Prerequisites  
- [X] Test Score Prerequisites  
- [X] Co-requisites  
- [X] Registration Restrictions  
- [X] Class  
- [ ] College  
- [ ] Major  
- [ ] Level  
- [X] Other originating college (please specify)

## 9. Repeat Status No

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

## 10. Grading Basis

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

## 11. Implementation Date

- [ ] semester/year  
- [ ] From: Fall/2010  
- [ ] 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.

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): Janice High**

**Initiator Signed Initials:**

**Date:**

## 13b. Coordination Email

- [ ] Date: 01-28-10  
- [ ] submitted to Faculty Listserv: [uaa-faculty@lists.uaa.alaska.edu](mailto:uaa-faculty@lists.uaa.alaska.edu)

## 13c. Coordination with Library Liaison

- [ ] Date: 01-28-10

## 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)

Examines the fundamental problems and questions of writing children's stories. Includes discussing and practicing matters of technique and process and other more philosophical issues of children's stories. Advances student understanding of the elements of children's stories.

## 16. 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)

- [ ] na

## 16e. Registration Restriction(s)  

(non-codable) na

## 17. Mark if course has fees

- [ ] Yes

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

- [ ] Yes

## 19. Justification for Action

To retain genre-specific CWLA courses as community campus electives, separate from CWLA degree program

**Initiator (faculty only):**

**Janice High**

**Initiator (TYPE NAME):**

**Date:**

**Approved:**

**Disapproved:**

**Dean/Director of School/College:**

**Date:**

**Department Chairperson:**

**Date:**

**Approved:**

**Disapproved:**

**Undergraduate/Graduate Academic:**

**Date:**

**Board Chairperson:**

**Date:**

**Approved:**

**Disapproved:**

**Provost or Designee:**

**Date:**

---

26
I. Initiation Date: January 2010

II. Course Information
A. College: Kenai Peninsula College
B. Course Title: Introduction to Creative Writing: Children’s Stories
C. Course Subject/Number: CWLA A266
D. Credit Hours: 3.0
E. Contact Time: 3 + 0
F. Grading Information: A - F
G. Course Description:
Examines the fundamental problems and questions of writing children’s stories. Includes discussing and practicing matters of technique and process and other more philosophical issues of children’s stories. Advances student understanding of the elements of children’s stories.
H. Course Prerequisites: None
I. Course Fee (yes or no): Yes

III. Course Level Justification
Provides depth in introductory, single genre-specific creative writing.

IV. Instructional Goals
The instructor will:
A. Present the philosophical questions and problems of children’s stories.
B. Critique student work in a positive and productive way.
C. Instruct students how to conduct peer reviews in a positive and productive way.
D. Demonstrate how to critique manuscripts in a workshop setting.
E. Demonstrate the three major stages of writing: generating, drafting and revising.

V. Student Outcomes and Assessment Measures

<table>
<thead>
<tr>
<th>Students will be able to:</th>
<th>Assessment Measures</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Examine the philosophical questions and problems of children’s stories.</td>
<td>Exams, quizzes, in-class presentations, participation, and written assignments</td>
</tr>
<tr>
<td>B. Practice peer manuscript critique in a positive and productive way.</td>
<td>In-class presentations, participation, and written critiques</td>
</tr>
<tr>
<td>C. Practice oral peer manuscript critique in a workshop setting.</td>
<td>In-class presentations and participation</td>
</tr>
<tr>
<td>D. Practice the three major stages of</td>
<td>Exams, quizzes, in-class presentations,</td>
</tr>
</tbody>
</table>
writing: generating, drafting and revising. participation, and written assignments

VI. Content Outline

A. Discussion of Types of Children’s Stories
B. Introduction to the Elements of Children’s Stories
   1. Content
   2. Structure
   3. Use of narrative techniques
   4. Word play/style
C. Writing Exercises
   1. Form
   2. Content
   3. Language
D. Class Discussion and Critique of Student Work
E. Writing a Complete Children’s Story
F. Introduction to Publication

VIII. Suggested Text


IX. Bibliography


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

1a. School or College  
AS CAS

1b. Division  
AHUM Division of Humanities

1c. Department  
English

2. Course Prefix  
ENGL

3. Course Number  
A424

4. Previous Course Prefix & Number  
n/a

5a. Credits/CEUs  
3

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

6. Complete Course Title  
Shakespeare

Abbreviated Title for Transcript (30 character)  

7. Type of Course  
学术

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
- College
- Major
- Other Update CCG (please specify)

9. Repeat Status Yes       # of Repeats  1     Max Credits  6

10. Grading Basis  
A-F  
P/NP  
NG

11. Implementation Date  
semester/year
From: Fall/2010                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>Major in English (literature and education option)</td>
<td>100-101</td>
<td>1/29/2010</td>
<td>Judith Moore, Chair, Dept. of English</td>
</tr>
<tr>
<td>2. Minor in English (literature emphasis)</td>
<td>101-102</td>
<td>1/29/2010</td>
<td>Judith Moore, Chair, Dept. of English</td>
</tr>
</tbody>
</table>

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

15. Course Description (suggested length 20 to 50 words)  
Major works and a survey of Shakespearean criticism. Plays covered vary from semester to semester. Special Note: May be repeated once for credit with a change in content.

16a. Course Prerequisite(s)  
(ENGL A201 and ENGL A202) with a minimum grade of C

16b. Test Score(s)  
n/a

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

16d. Other Restriction(s)  

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

17. Mark if course has fees  

18. Mark if course is a selected topic course  

19. Justification for Action  
Updating CCG to reflect current standards; changing course pre-requisites to ensure consistency with other courses; eliminating "offered Fall and Spring semesters" from Special Note for scheduling flexibility.
<table>
<thead>
<tr>
<th>Role</th>
<th>Approve</th>
<th>Disapprove</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Initiator (faculty only)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Robert Crosman</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Initiator (TYPE NAME)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dean/Director of School/College</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Department Chairperson</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Undergraduate/Graduate Academic Board Chairperson</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Curriculum Committee Chairperson</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Provost or Designee</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Course Content Guide
University of Alaska Anchorage
College of Arts and Sciences
Department of English

I. Initiation Date: January 29, 2010

II. Course Information

A. College: College of Arts and Sciences
B. Course Title: Shakespeare
C. Course Number: ENGL A424
D. Credit Hours: 3 credits
E. Contact Time: 3+0
F. Grading Information: A-F
G. Course Description: Major works and a survey of Shakespearean criticism. Plays covered vary from semester to semester. May be repeated once for credit with a change in content.
H. Status of Course: The course is a required course for the BA in English (literature option and education option) and for the Minor in English (literature emphasis).
I. Lab Fees: None
J. Coordination: UAA Faculty Listserv
K. Prerequisites: [ENGL A201 and ENGL A202] with a minimum grade of C
L. Registration Restrictions: None

III. Course Level Justification

As a course intended primarily for English Literature majors satisfying a core requirement of the major, this course builds on ENGL A201 and A202 (Masterpieces of World Literature I and II) and is best suited to senior-level students, who are best equipped to handle the intensive reading of texts in 16th-century English.
IV. Instructional Goals and Defined Outcomes

<table>
<thead>
<tr>
<th>Instructional Goals</th>
<th>Student Outcomes</th>
<th>Assessment Methods</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provide a background of Elizabethan and Jacobean history, Shakespeare’s biography, and the theatrical practices of Shakespeare’s day.</td>
<td>Use historical, biographical, and theatrical information and tools of analysis to discuss Shakespeare’s plays, in class recitation and in writing.</td>
<td>Class participation, oral reports, quizzes, tests, and a final exam.</td>
</tr>
<tr>
<td>Analyze individual plays, using terms of literary analysis, and concepts of theatrical, social, and political history.</td>
<td>Discuss individual plays orally and in writing in such a way as to demonstrate mastery of their complexities of content and form.</td>
<td>Written reports and essays, oral reports, tests, and a final exam.</td>
</tr>
<tr>
<td>Trace the development of Shakespeare’s style and theatrical practice from the early to the final plays.</td>
<td>Perform comparisons of plays, and trace the development of genres, style, and ideas from first to last plays.</td>
<td>Essays, tests, and a final exam.</td>
</tr>
</tbody>
</table>

V. Topical Course Outline

The particular plays studied may vary from semester to semester. The following is a representative course outline:

A. Historical background of Shakespeare and his age
   1. Elizabethan and Jacobean history
   2. Shakespeare’s life and works
   3. Theatrical practice in Shakespeare’s day
B. Shakespeare’s comedies
   1. *The Taming of the Shrew*
   2. *A Midsummer Night’s Dream*
   3. *Much Ado About Nothing*
C. Shakespeare’s histories
   1. *Henry IV, Part One*
   2. *Henry IV, Part Two*
   3. *Henry V*
D. Shakespeare’s tragedies
   1. *Hamlet*
   2. *Othello*
E. Shakespeare’s romances
   1. *The Tempest*

VI. Suggested Texts

VII. Bibliography

Note: This is a selective list of references for teaching.


# Course Action Request

**University of Alaska Anchorage**

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

<table>
<thead>
<tr>
<th>1a. School or College</th>
<th>1b. Division</th>
<th>1c. Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>AS CAS</td>
<td>AHUM Division of Humanities</td>
<td>English</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2. Course Prefix</th>
<th>3. Course Number</th>
<th>4. Previous Course Prefix &amp; Number</th>
<th>5a. Credits/CEUs</th>
<th>5b. Contact Hours (Lecture + Lab)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CWLA</td>
<td>A259</td>
<td>n/a</td>
<td>1</td>
<td>(1+0)</td>
</tr>
</tbody>
</table>

**6. Complete Course Title**

Short Format Introduction to Creative Writing

Abbreviated Title for Transcript (30 character):

**7. Type of Course**

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

**8. Type of Action:**

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

If a change, mark appropriate boxes:

- [ ] Prefix
- [ ] Credits
- [ ] Title
- [ ] Grading Basis
- [x] Repeat Status
- [ ] Cross-Listed/Stacked
- [ ] Course Prerequisites
- [ ] Co-requisites
- [ ] Registration Restrictions
- [ ] Class
- [ ] College
- [ ] Major
- [x] Other Update CCG (please specify)

**9. Repeat Status**

- [ ] Yes
- [ ] # of Repeats: 2
- [ ] Max Credits: 3

**10. Grading Basis**

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

**11. Implementation Date**

- From: Fall/2010
- 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.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Initiator Name (typed): Aisha Barnes

Initiator Signed Initials: __________________________ Date: __________________________

13b. Coordination Email

Date: 11/13/2009

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

13c. Coordination with Library Liaison

Date: 11/13/2009

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)*

Introduction to one creative writing genre in short one-credit workshops. Special Note: May be repeated twice for elective credit with a different topic.

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

n/a

16b. **Test Score(s)**

n/a

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

n/a

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

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

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

n/a

17. [ ] Mark if course has fees

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

19. Justification for Action

Updating course and program to reflect current practice.

Initiator (faculty only):

Aisha Barnes

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. **Initiation Date:** January 14, 2010

II. **Course Information**
   A. **College:** College of Arts and Sciences
   B. **Course Title:** Short Format: Introduction to Creative Writing
   C. **Course Number:** CWLA A259
   D. **Credit Hours:** 1 credit
   E. **Contact Time:** 1 + 0
   F. **Repeat Status:** May be repeated twice for elective credit with a different topic.
   G. **Grading Information** A – F
   H. **Course Description:** Introduction to one creative writing genre in short one-credit workshops. Special Note: May be repeated twice for elective credit with a different topic.
   I. **Lab Fees:** None
   J. **Coordination:** UAA Faculty Listserv
   K. **Prerequisites:** None
   L. **Registration Restrictions:** None

III. **Course Level Justification**
    This is an introductory course that will help students develop reading and writing skills that are necessary for further study in creative writing. Students will study the rhetorical conventions in one very specialized genre.
IV. Instructional Goals and Defined Outcomes

<table>
<thead>
<tr>
<th>Instructional Goals</th>
<th>Student Outcomes</th>
<th>Assessment Methods</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Introduce students to a specialized genre of writing.</strong></td>
<td>Recognize and articulate stylistic features, rhetorical conventions, and innovations in a specialized genre (i.e. slam poetry, travel writing, memoir, found poetry).</td>
<td>Response essays Formal and informal written and oral critiques</td>
</tr>
<tr>
<td><strong>Analyze and model various writing techniques within each genre.</strong></td>
<td>Imitate writing techniques and begin to develop writing skills in one genre.</td>
<td>Written exercises and short compositions. Student portfolio</td>
</tr>
<tr>
<td><strong>Introduce a range of writing assignments that represents conventions and innovations within one genre.</strong></td>
<td>Write a range of texts that demonstrate knowledge of a genre, its conventions, and its innovations.</td>
<td>Workshop feedback Analytical discussions</td>
</tr>
<tr>
<td><strong>Establish and model workshop procedures that involve all students in critique and revision of their own and peers’ texts.</strong></td>
<td>Critique texts in workshop format (oral and written critiques). Revise texts using workshop critiques to inform changes.</td>
<td>Daily writing exercises Revisions Writing portfolio</td>
</tr>
</tbody>
</table>

V. Topical Course Outline: Will vary depending on genre (included are sample outlines for three selected topics).

A. Found Poetry
   1. Defining poetry in a technological/media culture
   2. Writing experiments: producing poetry in atypical places
   3. Historical and cultural context for found poetry
   4. Music, sound, and media mixing
   5. Poetry and visual arts
   6. Mass produced poetry: greeting cards, advertising, and commercials
   7. Poetry in motion: film, video, motion, and implied motion
   8. Digital poetry: Facebook, MySpace, Twitter, and e-poetry
   9. Revision in a digital age

B. Slam Poetry
   1. Reading selections from performance poets
   2. Video and audio critiques of performance poets
   3. Workshop performance: engaging the audience
   4. Critique of peer performance
   5. Public performance and stage presence
   6. Audience and censorship

C. Memoir
   1. Defining the genre: literary memoirs and popular culture memoirs
   2. History of autobiography and memoir in the American West
   3. Honesty, disclosure, and the importance of story
   4. Organizational strategies: theme, chronology, and endings
4. Structuring time: flashbacks and flash-forwards, creating a sense of immediacy
5. Memory and research
6. Humor and reflection
7. Dialogue and narration
8. Integrity and ethical/legal issues
9. Challenges in critiquing memoir

VI. Suggested Texts

VII. Bibliography
Note: This is a selective list of references for teaching.
Shapiro, Michael. A Sense of Place: Great Travel Writers Talk About Their Craft, Lives, and Inspiration. San Francisco: Travelers’ Tales, 2004
1a. School or College  
KP KPC

1b. Division  
No Division Code

1c. Department  
Business & Industry

2. Course Prefix  
PETER

3. Course Number  
A155

4. Previous Course Prefix & Number  
none

5a. Credits/CEUs  
3.0

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

6. Complete Course Title  
Blueprint Reading

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/2010  
To:  /9999

12. Cross Listed with  
N/A

Stacked with  
N/A

Cross-Listed Coordination Signature

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

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

<table>
<thead>
<tr>
<th>Impact Program/Course</th>
<th>Catalog Page(s)</th>
<th>Impacted</th>
<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Industrial Process Instrumentation A.A.S.</td>
<td>453</td>
<td>impacted</td>
<td>Jan 25, 2010</td>
<td>Allen Houtz</td>
</tr>
<tr>
<td>2.</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Initiator Name (typed):  Allen Houtz

Initiator Signed Initials:  
Date:

13b. Coordination Email  
Date:  Feb 3, 2010

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

13c. Coordination with Library Liaison  
Date:  Feb 3, 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)

Introduces the reading of machine, piping, welding, instrumentation, and process detail drawings. Includes practice in visualization and sketching of isometric drawings.

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

MATH A054 or placement in MATH A055

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)

None

17.  
Mark if course has fees

18.  
Mark if course is a selected topic course

19. Justification for Action  
This is an update of the existing course to coordinate the course with other courses in the programs.

Initiator (faculty only)  
Allen Houtz

Initiator (TYPE NAME)  

Approved  
Disapproved  
Dean/Director of School/College  
Date

Approved  
Disapproved  
Department Chairperson  
Date

Approved  
Disapproved  
Undergraduate/Graduate Academic  
Board Chairperson  
Date

Approved  
Disapproved  
Provost or Designee  
Date
I. **Initiation Date:** January, 2010

II. **Course Information**
   A. **College:** Kenai Peninsula College
   B. **Course Title:** Blueprint Reading
   C. **Course Subject/Number:** PETR A155
   D. **Credit Hours:** 3.0
   E. **Contact Time:** 3 + 0
   F. **Grading Information:** A – F
   G. **Course Description:** Introduces the reading of machine, piping, welding, instrumentation, and process detail drawings. Includes practice in visualization and sketching of isometric drawings.
   H. **Course Prerequisites:** MATH A054 or placement in MATH A055
   I. **Course Fee:** Yes

III. **Course Level Justification**
   This is an introductory course in which the students learn to interpret and draw various diagrams encountered in the process industries.

IV. **Instructional Goals**
   The instructor will:
   A. Explain and demonstrate the use of a variety of measurement tools.
   B. Drill students on proper terminology associated with piping and tubing systems and other mechanical components.
   C. Model the preparation of orthographic projection drawings.
   D. Model the preparation of isometric piping drawings.
V. Student Outcomes

<table>
<thead>
<tr>
<th>Student Outcomes</th>
<th>Assessment Measures</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Identify piping components in a typical piping isometric drawing.</td>
<td>Quizzes, written assignments, hands-on identification practice</td>
</tr>
<tr>
<td>B. Identify tubing components in a typical instrument installation drawing.</td>
<td>Quizzes, written assignments, hands-on identification practice</td>
</tr>
<tr>
<td>C. Prepare an accurate, properly dimensioned isometric drawing from a physical piping or tubing installation.</td>
<td>Written assignments and projects, drawing interpretation tests</td>
</tr>
<tr>
<td>D. Draw an accurate and properly dimensioned orthographic projection drawing of a physical machine component.</td>
<td>Written assignments and projects, drawing interpretation tests</td>
</tr>
</tbody>
</table>

VI. Content Outline

A. Orthographic drawings
   1. Three view projections
   2. Dimensioning
   3. Auxiliary views and sections
   4. Sketching practice

B. Isometric drawing
   1. Relationship to orthographic drawings
   2. Use in piping systems
   3. Wire bending and sketching practice

C. Measurement tools and techniques
   1. Tape measures and rulers
   2. Calipers, vernier and digital
   3. Micrometers and dial indicators
   4. Tolerance and limit of error
   5. Levels and reference points

D. Piping Systems
   1. Flanges, gaskets, and o-rings
      a. Machine thread measurements
      b. Torque requirements
      c. Materials of construction
   2. Pipe thread applications and identification
   3. Pressure ratings and pipe schedules
   4. Fitting identification practice

E. Tubing systems
   1. Tubing sizes and ratings
   2. Tubing bending practice
   3. Isometric drawings of tubing systems
   4. Instrument installation details

F. Process and instrumentation diagrams (P&ID)
   1. Common equipment symbols
   2. Drawing references
   3. Drawing revision control
   4. Valve types
VII.  Suggested Text:  Handouts provided by instructor

VIII.  Bibliography


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

1a. School or College
KP KPC

1b. Division
No Division Code

1c. Department
Business & Industry

2. Course Prefix
PETR

3. Course Number
A240

4. Previous Course Prefix & Number
none

5a. Credits/CEUs
3.0

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

6. Complete Course Title
Industrial Process Instrumentation III
Ind Process Instrument III

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

semester/year
From: Fall/2010
To: 9999

12. Cross Listed with
[ ] NA

Stacked with
[ ] NA

Cross-Listed Coordination Signature

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

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<th>Impacted Program/Course</th>
<th>Catalog Page(s)</th>
<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
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<td>122</td>
<td>03/01/09</td>
<td>Allen Houtz</td>
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Initiator Name (typed): Allen Houtz
Initiator Signed Initials: ____________________________ Date: __________________

13b. Coordination Email

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

Date: Jan 5, 2010

13c. Coordination with Library Liaison

Date: Oct 27, 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)

Presents details of the installation and application of continuous process instruments in closed feedback control loops. Includes practice functional check out procedures on physical hardware. Introduces ladder logic used for discrete control of processes.

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

PRT A144 or PETR A144

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)

Degree-seeking Industrial Process Instrumentation or Process Technology students.

17. [ ] Mark if course has fees

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

19. Justification for Action

This is an update of the existing course to coordinate the course with other courses in the program.

Initiator (faculty only)

Allen Houtz
Initiator (TYPE NAME)

[ ] Approved
[ ] Disapproved

Dean/Director of School/College
Date

[ ] Approved
[ ] Disapproved

Undergraduate/Graduate Academic
Date

[ ] Approved
[ ] Disapproved

Board Chairperson
Date

[ ] Approved
[ ] Disapproved

Provost or Designee
Date
UNIVERSITY OF ALASKA ANCHORAGE  
COURSE CONTENT GUIDE

I. **Initiation Date:** January 2010

II. **Course Information**
   A. **College:** Kenai Peninsula College
   B. **Course Title:** Industrial Process Instrumentation III
   C. **Course Subject/Number:** PETR A240
   D. **Credit Hours:** 3.0
   E. **Contact Time:** 3 + 0
   F. **Grading Information:** A - F
   G. **Course Description:**
      Presents details of the installation and application of continuous process instruments in closed feedback control loops. Includes practice functional check out procedures on physical hardware. Introduces ladder logic used for discrete control of processes.
   H. **Course Pre-Requisites:** PRT A144 or PETR A144
   I. **Course Fee (yes or no):** Yes

III. **Course Level Justification**
   Connects foundation courses with advanced work and develops advanced skills.

IV. **Instructional Goals**
   The instructor will:
   1. Review sample Process & Instrumentation Diagrams (P & ID) thoroughly with the students.
   2. Explain the relationship between various drawings used for documenting industrial process instrumentation systems. Strong emphasis will be placed on instrument index, P & ID, and loop drawings.
   3. Direct the students in teams connecting functioning control loops and developing detailed loop drawings for various control loops.
   4. Explain and model good shop practices for control valve actuator maintenance.
   5. Introduce design process for programmable logic controller ladder logic preparation.
V. **Student Outcomes**

<table>
<thead>
<tr>
<th>Student Outcomes</th>
<th>Assessment Measures</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Describe the function and general method of operation of each instrument symbolized on a P&amp;ID.</td>
<td>Exams, quizzes, in-class presentations and participation, and written assignments</td>
</tr>
<tr>
<td>B. Prepare a plausible detailed loop diagram and develop a method for troubleshooting.</td>
<td>Exams, quizzes, in-class presentations and participation, and written assignments</td>
</tr>
<tr>
<td>C. Calculate the flow rate for a given operating condition using an orifice flow element.</td>
<td>Exams, quizzes, in-class presentations and participation, and written assignments</td>
</tr>
<tr>
<td>D. Prepare a ladder diagram that will yield a specified control action.</td>
<td>Exams, quizzes, in-class presentations and participation, and written assignments</td>
</tr>
<tr>
<td>E. Demonstrate correct calibration procedure for a pneumatic actuator and positioner.</td>
<td>Exams, quizzes, in-class presentations and participation, and written assignments</td>
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</tbody>
</table>

VI. **Content Outline**

A. Instrumentation system documentation
   1. Process and Instrumentation Detail (P&ID) drawings
   2. Instrument loop drawings
   3. Instrument index
   4. Instrument plan drawings
   5. Instrument installation drawings
   6. Electrical block diagrams
   7. Electrical junction box diagrams
   8. Electrical ladder diagrams

B. Continuous Proportional plus Integral (PI) controller functions
   1. Direct and reverse action
   2. Selection of final control element failure mode
   3. Negative feedback in closed loop process control
   4. Automatic and manual operating modes and transitions
   5. Details of operation of a single-input, single-output closed loop

C. Process variable measurement issues
   1. Negative feedback in process measurement transmitters
   2. Level measurement with differential pressure and displacer devices
   3. Inferential flow measurement elements
   4. Orifice flow calculation details with liquids
   5. Orifice flow calculation details with gases
D. Final control elements
  1. Control valves and pneumatic actuators
  2. Single-acting pneumatic positioners
  3. Double-acting pneumatic positioners
  4. Control valve characteristic curves
  5. Control valve sizing issues
  6. Control valve flow calculations

E. Discrete control systems
  1. Process sensing switches
  2. Monitoring continuous signals
  3. Safety Integrity Levels (SIL) of shutdown systems
  4. Electromechanical ladder diagrams
  5. Programmable Logic Controller (PLC) ladder diagrams
  6. Alarm systems
  7. Motor starter control circuits
  8. Control of final control elements with solenoid operated valves (SOV)

VIII. Suggested Text


IX. 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>
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<th>5b. Contact Hours (Lecture + Lab)</th>
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**6. Complete Course Title**  
**INDUSTRIAL PROCESS INSTR IV**  
*Abbreviated Title for Transcript (30 character)*

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<td>☑ Add or ☑ Change</td>
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**If a change, mark appropriate boxes:**  
[ ] Prefix
[ ] Credits
[ ] Title
[ ] Grading Basis
[ ] Course Description
[ ] Test Score Prerequisites
[ ] Other Restrictions
[ ] Class
[ ] Level
[ ] College
[ ] Major
[ ] Other

(please specify)

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**From:** Fall/2010  
**To:** 9999

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**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>122</td>
<td>03/01/09</td>
<td>Allen Houtz</td>
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**Initiator Name (typed): Allen Houtz**  
Initiator Signed Initials: __________

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

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

Explores techniques used in designing and optimizing control loops. Develops methods for testing and optimizing feedback and feed forward control loops, and introduces loop implementation methods in digital control environments.

**16a. Course Prerequisite(s) (list prefix and number)**  
PETR A240

<table>
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<th>16b. Test Score(s)</th>
<th>16c. Co-requisite(s) (concurrent enrollment required)</th>
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**16d. Other Restriction(s)**

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

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<th>16e. Registration Restriction(s) (non-codable)</th>
<th>Degree-seeking Industrial Process Instrumentation or Process Technology students.</th>
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**17. Mark if course has fees**  
[ ]

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

**19. Justification for Action**

This is an update of the existing course to coordinate the course with other courses in the program.

Initiator (faculty only)  
Initiator (TYPE NAME):

[ ] Approved  
[ ] Disapproved  

Initiator Signature: __________  Date: __________

Dean/Director of School/College  
[ ] Approved  
[ ] Disapproved  

Date: __________

Undergraduate/Graduate Academic  
Board Chairperson  
[ ] Approved  
[ ] Disapproved  

Date: __________

Provost or Designee  
[ ] Approved  
[ ] Disapproved  

Date: __________
I. **Initiation Date:** January 2010

II. **Course Information**
   A. **College:** Kenai Peninsula College
   B. **Course Title:** Industrial Process Instrumentation IV
   C. **Course Subject/Number:** PETR A244
   D. **Credit Hours:** 3.0
   E. **Contact Time:** 3 + 0
   F. **Grading Information:** A - F
   G. **Course Description:**
      Explores techniques used in designing and optimizing control loops. Develops methods for testing and optimizing feedback and feed forward control loops, and introduces loop implementation methods in digital control environments.
   H. **Course Prerequisites:** PETR A240
   I. **Course Fee (yes or no):** Yes

III. **Course Level Justification**
    Connects foundation courses with advanced work and develops advanced skills.

IV. **Instructional Goals**
    The instructor will:
    1. Demonstrate the use of graphical and computer-based tools for estimating process parameters.
    2. Explain and demonstrate the closed loop performance of feedback control loops and demonstrate the consequences of poor tuning as opposed to optimum tuning.
    3. Present typical advanced control strategies.
    4. Demonstrate the use of function block programming of simple digital control strategies.
V. **Student Outcomes**

<table>
<thead>
<tr>
<th>Student Outcomes</th>
<th>Assessment Measures</th>
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<tbody>
<tr>
<td>A. Demonstrate tuning of a control loop using both closed-loop techniques and open-loop techniques.</td>
<td>Exams, in-class discussion, participation, and process simulation tuning projects</td>
</tr>
<tr>
<td>B. Predict the steady-state performance of a three element boiler level control system.</td>
<td>Exams, quizzes, in-class discussion, participation, and written assignments</td>
</tr>
<tr>
<td>C. Sketch a feed forward control scheme using proper symbolism, and define a suitable tuning strategy.</td>
<td>Exams, quizzes, in-class discussion, participation, and written assignments</td>
</tr>
<tr>
<td>D. Sketch a cascade control scheme using proper symbolism, and define the proper loop tuning sequence.</td>
<td>Exams, quizzes, in-class discussion, participation, written assignments, and process simulation projects</td>
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</table>

VI. **Content Outline**

A. Feedback control overview
   1. Importance of process dynamics to closed-loop performance
   2. Error must exist to produce useful control action

B. Characteristics of dynamic response
   1. Gain-only transfer function
   2. Integral response transfer function
   3. Derivative response transfer function
   4. First-order response transfer function
   5. Dead time transfer function
   6. First-order plus dead time response

C. Process identification
   1. Step and pulse process testing
   2. Initial slope method
   3. Two-point fit
   4. Least squares optimum fit

D. Loop tuning
   1. Ziegler-Nichols tuning objective and formulae
   2. Cohen-Coon tuning objective and formulae
   3. Lambda tuning method
   4. Closed-loop tuning methods

E. Process controller algorithms
   1. Proportional-only controller
   2. Proportional plus integral controller
   3. Proportional plus derivative controller

F. Advanced control strategies
   1. Blending operations
   2. Ratio control
3. Cascade control
4. Feed forward control
5. Cross-limited firing control systems
6. Three-element boiler feedwater control
7. Centrifugal compressor anti-surge control

G. Digital process control implementation
   1. Function block diagrams
   2. Bumpless transfer strategies
   3. Set point tracking
   4. Mass flow calculations

VIII. Suggested Text


IX. Bibliography

### Course Action Request

**University of Alaska Anchorage**

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

<table>
<thead>
<tr>
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**Abbreviated Title for Transcript (30 character)**

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If a change, mark appropriate boxes:

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

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12. Cross Listed with

**Cross Listed with**

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

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

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<th>Chair/Coordinator Contacted</th>
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<td>107</td>
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<td>Susan Kalina</td>
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Initiator Name (typed): **Dorn Van Dommelen** Initiator Signed Initials: __________ Date: __________

13b. Coordination Email Date: 2/8/2010 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)

Exploration of key issues, concepts, and arguments in economic geography. Comparative investigation of the evolving economic geography of several international regions within the framework of contemporary processes of economic globalization. Covers policy, planning, global economic interdependence and transition, and contemporary issues.

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

GEOG A101 or INTL A101

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

This course will be replaced by GEOG A390A.

<table>
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Initiator (TYPE NAME)

Approved

Disapproved

Dean/Director of School/College Date

Approved

Disapproved

Undergraduate/Graduate Academic Date

Approved

Disapproved

Board Chairperson

Approved

Disapproved

Provost or Designee Date

Approved

Disapproved

Curriculum Committee Chairperson Date

Approved

Disapproved
### School or College
AS CAS

### Division
ASSC Division of Social Science

### Department
Geography & Environmental Studies

#### Course Prefix
GEOG

#### Course Number
A327

#### Previous Course Prefix & Number

#### Credits/CEUs
3

#### Contact Hours
(3+0)

#### Complete Course Title
Political Geography

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

#### Type of Course
- [x] Academic
- [ ] Preparatory/Development
- [ ] Non-credit
- [ ] CEU
- [ ] Professional Development

#### Type of Action:
- [ ] Add
- [x] Change
- [ ] Delete

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

#### Repeat Status
Choose one
- [ ] # of Repeats
- [ ] Max Credits

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

#### Implementation Date
- [ ] semester/year
  - From: Fall/2010
  - To: 9999

#### Cross Listed with
- [x] PS A327

#### Course Description
Suggested length 20 to 50 words

Study of the spatial forms and processes of political phenomena. Concepts, models, and current literature related to territories such as nation-states and congressional districts, the formation and dissolution of empires, geopolitics, and international conflict are examined.

#### Course Prerequisite(s)
GEOG A101 or INTL A101 or PS A102

#### Test Score(s)

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

#### Other Restriction(s)

#### Registration Restriction(s)

#### Mark if course has fees

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

### General Education Requirement

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

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

---

**Initiator Name (typed):** Dorn Van Dommelen

**Initiator Signed Initials:** __________

**Date:** __________

---

**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).

#### Impact Program/Course
- [ ] International Studies
- [ ] 107
- [ ] 2/8/2010
- [ ] Susan Kalina

#### Date of Coordination

#### Chair/Coordinator Contacted

---

**13b. Coordination Email Date:** 2/8/2010

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

---

**13c. Coordination with Library Liaison**

---

**Initiator Name (typed):** Dorn Van Dommelen

**Initiator Signed Initials:** __________

**Date:** __________

---

**14. General Education Requirement**

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

---

**15. Course Description**

Study of the spatial forms and processes of political phenomena. Concepts, models, and current literature related to territories such as nation-states and congressional districts, the formation and dissolution of empires, geopolitics, and international conflict are examined.

---

**16a. Course Prerequisite(s)**

- [ ] GEOG A101 or INTL A101 or PS A102

---

**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**

This course will be replaces by GEOG A390A.

---

**Initiator (faculty only) Date**

Dorn Van Dommelen

---

**Initiator (TYPE NAME) Date**

Dean/Director of School/College

---

**Department Chairperson Date**

Approved

---

**Curriculum Committee Chairperson Date**

Approved

---

**Provost or Designee Date**

Approved
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  
Political Science

2. Course Prefix  
PS
3. Course Number  
A327

4. Previous Course Prefix & Number

5a. Credits/CEUs  
3
5b. Contact Hours  
(Lecture + Lab)  
(3+0)

6. Complete Course Title  
Political Geography
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  ☐ Contact Hours  ☐ Repeat Status  ☐ Cross-Listed/Stacked
☐ Grading Basis  ☐ Course Description  ☐ Test Score Prerequisites  ☐ Co-requisites  ☐ Registration Restrictions
☐ Other Restrictions  ☐ Class  ☐ Level  ☐ College  ☐ Major
☐ Other  (please specify)

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

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

11. Implementation Date  
semester/year
From:  Fall/2010  To:  /9999

12. ☒ Cross Listed with  
GEOG A327


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

<table>
<thead>
<tr>
<th>Impacted Program/Course</th>
<th>Catalog Page(s)</th>
<th>Impacted</th>
<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. International Studies</td>
<td>107</td>
<td></td>
<td>2/8/2010</td>
<td>Susan Kalina</td>
</tr>
<tr>
<td>2.</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Initiator Name (typed):  James Muller  
Initiator Signed Initials:  _______  
Date:  ____________

13b. Coordination Email  
Date:  2/8/2010  
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)
Study of the spatial forms and processes of political phenomena. Concepts, models, and current literature related to territories such as nation-states and congressional districts, the formation and dissolution of empires, geopolitics, and international conflict are examined.

16a. Course Prerequisite(s) (list prefix and number)  
GEOG A101 or INTL A101 or PS A102
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

Geography and Environmental Studies are cancelling the cross-listed course.

Initiator (faculty only)  
Date  

Initiator (TYPE NAME)  
Date  

Approved  Disapproved  Dean/Director of School/College

Approved  Disapproved  Undergraduate/Graduate Academic

Approved  Disapproved  Board Chairperson

Approved  Disapproved  Provost or Designee

52
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
A390

4. Previous Course Prefix & Number
NA

5a. Credits/CEUs
1-3

5b. Contact Hours
(1-2+3-6)

6. Complete Course Title
Field Studies in Geography

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 ☐ Graduation Basis ☐ Contact Hours ☐ Repeat Status ☐ Cross-Listed/Stacked ☐ Course Prerequisites ☐ Registration Restrictions ☐ Other Restrictions:
☐ Class ☐ Level ☐ College ☐ Major ☒ Other CCG (please specify)

9. Repeat Status
☐ Yes ☐ No # of Repeats 2 Max Credits 9

10. Grading Basis
☒ A-F ☐ P/NP ☐ NG

11. Implementation Date
From: Fall/2010 To: 9999

12. Cross Listed with
☐ Stacked with

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

13b. Coordination Email
Date: 2/8/2010
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison
Date: 2/8/2010

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)
Geographic concepts and processes explored in the field. Introduction to geographic fieldwork techniques and methodology. Students will conduct fieldwork in selected areas of geographic inquiry. Topics range from regional studies to topical studies. May be repeated twice with change in subtitle.

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

16b. Test Score(s)

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

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

16e. Registration Restriction(s) (non-codable)
Instructor's permission & a designated GEOG course.

17. ☒ Mark if course has fees

18. ☒ Mark if course is a selected topic course

19. Justification for Action
Periodic update of CCG.

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

13b. Coordination Email Date: 2/8/2010
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison Date: 2/8/2010

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)
Geographic concepts and processes explored in the field. Introduction to geographic fieldwork techniques and methodology. Students will conduct fieldwork in selected areas of geographic inquiry. Topics range from regional studies to topical studies. May be repeated twice with change in subtitle.

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

16b. Test Score(s)

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

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

16e. Registration Restriction(s) (non-codable)
Instructor's permission & a designated GEOG course.

17. ☒ Mark if course has fees

18. ☒ Mark if course is a selected topic course

19. Justification for Action
Periodic update of CCG.

Initiator (faculty only) Date
Dorn Van Dommelen

Initiator (TYPE NAME)

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

Undergraduate/Graduate Academic Board Chairperson

☐ Approved ☐ Disapproved
Provost or Designee Date
GEOG A390
Field Studies in Geography
Course Content Guide

Date: 26 January 2010

I. Course Information

a. College: College of Arts and Sciences
b. Course Subject: GEOG
c. Course number: A390
d. Credits/Contact: 1-3 credits, variable contact hours
e. Title: Field Studies in Geography
f. Grading Basis: A-F
g. Registration Restrictions: Instructor’s permission and a designated GEOG course
h. Course Fees: Variable
i. Description: Geographic concepts and processes explored in the field. Introduction to geographic fieldwork techniques and methodology. Students will conduct fieldwork in selected areas of geographic inquiry. Topics range from regional studies to topical studies. May be repeated twice with change in subtitle.

II. Guidelines for Evaluation

Instructors may use a variety of tools for evaluation but must include a major field project involving field observations, analysis of field data and its interpretation.

III. Course Level Justification

This course is listed at the 300 level because it requires some pre-requisite course work in more introductory courses and maturity and experience to engage in field study.

IV. Instructional Goals and Student Outcomes

A. Instructional Goals

This course will have widely varying goals dependent on the region and topic of study. The general goals of this course are as follows:

1. To introduce students to and explore in detail field techniques and methods in geography.

2. To utilize both local and global opportunities for experiential education in geography.
B. Student Learning Outcomes (Note: for purposes of exemplification what follows is one specific offering of this course, focused on agricultural development and the environment in China.)

<table>
<thead>
<tr>
<th>Outcomes</th>
<th>Assessment Methods</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students will take clear field notes and make field sketches to draw conclusions about the application of agroecological principles. (Field Techniques)</td>
<td>Field notebook assignments</td>
</tr>
<tr>
<td>Students will evaluate and analyze the application of Heifer International’s model of development to the problems faced by farmers in the North China Plain. (Analysis and Critique)</td>
<td>Short essays based on field observations</td>
</tr>
<tr>
<td>Students will assess the success of Heifer International projects and present their conclusions about field observations in a formal setting. (Application and Presentation)</td>
<td>Post-trip field report</td>
</tr>
</tbody>
</table>

VI. Course Outline (Note: for purposes of exemplification what follows is one specific offering of this course, focused on agricultural development and the environment in China.)

I. Introduction: Preparations for International Travel
   a. Group and individual safety
   b. Passport and visa
   c. Personal and group packing lists
   d. Travelling in China: the cultural experience

II. The Heifer Model of Development

III. China’s Economic Miracle
   a. A brief history of China: economic and environmental policy
   b. Economic reforms
   c. Impacts of the reforms on the environment

IV. Field Experience
   a. Ying and Quan Watershed Self-Help Project
   b. Dabie Mountain Area Community Development Project
   c. Urban Development in Hefei City
   d. Chenge Community Development and Poverty Alleviation Project

V. Post-Trip Seminar

VI. Service-Learning Project

VI. Suggested Texts (Note: for purposes of exemplification what follows is one specific offering of this course, focused on agricultural development and the environment in China.)

VII. Bibliography  (Note: for purposes of exemplification what follows is one specific offering of this course, focused on agricultural development and the environment in China.)


VIII. Sample of other possible topics

Culture and Resource Conflict in the Balkans
Identity and Change on the Canadian Prairies
# 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>Geography &amp; Environmental Studies</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2. Course Prefix</th>
<th>3. Course Number</th>
<th>4. Previous Course Prefix &amp; Number</th>
<th>5a. Credits/CEUs</th>
<th>5b. Contact Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEOG</td>
<td>A390A</td>
<td>NA</td>
<td>3</td>
<td>(Lecture + Lab) 3+0</td>
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</table>

<table>
<thead>
<tr>
<th>6. Complete Course Title</th>
<th>Abbreviated Title for Transcript (30 character)</th>
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</thead>
<tbody>
<tr>
<td>Topics in Global Geography</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>7. Type of Course</th>
<th>8. Type of Action:</th>
<th>9. Repeat Status</th>
<th>10. Grading Basis</th>
<th>11. Implementation Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic</td>
<td>Add or Change or Delete</td>
<td>Yes</td>
<td>A-F</td>
<td>semester/year</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>12. Cross Listed with</th>
<th>13. Impacted Courses or Programs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stacked</td>
<td>List any programs or college requirements that require this course.</td>
</tr>
</tbody>
</table>

**Initiator Name (typed):** Dorn Van Dommelen  
**Initiator Signed Initials:** __________  
**Date:** ______________

**13a. Impacted Courses or Programs:**  
Impacted Program/Course  
Catalog Page(s)  
Impacted  
Date of Coordination  
Chair/Coordinator Contacted  
1. International Studies  
upcoming catalog changes, p. 107  
2/8/2010  
Susan Kalina

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

13c. Coordination with Library Liaison  
Date: 2/8/2010

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)  
A special topics seminar focusing on a thematic approach to human geography in a global context. Draws on the interdisciplinary nature of geography to provide students with a broad understanding of critical global issues. Special notes: May be repeated twice with change of subtitle/topic.

16a. Course Prerequisite(s) (list prefix and number)  
GEOG A101 or INTL A101

16b. Test Score(s)  
N/A

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

16d. Other Restriction(s)  
Completion of GER Tier 1 (basic college-level skills) courses and junior standing.

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  
This course is designed to for students who are in their junior and senior years and have already explored geography in GEOG/INTL A101 and are interested in further academic studies in geography. This course will be used by International Studies students as a capstone experience in the major.
<table>
<thead>
<tr>
<th>Initiator (faculty only)</th>
<th>Date</th>
<th>Dean/Director of School/College</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dorn Van Dommelen</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
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<th>Undergraduate/Graduate Academic</th>
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<table>
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<tr>
<th>Department Chairperson</th>
<th>Date</th>
<th>Approved</th>
<th>Date</th>
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<th>Curriculum Committee Chairperson</th>
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<th>Date</th>
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<table>
<thead>
<tr>
<th>Provost or Designee</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td></td>
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</tr>
</tbody>
</table>
GEOG A390A
Topics in Global Geography
Course Content Guide

Date: 26 January 2010

I. Course Information

a. College: Arts and Sciences
b. Course Subject: GEOG
c. Course Number: A390A
d. Credits/Contact: 3 credits, 3 + 0 contact
e. Title: Topics in Global Geography
f. Grading Basis: A-F
g. Prerequisites: GEOG A101 or INTL A101
h. Restrictions: Completion of GER Tier 1 (basic college-level skills) courses and junior standing.
i. GER Status: Integrative Capstone
j. Course Fees: No
k. Description: A special topics seminar focusing on a thematic approach to human geography in a global context. Draws on the interdisciplinary nature of geography to provide students with a broad understanding of critical global issues. Special notes: May be repeated twice with change of subtitle/topic.

II. Course Level Justification

This course is designed for students who are in their junior and senior years and have already explored geography in GEOG/INTL A101 and are interested in further academic studies in geography. This course will be used by International Studies students as a degree capstone experience selection.

III. Instructional Goals and Student Outcomes

A. Instructional Goals

• Designed to provide coverage of more specialized and interdisciplinary human geography topics not treated in GEOG A101.
• Demonstrate the use of geographic approaches and theory in understanding global issues.
• Encourage students to think critically about key global issues, examine their attitudes about these issues, and consider how geography and other disciplines contribute to an understanding and policy implications of these issues.
• Further develop the students’ experience with the interdisciplinary nature of geography by integrating knowledge from the diverse range of topical geographical studies in human geography and allied disciplines such as political science, economics, sociology, and environmental studies.
• Build upon GER skills in information literacy through the completion of a research paper and a case study so that students can demonstrate their ability to effectively communicate.

B. Student Outcomes (Note: for purposes of exemplification what follows is one specific offering of this course, focused on global geopolitics.)

<table>
<thead>
<tr>
<th>Outcome</th>
<th>Assessment Methods</th>
</tr>
</thead>
<tbody>
<tr>
<td>Successfully integrate knowledge from geography and political science to understand geopolitical issues. [Knowledge Integration]</td>
<td>Research paper and case study</td>
</tr>
<tr>
<td>Apply information literacy tools in the development of a research paper on a political geography topic appropriate to the course. [Information Literacy]</td>
<td>Research paper</td>
</tr>
<tr>
<td>Apply political geography principles discussed in class to a specific case study which clearly defines and describes a local or regional geopolitical problem and develops well-reasoned solutions. [Critical Thinking]</td>
<td>Case study</td>
</tr>
<tr>
<td>Demonstrate critical thinking about values, attitudes, and practices with respect to international geopolitical issues. [INTL Capstone outcome]</td>
<td>Research paper</td>
</tr>
</tbody>
</table>

N.B. Scores and samples of the research papers will be reported to the chair of International Studies upon request.

V. Course Outline (Note: for purposes of exemplification what follows is one specific offering of this course, focused on global geopolitics.)

1. Geographic Space and the Nation-State
   a. Spatial Morphology
   b. Spatial Partitioning/Administrative Areas
   c. Territorial Jurisdictions: Land, Sea, Air
   d. Self-Determination
   e. Territorial Conflict
   f. International Bodies

2. Territorial Institutions
   a. Institutional Arrangement
   b. Institutional Change
   c. Social Effects of Institutions
   d. Social Practices in Institutions
   e. Case Studies

3. Globalizing Processes and Hegemonic Cycles
4. Global Geopolitics  
a. Emergent Trends  
b. Key Conflicts  

VI. Suggested Texts (Note: for purposes of exemplification what follows is one specific offering of this course, focused on global geopolitics.)


VII. Bibliography (Note: for purposes of exemplification what follows is one specific offering of this course, focused on global geopolitics.)


VIII. Sample of other possible topics

Economic Geography and the Global Economy
Global Issues in Urban Geography
International Development in Geographic Context
Competing Global Paradigms of Resource Use
World Population Geography
Course Action Request
University of Alaska Anchorage
Proposal to Initiate, Add, Change, or Delete a Course

<table>
<thead>
<tr>
<th>1a. School or College</th>
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<tbody>
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<td>Geography &amp; Environmental Studies</td>
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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>ENVI</td>
<td>A490</td>
<td>NA</td>
<td>3</td>
<td>(3+0)</td>
</tr>
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6. Complete Course Title
Topics in Environment and Society
Environment and Society
Abbreviated Title for Transcript (30 character)

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

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

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

9. Repeat Status
☐ Yes
☐ No

# of Repeats
2
Max Credits
9

10. Grading Basis
☐ A-F
☐ P/NP
☐ NG

11. Implementation Date
From: Fall/2010
To: 9999

12. ☐ Cross Listed with
☐ Stacked with

Cross-Listed Coordination Signature

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

<table>
<thead>
<tr>
<th>Impacted Program/Course</th>
<th>Catalog Page(s) Impacted</th>
<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
</tr>
</thead>
<tbody>
<tr>
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<td></td>
</tr>
</tbody>
</table>

Initiator Name (typed): _______ Initiator Signed Initials: _______ Date: __________

13b. Coordination Email
Date: 2/8/10
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison
Date: 2/8/10

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)
A special topics seminar focusing on approaches and practices for addressing social concerns related to environmental problems. Special notes: May be repeated twice with change of subtitle/topic.

16a. Course Prerequisite(s) (list prefix and number)
ENVI A211 or ENVI A212

16b. Test Score(s)
N/A

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

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

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
This course is designed for students who have already explored environmental science and/or environmental studies issues in ENVI A211 or ENVI A212 and are interested in further academic studies pertaining to environmental topics.

Initiator (faculty only) Date
Shannon Donovan

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

63
ENVI A490
Topics in Environment and Society
Course Content Guide

Date: 2 February 2010

I. Course Information

a. College: Arts and Sciences
b. Course Subject: ENVI
c. Course Number: A490
d. Credits/Contact: 3 credits, 3 + 0 contact
e. Title: Topics in Environment and Society
f. Grading Basis: A-F
g. Prerequisites: ENVI A211 or ENVI A212
h. Course Fees: No
i. Description: A special topics seminar focusing on approaches and practices for addressing social concerns related to environmental problems. Special notes: May be repeated twice with change of subtitle/topic.

II. Course Level Justification

This course is designed to build upon knowledge developed in ENVI A211 or ENVI A212 for students who are interested in more advanced work in environmental studies.

III. Instructional Goals and Student Outcomes

A. Instructional Goals

• Designed to provide coverage of more specialized environmental topics not treated in ENVI A211 or ENVI A212.
• Demonstrate the use of theory in understanding issues related to environment and society.
• Encourage students to think critically about public concerns on key environmental issues, understand the role of stakeholders in addressing these concerns, develop skills for efficiently and successfully leading environmental problem-solving processes, and consider the role of diverse perspectives in creating environmental policies.

B. Student Learning Outcomes (Note: for purposes of exemplification what follows is one specific offering of this course, focused on the topic of international environmental issues.)

<table>
<thead>
<tr>
<th>Outcomes</th>
<th>Assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students will demonstrate knowledge of international environmental issues and problems.</td>
<td>Exams and Quizzes</td>
</tr>
<tr>
<td>Students will assess and critique environmental challenges facing specific countries.</td>
<td>Projects, Case Study</td>
</tr>
<tr>
<td>Students will articulate diverse perspectives regarding international environmental problems.</td>
<td>Debate</td>
</tr>
</tbody>
</table>
IV. Course Outline (Note: for purposes of exemplification what follows is one specific offering of this course, focused on the topic of international environmental issues.)

1. Understanding Environmental Problems at a Global Scale
   a. Population
   b. Deforestation
   c. Globalization
   d. Climate Change
2. Introduction to International Environmental Theories and Concepts
   a. Ecosystem Services
   b. Sustainable Development
   c. Fair Trade
3. Articulating International Environmental Issues
   a. Identifying the Problem
   b. Determining Actors
   c. Assessing Causes and Consequences
4. Addressing International Environmental Concerns
   a. Critiquing Strategies
   b. Identifying Alternative Approaches
   c. Developing Next Steps

V. Suggested Texts (Note: for purposes of exemplification what follows is one specific offering of this course, focused on the topic of international environmental issues.)


VI. Bibliography (Note: for purposes of exemplification what follows is one specific offering of this course, focused on the topic of international environmental issues.)


**VII. Sample of other possible topics**

Environmental Conflict Resolution  
Planning for People and Place  
Environmental Governance
1a. School or College  
AS CAS

1b. Division  
AHUM Division of Humanities

1c. Department  
Languages

2. Course Prefix  
SPAN

3. Course Number  
A390

4. Previous Course Prefix & Number  
N/A

5a. Credits/CEUs  
4

5b. Contact Hours  
(Lecture + Lab)  
(4+0)

6. Complete Course Title  
Selected Topics: Studies in Translation and Interpretation  
ST: Studies in Trans & Interp

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
- College
- Major
- Other

9. Repeat Status Yes ☐ # of Repeats 2 ☑ Max Credits 12

10. Grading Basis  
☒ A-F ☐ P/NP ☐ NG

11. Implementation Date  
semester/year  
From: Fall/2010  
To: 9999/9999

12. ☐ Cross Listed with N/A  
Stacked with N/A  
Cross-Listed Coordination Signature

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

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

<table>
<thead>
<tr>
<th>Impacted Program/Course</th>
<th>Catalog Page(s)</th>
<th>Impacted Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
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</thead>
<tbody>
<tr>
<td>1. N/A</td>
<td>N/A</td>
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<td>2.</td>
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Initiator Name (typed): Francisco Miranda

Initiator Signed Initials: ___________ Date: __________________

13b. Coordination Email Date: 11-13-09 submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison Date: 11-13-09

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)  
Advances language skills through translation and interpretation to and from Spanish and English, focusing on a specific field every time it is offered (e.g., medical Spanish, judicial/court Spanish, business Spanish, Spanish for social services, etc.). Enhances and refines reading, listening, writing, and speaking abilities. Special note: May be repeated twice for credit with a change in subtitle.

16a. Course Prerequisite(s) (list prefix and number)  
SPAN A302 with a grade of "C" or better

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  
To address current student and community demand for translation and interpretation skills.

Initiator (faculty only)  
Francisco Miranda

Initiator Signed Initials: ___________ Date: __________________

☐ Approved  
Dean/Director of School/College  Date: __________________

☐ Disapproved  
Undergraduate/Graduate Academic  Date: __________________

☐ Approved  
Department Chairperson  Date: __________________

☐ Disapproved  
Board Chairperson  Date: __________________

☐ Approved  
Curriculum Committee Chairperson  Date: __________________

☐ Disapproved  
Provost or Designee  Date: __________________
### Course Content Guide

**Department of Languages**

**Spanish A390**

**Selected Topics: Studies in Translation and Interpretation**

<table>
<thead>
<tr>
<th>I. Initiation Date:</th>
<th>Fall 2009</th>
</tr>
</thead>
<tbody>
<tr>
<td>II. Course Information:</td>
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</tr>
<tr>
<td>A. College:</td>
<td>College of Arts and Sciences</td>
</tr>
<tr>
<td>B. Course Title:</td>
<td>Selected Topics: Studies in Translation and Interpretation</td>
</tr>
<tr>
<td>C. Course Subject/Number</td>
<td>SPAN A390</td>
</tr>
<tr>
<td>D. Credit Hours:</td>
<td>4.0</td>
</tr>
<tr>
<td>E. Contact Time:</td>
<td>4 + 0 hours per week</td>
</tr>
<tr>
<td>F. Grading Information:</td>
<td>A-F</td>
</tr>
<tr>
<td>G. Course Description:</td>
<td>Advances language skills through translation and interpretation to and from Spanish and English, focusing on a specific field every time it is offered (e.g., medical Spanish, judicial/court Spanish, business Spanish, Spanish for social services, etc.). Enhances and refines reading, listening, writing, and speaking abilities. Special Note: May be repeated twice for credit with a change in subtitle.</td>
</tr>
<tr>
<td>H. Status of Course Relative to Degree or Certificate Programs:</td>
<td>Course may be used as an elective to satisfy the upper-division component of a Spanish major or minor.</td>
</tr>
<tr>
<td>I. Course Attributes:</td>
<td>Applies toward the upper-division requirement for Spanish majors and minors.</td>
</tr>
<tr>
<td>J. Lab Fees:</td>
<td>Yes</td>
</tr>
<tr>
<td>K. Coordination:</td>
<td>UAA Faculty List Serve</td>
</tr>
<tr>
<td>L. Course Prerequisite:</td>
<td>SPAN A302 with a grade of “C” or better.</td>
</tr>
<tr>
<td>M. Registration Restriction:</td>
<td>None</td>
</tr>
</tbody>
</table>
III. Instructional Goals and Defined Outcomes:

A. Instructional Goals: The instructor will

1. Present the relevant techniques of translation and interpretation.
2. Discuss grammar issues relevant to the topic selected as the focus of the course.
3. Expose students to pertinent vocabulary necessary to ensure accurate translations as it applies to selected topic of the course.
4. Present representative texts for translation and interpretation.

B. Defined Outcomes: Students will be able to

<table>
<thead>
<tr>
<th>Student Outcomes</th>
<th>Assessment Methods</th>
</tr>
</thead>
<tbody>
<tr>
<td>Use appropriate grammar structures and apply appropriate vocabulary to ensure accurate translation and interpretation of material studied in the course.</td>
<td>Performance on exams and quizzes Class discussion</td>
</tr>
<tr>
<td>Demonstrate improvement in reading comprehension and listening abilities to ensure proper translation and interpretation of material studied in the course.</td>
<td>Performance on exams and quizzes Class discussion</td>
</tr>
<tr>
<td>Demonstrate improvement in oral abilities when interpreting the material studied in the course.</td>
<td>Performance on oral exams and oral quizzes Class discussion</td>
</tr>
</tbody>
</table>

IV. Course Activities:
The course will be based on lectures and small group collaboration of extensive translation and interpretation assignments to and from Spanish and English.

V. Methods of Assessment:
Students will be evaluated on class participation through group collaboration, as well as demonstrated improvement of translation and interpretation abilities as reflected in the correct grammar and appropriate vocabulary used in individual translation and interpretation assignments, quizzes, and exams.

VI. Course-level Justification:
Course addresses complex issues of translation and interpretation as represented in authentic material from specific subject areas of Spanish and English. Course requires prior introduction to the formal study of college Spanish grammar at the upper-division level to ensure the success of the student, and builds upon the knowledge of fundamental grammar concepts refined in Spanish A302.

VII. Course Outline:
The following outline focuses on medical Spanish translation and interpretation and proposes some of the areas of the medical field which may be covered in the course.

A. Basic techniques of translation and interpretation, and code of ethics of medical translators and interpreters
B. Medical history and hospital admissions
C. Getting a prescription and laboratory tests
D. Immunity and the immune system
E. Infectious diseases
F. Visit to the pediatrician and dentist
G. Arthritis
H. Orthopedist
I. Diabetes and hypertension
J. Obesity and physical fitness
K. Physical changes during pregnancy
L. Labor and delivery
M. AIDS
N. Internist, neurologist and cardiologist
O. Drug and substance abuse
P. Antidepressants
Q. Prozac discussion with psychiatrist
R. Emergency room & hospital care
S. Auto safety tips
T. Traffic accident report

VIII. Suggested texts


IX. Bibliography


Diccionario de la Real Academia Española de la Lengua. Madrid: Espasa Calpe, S.A.


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>CIS</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2. Course Prefix</th>
<th>3. Course Number</th>
<th>4. Previous Course Prefix &amp; Number</th>
<th>5a. Credits/CEUs</th>
<th>5b. Contact Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS</td>
<td>A410</td>
<td>N/A</td>
<td>3</td>
<td>(Lecture + Lab) (3+0)</td>
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</table>

6. Complete Course Title
Project Management

<table>
<thead>
<tr>
<th>7. Type of Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>☒ Academic</td>
</tr>
<tr>
<td>☐ Preparatory/Development</td>
</tr>
<tr>
<td>☐ Non-credit</td>
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<tr>
<td>☐ CEU</td>
</tr>
<tr>
<td>☐ Professional Development</td>
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<table>
<thead>
<tr>
<th>8. Type of Action:</th>
<th>☐ Add</th>
<th>☒ Change</th>
<th>☐ Delete</th>
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If a change, mark appropriate boxes:

<table>
<thead>
<tr>
<th>☐ Prefix</th>
<th>☐ Course Number</th>
<th>☐ Credits</th>
<th>☐ Contact Hours</th>
<th>☐ Title</th>
<th>☐ Repeat Status</th>
<th>☐ Grading Basis</th>
<th>☐ Cross-Listed/Stacked</th>
<th>☐ Course Description</th>
<th>☐ Co-requisites</th>
<th>☐ Test Score Prerequisites</th>
<th>☐ Registration Restrictions</th>
<th>☐ Other Restrictions</th>
<th>☐ Class</th>
<th>☐ Level</th>
<th>☐ College</th>
<th>☐ Major</th>
<th>☐ Other Bibliography and CBPP 5-Year update (please specify)</th>
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9. Repeat Status No  # of Repeats  Max Credits

<table>
<thead>
<tr>
<th>10. Grading Basis</th>
</tr>
</thead>
<tbody>
<tr>
<td>☒ A-F</td>
</tr>
<tr>
<td>☐ P/NP</td>
</tr>
<tr>
<td>☐ NG</td>
</tr>
</tbody>
</table>

11. Implementation Date  semester/year
From: Fall/2010  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.

<table>
<thead>
<tr>
<th>Impacted Program/Course</th>
<th>Catalog Page(s)</th>
<th>Impacted</th>
<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Business Administration, Management Information Systems (MIS)</td>
<td>139</td>
<td>02/26/2010</td>
<td>Minnie Yen</td>
<td></td>
</tr>
<tr>
<td>Bachelor of Business Administration, Global Logistics and Supply Chain Management</td>
<td>133</td>
<td>02/26/2010</td>
<td>Darren Prokop</td>
<td></td>
</tr>
</tbody>
</table>

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

13b. Coordination Email  Date: 02/26/2010
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison  Date: 02/26/2010

14. General Education Requirement
Mark appropriate box:

<table>
<thead>
<tr>
<th>☐ Oral Communication</th>
<th>☐ Written Communication</th>
<th>☐ Quantitative Skills</th>
<th>☐ Humanities</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Fine Arts</td>
<td>☐ Social Sciences</td>
<td>☐ Natural Sciences</td>
<td>☐ Integrative Capstone</td>
</tr>
</tbody>
</table>

15. Course Description (suggested length 20 to 50 words)
Essentials of planning, scheduling, and managing information system projects; risk assessment and risk management; and project management tools. Involves students in the development of a project plan for a community-based information system development project.

16a. Course Prerequisite(s) (list prefix and number) (CIS A310 & CIS A376) with a minimum grade of C

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
Bibliography needed updating.
<table>
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<th>Role</th>
<th>Approved</th>
<th>Disapproved</th>
<th>Date</th>
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<tbody>
<tr>
<td>Initiator (faculty only)</td>
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<tr>
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<td></td>
<td></td>
<td></td>
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<tr>
<td>Dean/Director of School/College</td>
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<td>Department Chairperson</td>
<td></td>
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<tr>
<td>Undergraduate/Graduate Academic Board Chairperson</td>
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<td></td>
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<tr>
<td>Curriculum Committee Chairperson</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Provost or Designee</td>
<td></td>
<td></td>
<td></td>
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</tbody>
</table>
I. Date Initiated
   March 17, 2010

II. Course Information
   College/School: College of Business and Public Policy
   Department: Computer Information Systems
   Program: Bachelor of Business Administration, Management Information Systems (MIS); Bachelor of Business Administration, Global Logistics and Supply Chain Management
   Course Title: Project Management
   Course Number: CIS A410
   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: Essentials of planning, scheduling, and managing information system projects; risk assessment and risk management; and project management tools. Involves students in the development of a project plan for a community-based information system development project.
   Course Prerequisites: (CIS A310 & CIS A376) with a minimum grade of C
   Registration Restrictions: College of Business and Public Policy majors must be admitted to upper-division standing.
   Fees: Standard CBPP computer lab fee

III. Course Activities
   A. Discussions
   B. Lectures
   C. Guest speakers
   D. Mini-cases
   E. Comprehensive project plan

IV. Guidelines for Evaluation
   A. Lab assignments
   B. Quizzes
   C. Exams
   D. Final project plan

V. Course Level Justification
   Requires comprehensive integration of previous course work gained from previous CIS required courses and from core business courses.
VI. Outline

A. Project Management Overview
   1. Projects
   2. Project managers
   3. Time, cost, and product tradeoffs
   4. Project life cycles
   5. Classic project mistakes

B. Planning an Information System Project
   1. Scope definition
   2. Risk assessment
   3. Securing buy-in
   4. Work breakdown structures
   5. Estimating time and cost
   6. Resource requirement
   7. Constructing a project network
   8. Project scheduling
   9. Assessing project cost and schedule uncertainty
   10. Assembling a project team
   11. Developing a resource matrix
   12. Leveling resources schedules

C. Managing an Information System Project
   1. Managing risk
   2. Change management
   3. Crashing project schedules
   4. Identifying, analyzing, and solving problems using project management software
   5. Reporting project progress
   6. Closeout

VII. Suggested Texts


Most recent version of Microsoft Project introductory tutorials-based text.

*This textbook is a classic.
VIII. Bibliography


IX. Instructional Goals and Student Outcomes

A. Instructional Goals.

<table>
<thead>
<tr>
<th>The instructor will:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Present a broad overview of project management and the role of the project manager</td>
</tr>
<tr>
<td>2. Guide development of students’ skills in planning for and managing project costs, time, scope, and quality</td>
</tr>
<tr>
<td>3. Introduce students to the use of project management tools</td>
</tr>
</tbody>
</table>

B. Student Outcomes.

<table>
<thead>
<tr>
<th>Students will be able to:</th>
<th>Assessment Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Assess the tradeoffs between time, schedule, and feature-set</td>
<td>Exam</td>
</tr>
<tr>
<td>2. Recognize the difference between efficient and inefficient schedules</td>
<td>Exam</td>
</tr>
<tr>
<td>3. Recognize and predict schedule uncertainty</td>
<td>Lab assignment and quizzes</td>
</tr>
<tr>
<td>4. Identify classic project management mistakes and recognize their symptoms</td>
<td>Exam</td>
</tr>
<tr>
<td>5. Apply fundamentals of project management, project scheduling, and quality assurance, including: work breakdown structures, project networks, and Gantt charts</td>
<td>Lab assignments, exam, and final project plan</td>
</tr>
<tr>
<td>6. Develop a risk assessment and change management plan</td>
<td>Final project plan</td>
</tr>
<tr>
<td></td>
<td>Task Description</td>
</tr>
<tr>
<td>---</td>
<td>----------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>7.</td>
<td>Select and plan a project lifecycle</td>
</tr>
<tr>
<td>8.</td>
<td>Prepare time and cost estimations including statistical uncertainty</td>
</tr>
<tr>
<td>9.</td>
<td>Develop task and resource schedules</td>
</tr>
<tr>
<td>10.</td>
<td>Demonstrate elements of team motivation and team structure</td>
</tr>
<tr>
<td>11.</td>
<td>Develop a detailed schedule for project activities and deliverables</td>
</tr>
<tr>
<td>12.</td>
<td>Adjust project schedule to accommodate problems</td>
</tr>
<tr>
<td>13.</td>
<td>Design forms for project management, control, and communication</td>
</tr>
<tr>
<td>14.</td>
<td>Prepare a detailed risk analysis of a project and develop contingency plans</td>
</tr>
<tr>
<td>15.</td>
<td>Develop measures of project success including a list of functional requirements</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>
</tr>
</thead>
<tbody>
<tr>
<td>CB CBPP</td>
<td>ADBP Division of Business Programs</td>
<td>CIS</td>
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<table>
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<th>2. Course Prefix</th>
<th>3. Course Number</th>
<th>4. Previous Course Prefix &amp; Number</th>
<th>5a. Credits/CEUs</th>
<th>5b. Contact Hours (Lecture + Lab)</th>
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<td>A489</td>
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<td>(3+0)</td>
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### 6. Complete Course Title

**Systems Design, Development and Implementation**

*Abbreviated Title for Transcript (30 characters)*

### 7. Type of Course

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

### 8. Type of Action

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

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

### 10. Grading Basis

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

### 11. Implementation Date

- [x] semester/year
- From: Fall/2010  
- To: /9999

### 12. Cross Listed

- [ ] with
- [ ] Stacked with

### 13. Impacted Courses or Programs

<table>
<thead>
<tr>
<th>Impacted Program/Course</th>
<th>Catalog Page(s)</th>
<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Bachelor of Business Administration, Management Information Systems (MIS)</td>
<td>136</td>
<td>03/05/10</td>
<td>Minnie Yen</td>
</tr>
<tr>
<td>2. Bachelor of Business Administration, Global Logistics and Supply Chain Management</td>
<td>133</td>
<td>03/05/10</td>
<td>Darren Prokop</td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Initiator Name (typed): Dennis Drinka

Initiator Signed Initials: _________  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)

Engages students in the design, development and implementation of an information system project. Students working in small teams integrate and apply MIS concepts and skills, conduct independent research, develop an implementable system for a community organization and present written and oral reports.

### 16. Course Prerequisite(s)

- [ ] (list prefix and number) (CIS A376 & CIS A410 & [CIS A365 or CIS A430 or CIS A460]) with a minimum grade of C

### 16b. Test Score(s)

- [ ] N/A

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

- [ ] N/A

### 16d. Other Restriction(s)

- [ ] College  
- [ ] Major  
- [ ] Class  
- [x] 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

The option of using CIS A445: Advancing Networks as a prerequisite has been removed because the projects have historically not included any significant network component, and it is unlikely that this will change in the future. Changed contact hours on CCG to more accurately reflect the bi-weekly meeting times for course contact.
<table>
<thead>
<tr>
<th>Role</th>
<th>Approved</th>
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<th>Date</th>
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<td>Initiator (TYPE NAME)</td>
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<tr>
<td>Department Chairperson</td>
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<tr>
<td>Curriculum Committee Chairperson</td>
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<td>Provost or Designee</td>
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<tr>
<td>Dean/Director of School/College</td>
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</tr>
<tr>
<td>Undergraduate/Graduate Academic Board Chairperson</td>
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</tbody>
</table>
COURSE CONTENT GUIDE
UNIVERSITY OF ALASKA ANCHORAGE
COLLEGE OF BUSINESS AND PUBLIC POLICY

I. Date Initiated
   March 17, 2010

II. Course Information
   College/School: College of Business and Public Policy
   Department: Computer Information Systems
   Program: Bachelor of Business Administration, Management Information Systems (MIS)
   Course Title: Systems Design, Development and Implementation
   Course Number: A489
   Credits: 3
   Contact Hours: 6 hours every other week x 8 weeks = 48 hours
                  0 lab hours
                  7 hours outside of class per week x 15 weeks = 105 hours
   Grading Basis: A - F
   Course Description: Engages students in the design, development and implementation of an information system project. Students working in small teams integrate and apply MIS concepts and skills, conduct independent research, develop an implementable system for a community organization and present written and oral reports.
   Course Prerequisites: (CIS A376 & CIS A410 & [CIS A365 or CIS A430 or CIS A460]) with a minimum grade of C
   Registration Restrictions: College of Business and Public Policy majors must be admitted to upper-division standing.
   Fees: Standard CBPP computer lab fee

III. Course Activities
   A. Team-based development project
   B. Lectures
   C. Status report meetings

IV. Guidelines for Evaluation
   A. Faculty members’ analyses of project deliverables
   B. Instructor review of project management skills of team leaders
   C. Peer reviews

V. Course Level Justification
   Requires comprehensive integration of previous course work taken within the MIS major, including managerial presentations, systems analysis, project management, database management, and programming. Requires substantial independent research and student-driven learning.
VI. Outline
A. Project Management
B. Development of System Requirements
C. Development of Quality Assurance Plan
D. System Development
E. System Testing
F. System Implementation
G. Development of User Support Materials and Training
H. Project Walkthrough and Post-Implementation Presentation

VII. Suggested Texts
N/A

VIII. Bibliography


IX. Instructional Goals and Student Outcomes

<table>
<thead>
<tr>
<th>A. Instructional Goals. The instructor will:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Guide and support project teams in their independent research, development, and testing</td>
</tr>
<tr>
<td>2. Monitor and promote project progress and quality</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>B. Student Outcomes. Students will be able to:</th>
<th>Assessment Method</th>
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<tbody>
<tr>
<td>1. Develop an implementable-quality Information System</td>
<td>Faculty members’ analyses of project deliverables</td>
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<tr>
<td>2. Conduct independent research and learning</td>
<td>Faculty members’ analyses of project deliverables</td>
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<td>3. Integrate advanced technologies</td>
<td>Faculty members’ analyses of project deliverables</td>
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<tr>
<td>4. Conduct testing and document quality assurance</td>
<td>Faculty members’ analyses of project deliverables</td>
</tr>
<tr>
<td>5. Apply project management and systems analysis concepts and techniques</td>
<td>Faculty members’ analyses of project deliverables</td>
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<td>6. Work effectively as a project team member</td>
<td>Instructor review of project management skills of team leaders and peer reviews</td>
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<tr>
<td>1a. School or College</td>
<td>1b. Division</td>
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<td>----------------------</td>
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<td>CB CBPP</td>
<td>ADBP Division of Business Programs</td>
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<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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<th>6. Complete Course Title</th>
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<tr>
<td>Economics Internship</td>
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<th>7. Type of Course</th>
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<td>Academic</td>
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<tr>
<th>8. Type of Action:</th>
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<td>☑ Add</td>
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If a change, mark appropriate boxes:
- Prefix
- Credits
- Title
- Grading Basis
- Course Description
- Test Score Prerequisites
- Co-requisites
- Registration Restrictions
- Repeat Status
- Cross-Listed/Stacked
- Course Prerequisites
- Other Restrictions
- College
- Major
- Other Update CCG, CAR, and as part of CBPP 5-Year Review (please specify)

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<tr>
<th>9. Repeat Status</th>
<th># of Repeats</th>
<th>Max Credits</th>
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<td>Yes</td>
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<td>6</td>
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<th>10. Grading Basis</th>
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<tr>
<td>A-F</td>
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<td>☑ P/NP</td>
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<td>☑ NG</td>
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<th>11. Implementation Date:</th>
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<td>From: Fall/2010</td>
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<td>To: /9999</td>
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<th>12. Cross Listed with</th>
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<tr>
<td>☑ Stacked</td>
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<table>
<thead>
<tr>
<th>13a. Impacted Courses or Programs:</th>
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</thead>
<tbody>
<tr>
<td>List any programs or college requirements that require this course.</td>
</tr>
<tr>
<td>Please type into fields provided in table. If more than three entries, submit a separate table. A template is available at <a href="http://www.uaa.alaska.edu/governance">www.uaa.alaska.edu/governance</a>.</td>
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<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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<tr>
<td>Bachelor of Arts, Economics; Bachelor of Business Administration, Economics.</td>
<td>128,132,133,136,137</td>
<td>02/26/2010</td>
<td>James Murphy</td>
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<table>
<thead>
<tr>
<th>13b. Coordination Email</th>
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<td>Date: 03/05/2010</td>
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<th>13c. Coordination with Library Liaison</th>
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<th>14. General Education Requirement</th>
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<td>Mark appropriate box:</td>
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<tr>
<td>☑ Oral Communication</td>
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<td>☑ Written Communication</td>
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<tr>
<td>☑ Quantitative Skills</td>
</tr>
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<td>☑ Humanities</td>
</tr>
<tr>
<td>☑ Fine Arts</td>
</tr>
<tr>
<td>☑ Social Sciences</td>
</tr>
<tr>
<td>☑ Natural Sciences</td>
</tr>
<tr>
<td>☑ Integrative Capstone</td>
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<table>
<thead>
<tr>
<th>15. Course Description (suggested length 20 to 50 words)</th>
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<tbody>
<tr>
<td>Work experience in an approved position with supervision and training in applied economics or economic research.</td>
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<table>
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<tr>
<th>16a. Course Prerequisite(s) (list prefix and number)</th>
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<th>16b. Test Score(s)</th>
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<th>16c. Co-requisite(s) (concurrent enrollment required)</th>
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<th>16d. Other Restriction(s)</th>
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<td>☑ College</td>
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<td>☑ Major</td>
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<td>☑ Class</td>
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<td>☑ Level</td>
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<tr>
<th>16e. Registration Restriction(s) (non-codable)</th>
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<tbody>
<tr>
<td>Junior standing as an economics major and permission of ECON Faculty Internship Coordinator.</td>
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<table>
<thead>
<tr>
<th>17. Mark if course has fees Standard CBPP computer lab fee</th>
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<tbody>
<tr>
<td>N/A</td>
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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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</thead>
<tbody>
<tr>
<td>Update course description, repeat status, grading basis, contact hours, and as part of the CBPP standard Five-Year Curriculum Review Program</td>
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</table>

85
<table>
<thead>
<tr>
<th>Initiator (faculty only)</th>
<th>Date</th>
<th>Dean/Director of School/College</th>
<th>Date</th>
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<tbody>
<tr>
<td>Paul Johnson</td>
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<thead>
<tr>
<th>Department Chairperson</th>
<th>Date</th>
<th>Undergraduate/Graduate Academic</th>
<th>Date</th>
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<th>Date</th>
<th>Provost or Designee</th>
<th>Date</th>
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<table>
<thead>
<tr>
<th>Date</th>
<th>86</th>
</tr>
</thead>
</table>

| Date | 86 |
COURSE CONTENT GUIDE
UNIVERSITY OF ALASKA ANCHORAGE
COLLEGE OF BUSINESS AND PUBLIC POLICY

I. Date Initiated  February 26, 2010

II. Course Action Request Information
College/School:  College of Business and Public Policy
Department:    Economics
Program:    Bachelor of Arts, Economics; Bachelor of Business Administration, Economics.
Course Title:  Economics Internship
Course Number:  BA A454
Credits:   3
Contact Hours:  0 per week x 15 weeks = 15 hours
3 lab hours
15 hours on the job per week x 15 weeks = 225 hours
Grading Basis:  P/NP
Course Description:  Work experience in an approved position with supervision and training in applied economics or economic research.
Course Prerequisites:  N/A
Registration Restrictions:  Junior standing as an economics major and permission of ECON Faculty Internship Coordinator.
Fees:  Standard CBPP computer lab fees

III. Course Activities
A. Work experience in an approved position with supervision and training in applied economics or economic research
B. Specific activities are developed and approved by employer, faculty, student, and the Career Services Center
C. Each internship must include a Learning Agreement that includes:
   1. Learning objectives to be accomplished
   2. How objectives will be accomplished
   3. How achievement of objectives will be evaluated

IV. Guidelines for Evaluation
A. Final technical report
B. Employer evaluations:
   1. Midway evaluation
   2. Final evaluation
C. Completion of required hours on the job: Students must work 75 hours on the job for each credit hour
V. Course Level Justification
Students will acquire work experience in applied economics or economic research. They will learn to apply economic knowledge and skills by performing specific tasks such as completing research projects, gathering and compiling data, or analyzing information.

VI. Outline
A. Overview of the Internship Program
   1. Clarify student's occupational interests
   2. Meet with the ECON Faculty Internship Coordinator and a Career Services Center (CSC) representative

B. Interview Process and Selection
   1. Interview student
   2. Advise student regarding selection process

C. Training Goals and Learning Objectives
   1. Develop learning objectives with help of the CSC and Internship Coordinator
   2. Meet with CSC representative to review learning objectives for approval

D. Employment in Internship Position

VII. Suggested Texts N/A

VIII. Bibliography N/A

IX. Instructional Goals and Student Outcomes

<table>
<thead>
<tr>
<th>A. Instructional Goals. The instructor will:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Meet with and screen applicant for meeting enrollment criteria</td>
</tr>
<tr>
<td>2. Offer insight into various CSC program positions and job requirements</td>
</tr>
<tr>
<td>3. Explain the criteria for entering the internship program</td>
</tr>
<tr>
<td>4. Describe how internship courses are electives and how they apply to ECON programs</td>
</tr>
<tr>
<td>5. Describe the number of hours on the job and their relationship to the number of credit hours that can be earned</td>
</tr>
<tr>
<td>6. Coordinate with the CSC representative and employer, develop the learning objectives that include specific academic content</td>
</tr>
<tr>
<td>7. Discuss proper business attire and work ethic</td>
</tr>
<tr>
<td>8. Describe that students will be expected to track hours</td>
</tr>
<tr>
<td>9. Explain how student will be evaluated</td>
</tr>
</tbody>
</table>
10. Sign the CSC Internship Packet

11. Support the student during the internship and help the student develop attitudes and work habits pertinent to successful job performance

<table>
<thead>
<tr>
<th>B. Student Outcomes. Students will be able to:</th>
<th>Assessment Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>Perform job tasks effectively</td>
<td>Midway evaluation, final evaluation, and completion of the required hours on the job</td>
</tr>
<tr>
<td>Complete assigned tasks</td>
<td>Midway and final evaluations</td>
</tr>
<tr>
<td>Accept responsibility to work independently and cooperatively in teams</td>
<td>Midway and final evaluations</td>
</tr>
<tr>
<td>Demonstrate effective written communication skills</td>
<td>Technical report</td>
</tr>
<tr>
<td>Demonstrate good work ethic</td>
<td>Midway and final evaluations</td>
</tr>
</tbody>
</table>
## Types of Courses: 2009-2010 UAA catalog

<table>
<thead>
<tr>
<th>Title</th>
<th>Courses</th>
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<td>Advanced Internship</td>
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<td>Superintendent Internship</td>
<td>EDL A675</td>
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<td>Practica and Internships</td>
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<td>Types of Courses: 2009-2010 UAA catalog</td>
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### Types of Courses: 2009-2010 UAA catalog

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