

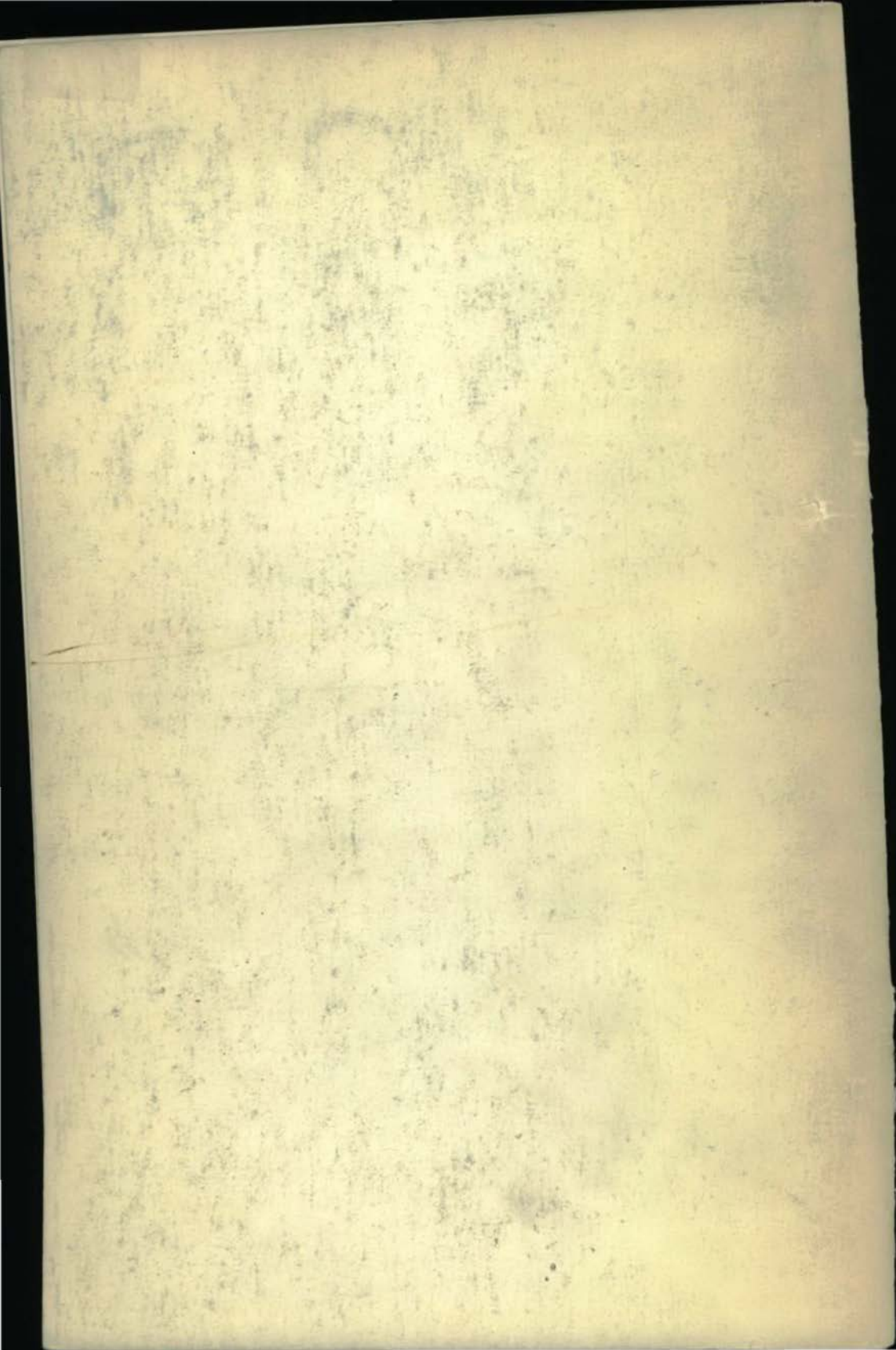


Catalog  
1970-71



Anchorage  
Community  
College





# **ANCHORAGE COMMUNITY COLLEGE**

**of the**

**UNIVERSITY OF ALASKA**

**In Cooperation with**

**The Greater Anchorage Area  
Borough School District**

2533 Providence Avenue  
Anchorage, Alaska 99504  
Phone 279-6622

**CATALOG**

**1970-1971**



# 1970-1971 Trimester Calendar

## FALL TERM (1970)

Advanced Registration for Full-time Students (12 or more credit hours)

6:00 - 9:00 p.m. .... August 24-27

General Registration

6:00 - 10:00 p.m. .... September 1-3

Instruction Begins ..... Monday, September 14

End of Late Registration ..... Friday, September 18

Thanksgiving Vacation ..... November 26-28

Last Day of Classes ..... Friday, December 18

## SPRING TERM (1971)

Advanced Registration for Full-time Students (12 or more credit hours)

3:00 - 9:00 p.m. .... December 14-17

General Registration

6:00 - 10:00 p.m. .... January 13-15

Instruction Begins ..... Monday, January 25

End of Late Registration ..... Friday, January 29

Easter Vacation ..... Friday, April 9

Last Day of Classes ..... Friday, April 30

Commencement ..... Friday, May 7

## SUMMER TERM (1971)

Advanced Registration for Full-time Students (12 or more credit hours)

3:00-9:00 p.m. .... April 26-27

General Registration

6:00 - 10:00 p.m. .... May 26-27

Instruction Begins ..... Monday, June 7

End of Late Registration ..... Friday, June 11

Independence Day ..... Monday, July 5

Last Day of Classes ..... Friday, August 27



# Introduction

The Anchorage Community College is an extension program of the University of Alaska operated in cooperation with the Greater Anchorage Area Borough School District. It is accredited as a part of the University of Alaska, offering academic courses for University credit. On behalf of the School District, it offers courses in general education, vocational-technical education, and continuing education for adults in the Greater Anchorage area.

# General College Information

## A DEVELOPING CONCEPT

Because a community (junior) college is engineered to function in its own geographic, economic, cultural community, the Anchorage Community College was organized as a cooperative effort between the University of Alaska and the then Anchorage Independent School District in January, 1954.

The basic purpose of the Anchorage Community College is to provide educational opportunities to people—all people. Courses and programs offered in the Community College are based upon requirements of individuals and the needs of the community, including local business and industry. Since the Anchorage Community College is people-oriented, it operates both day and night, all year, and generally where the need occurs.

The College's purposes are expressed in terms of people and educational objectives and therefore serve:

1. The people who expect to transfer to a senior college or university
2. The people who will achieve their immediate educational goal within a two-year curriculum
3. The people who desire specific training or retraining for a single function or trade
4. The people of the community who wish to continue to broaden their educational background for personal reasons.
5. The people who desire educational counseling
6. The people who wish to actively involve themselves in creative and cultural affairs which frequently have wide community participation.

People are the most dynamic and changing entities in the universe, consequently the community college must continually adapt and change to better serve them. This institutional flexibility is inherent in the community college concept. It will always be a primary purpose of the Anchorage Community College of the University of Alaska and the Greater Anchorage Area Borough School District to maintain an attitude that will allow it to find the "better way" to meet the educational needs of its patrons.

## LOCATION

Nearly all of the daytime classes are held in the Anchorage Community College facilities at 2533 Providence Avenue. The majority of the evening programs are held in these facilities; however, some classes will continue to meet in various buildings of the Greater Anchorage Area Borough School District or at the Elmendorf-Fort Richardson Unit. The location of classes will be noted in the schedule published each semester.

## ACCREDITATION

The academic offerings of the College are fully accredited by the Northwest Association of Secondary and Higher Schools through its organizational relationship as part of the University of Alaska. Under the Alaska Enabling Act for community colleges, the Anchorage Community College may teach courses normally taught by the University of Alaska. These courses meet the standards of teaching personnel and content of the University of Alaska and are under the administration and supervision of the University.

### UNIVERSITY OF ALASKA — SOUTHCENTRAL REGIONAL CENTER

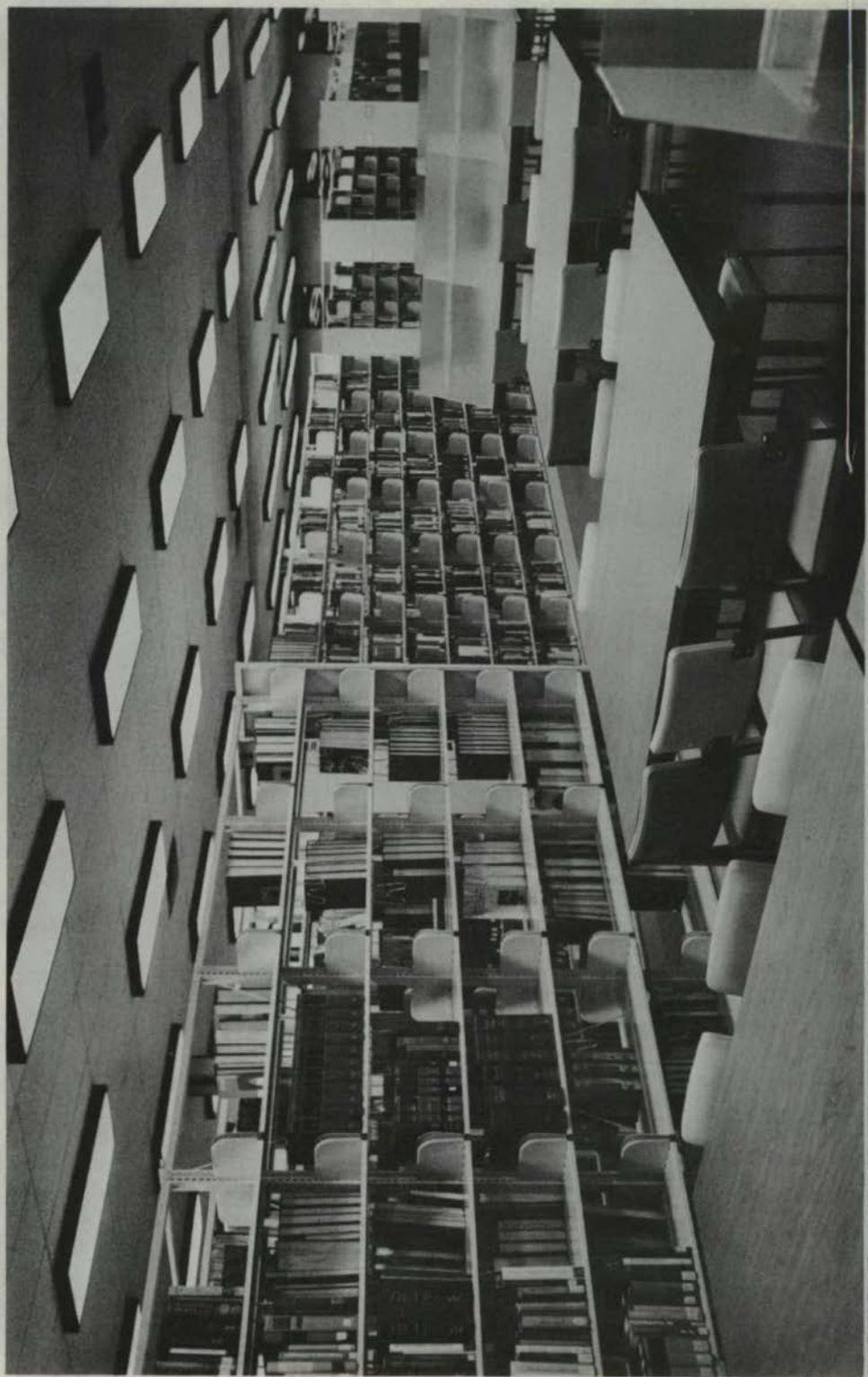
Anchorage Community College	Elmendorf - Fort Richardson Extension	Extension in Local High Schools
	Graduate	Graduate
	Senior	Senior
	Junior	Junior
Sophomore	Sophomore	
Freshman	Freshman	
Vocational		
High School		

By action of the Board of Regents, the Anchorage Regional Center, established on July 1, 1966, was expanded and re-designated as the Southcentral Regional Center on July 1, 1968.





*Evening Classes*



Library.

The Southcentral Regional Center, administered by the Office of the Provost, has responsibility for supervising and coordinating all University of Alaska educational programs in the area bounded roughly by Talkeetna and Glennallen on the north, Yakutat on the east, Dillingham on the west, and Adak to the southwest. In seeking to fulfill the University's responsibility for meeting public higher educational needs in the most populous area of the state, the Southcentral Regional Center operates several related programs.

Four community colleges, established cooperatively with local school districts under specific statutory authority, are a part of the Center.

The Kenai Peninsula Community College and the Matanuska-Susitna Community College (Palmer), both activated within the past decade, offer limited lower division academic courses each semester under University authorization and a number of vocational-technical and interest courses under school district sponsorship. The Kodiak Borough Community College, activated in 1968, has started out with a number of credit courses and has the potential for an extensive vocational and technical program using facilities of the State Kodiak-Aleutian Vocational School. In all three of these Community Colleges, classes are held in school district or rented facilities usually on a late afternoon or evening basis.

The Anchorage Community College offers an extensive program of lower division academic programs, including associate degrees, all carrying resident University credit. A broad range of vocational-technical and interest courses are offered under school district sponsorship. Extensive counseling and testing services are provided.

Each Community College operates under the direct supervision of a Director, either full-time or part-time, who is responsible to the Office of the Provost. In Anchorage, a cadre of full-time instructors supplemented by qualified part-time lecturers serves the instructional needs while as yet other locations have only part-time instructors. Some upper division courses under the framework of the Regional Center are placed at the various community college locations on a demand basis.

Since 1949, the University has provided evening academic offerings at the Anchorage area military bases. Through the Elmen-dorf-Fort Richardson Unit, operated under the direction of the



Regional Center, the offerings encompass lower division and upper division courses, including programs leading toward a bachelor's degree:

- Business Administration
- Economics
- Education
- English
- History
- Psychology

The program serves military personnel, their dependents, and the civilian community. Classes may be taken either at Anchorage Community College or On-base.

The Southcentral Regional Center also has responsibility for credit course offerings at other military installations, including Wildwood Station, Shemya Air Force Station, Kodiak Naval Station, and Adak Naval Station. Upper division and some graduate level courses, particularly for teachers, are extended to various locations usually utilizing the Anchorage area staff.

A teacher-education program in the Anchorage area includes provision for cadet teaching and completion of a bachelor's degree, as well as meeting certification requirements. Graduate level courses are offered, along with applicable upper division credits, which enable persons to complete the Master's Degree program in education through the Anchorage facilities. Courses are placed at the Elmendorf-Fort Richardson Unit or other buildings in the Anchorage area.

A complete Master's Degree in Engineering Management can be earned in Anchorage. A resident engineering professor, assisted by commuting professors from the main campus, covers the entire program.

Two additional master's level programs were established for the Anchorage area in 1968-69, and response to both has been excellent. A small resident staff, supplemented by commuting staff from the main campus and well-qualified local lecturers, offers course work, practicum, and projects for a Master's Degree in Counseling Psychology and the Master's in Business Administration. Information concerning advanced degrees is available through the specific departments involved.

Course and credit requirements for a bachelor's degree may be found in the University of Alaska catalog.

All programs under the Southcentral Regional Center are operated under a trimester arrangement. The Regional Center is building a full-time staff in each of the major disciplines to service the Anchorage area and some outlying needs. Part-time lecturers, each approved under University standards, supplement the full-time corps. All academic credit offered under the Southcentral Regional Center framework is considered resident University of Alaska credit.

The Provost's office coordinates schedules and programs in the Southcentral area to afford full utilization of staff and resources. The Provost, directly responsible to the President of the University, serves on the President's Administrative Council, the University Academic Council, and the Research and Advanced Study Council. The Provost provides liaison between the main campus and the Regional Center operation and provides for broadened public information and public involvement in all locations served by the Center.

Offices of the Southcentral Regional Center are located at 1820 West Northern Lights Boulevard, Anchorage. The telephone number is: 272-1424.

## ADMISSION REQUIREMENTS

*Full-time students* whose objective is the Associate in Arts Degree must submit an application for admission form along with the \$10 application for admission fee, take the American College Test (ACT) or the Scholarship Aptitude Test (SAT); and submit transcripts from high school and any previous college work. These transcripts should be sent to the College Registrar rather than to the student. Any person who has a high school diploma or is nineteen years of age or over may be admitted to the program. The Anchorage Community College uses the ACT or SAT for placement purposes only to insure that each student is taking a program commensurate with his abilities. Students may register for a full-time program prior to taking the test.



*Admission of Part-time Students.* Any person who has a high school diploma or is 19 years of age or older may be admitted without filing transcripts of high school or college work completed. Such students are limited to enrolling for 11 credit hours or less. They are subject to the academic regulations of the College, but are not considered degree candidates until regular admission requirements are met and transcripts are filed.

*Upper division students.* Information concerning upper division admission requirements may be obtained from the University of Alaska's offices located on Elmendorf Air Force Base and the Regional Center.

### TRANSFER CREDITS

Students may transfer academic credits from any accredited institution, providing a grade C or better was maintained for each course. Up to approximately 3/4 of the total number of credits required for an associate degree may be transferred from other accredited colleges. Transfer credits are not subject to any time limitation.

### FEES AND EXPENSES

The following fee schedule pertains to all lower and upper division courses offered through Anchorage Community College, the Southcentral Regional Center, and the Elmendorf-Fort Richardson Unit.

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Part-Time Status	Credits	Resident	Non-Resident
\$18.00/credit	1	\$ 18	\$ 18
Per semester	2	36	36
	3	54	54
	4	72	72
	5	90	90
	6	108	108
	7	110	135
	8	110	160
	9	110	185
	10	110	210
	11	110	235
Full-Time Status			
Per semester	12-18	100	250

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A student is considered to be a resident after residing within the state for one year.

All semester charges are payable each semester upon registration.

The tuition for courses not involving college credit appears on the schedule of classes each semester. These courses do not have a maximum flat rate, and all fees are payable upon registration.

Fee rates shall apply to students auditing any course in the same manner as for those taking it for credit.

### **LATE REGISTRATION FEE**

**Students registering later than the days designated for that purpose shall pay a non-refundable LATE REGISTRATION FEE of \$5 for the first week and an additional \$2 per day for every day after the first week of late registration.**

**APPLICATION FOR ADMISSION FEE** — A \$10 non-refundable application for admission fee is charged the first time a student applies on a *full-time* basis.

**CREDIT BY EXAMINATION** — A minimum charge of \$3 for credit by examination plus an additional \$1 for each credit over three will be levied. There is no limit to the number of credits earned by examination. Petitions for credit by examination must be signed by the course instructor, by the Assistant Director, and by the Dean of the College. Students must be currently enrolled at the College.

**COMMENCEMENT FEE** — A \$10 commencement fee is payable by March 1. Further information may be obtained from the Registrar.

### **SCHEDULE CHANGES**

A student may drop or add classes during the first week of any semester by completing the necessary forms in the Office of the Registrar. During the second week of the term, a student may add courses only with the written permission of the instructor involved. A student may complete withdrawal forms during the balance of the semester up to the time of, but not including, the final examination.

## REFUND POLICY

Courses are offered for a minimum of 15 students in a class, and there should be withdrawal from courses only for the most urgent reasons. Tuition will be refunded according to the following policy if withdrawal is unavoidable:

1. Complete refund of fees will be made when requested in writing by the student in the event withdrawal is made prior to the first day of the term or in the event courses registered for are cancelled.
2. Students withdrawing during the first week of classes are eligible for, and may claim in writing, refund in the amount of 90% of fees. Claims must be made in writing in the Administration Office at the time of withdrawal. The time and date on the withdrawal slip will determine the student's eligibility for refund.
3. Students withdrawing during the second week of classes are eligible for, and may claim in writing, refund in the amount of 50% of fees. Claims must be made in writing in the Administration Office at the time of withdrawal. The time and date on the withdrawal slip will determine the student's eligibility for refund.
4. Students withdrawing after the second week of classes are not entitled to any refund.

Refunds for students enrolled in vocational or technical programs will be computed on a pro-rata basis.

Withdrawal date is the date the student comes into the office and completes the "withdrawal notice." It is NOT figured from the last day that the student attends class.

# Student Services

## STUDENT RESPONSIBILITY

Anchorage Community College is located within a few miles of the city business center and is easily accessible from all districts of the Greater Anchorage Area. Due to the absence of public transportation, out-of-state students should be prepared to provide their own. They should anticipate increased expenses due to the high cost of living. Students will be expected to locate their own housing, as the College does not have a housing bureau. Also, the College does not have a job placement service at this time.

The responsibility for proper registration each semester rests entirely with the student. He is responsible for satisfying graduation requirements at Anchorage Community College and for curriculum coordination with the college to which he expects to transfer. The student is also responsible for awareness of, and compliance with, the various school procedures such as withdrawing from a class, payment of fees, and notification of intent to graduate.

## STUDENT FINANCIAL AIDS

Four types of financial aid are available at the Anchorage Community College.

1. Grants (Scholarships)
2. Loan funds
3. Part-time student employment
4. Other (Veteran's Administration, Tuition Assistance, and Law Enforcement Education Program)

The Educational Opportunity Grants Program of the Department of Health, Education, and Welfare was initiated at the Anchorage Community College in 1966. These grants are awarded on the basis of acute financial need and are renewable.

Bureau of Indian Affairs grants are processed and administered through the Assistant Director of the College. Alaska natives (Eskimos, Indians, Aleuts) apply according to routine financial aid request procedures.

These awards are based primarily on financial need. The amount of the grant is based upon information supplied on the College Scholarship Service Parent's Confidential Statement form. Entering students seeking financial assistance are required to submit a copy of the above (PCS) form to the College Scholarship Service,



designating the Anchorage Community College as one of the recipients. The PCS form may be obtained from the College, secondary schools or the College Scholarship Service, P. O. Box 176, Princeton, New Jersey 08540 or P. O. Box 1025, Berkeley, California 94704.

Although need is the primary basis upon which these grants are given, demonstration of academic competence, personal characteristics, and contributions to the College community are evaluated.

Recipients forfeit entire grants which are to become effective in a forthcoming semester if they earn below a 2.0 grade point average in the current semester. Grants are automatically forfeited by recipients who do not enroll during a semester in which it is in effect or who enroll for less than a full-time program of studies without special arrangement with the scholarship program coordinator.

Questions concerning application forms, specific grants, or selection procedures should be directed to the Office of Financial Aids.

The National Defense Education Act loans are available to a limited number of qualified students. Students may borrow up to \$500 maximum per semester. Total funds available to a student for his undergraduate work are limited to \$5,000. These loans are repayable nine months after a student discontinues or completes his education or finishes his military obligation or service with the Peace Corps. For those who become teachers, one-tenth of the amount borrowed is cancelled each year for five years, representing as much as 50% of the original loan. Interest rate is 3% per annum. Loans must be paid within ten years.

In addition to institutional and federal student aids, the following organizations have contributed monies for student grants and/or loans:

- Alaska State Scholarship Loan
- Alaska Oilers (Hockey Grant)
- Alpha Zeta Chapter, Epsilon Sigma Alpha Sorority
- Anchorage Women's Club
- Pedro Bay Memorial Scholarship
- Spenard Business and Professional Women's Club
- Spenard Rotary Club
- State of Alaska Patrick Murphy Memorial
- Yukon Territory Scholarship

## **ARMED SERVICE TUITION ASSISTANCE PROGRAM**

Tuition assistance for members of the Armed Services under Public Law 413 is available in certain subjects. Requests for tuition assistance and registration in the courses under this program must be initiated with the Supervisory Education Officer, Base Education Center, Elmendorf Air Force Base or Post Education Office, Fort Richardson. Members of the Armed Services not desiring tuition assistance may attend the Anchorage Community College upon payment of the necessary fees on an individual basis.

## **VETERAN EDUCATION**

Anchorage Community College is approved by the Veterans Administration for veterans desiring to attend college under the "Cold War G.I. Bill." A veteran may obtain the necessary application forms from the Registrar or from the Veterans Administration.

Under this bill, the veteran is reimbursed directly from the Veterans Administration on the basis of his dependents and eligibility. It is his responsibility to pay his tuition and textbook costs at the time of registration.

Students receiving educational benefits from the Veterans Administration should check with the Administration Office concerning policies such as academic or disciplinary dismissal, attendance requirements, and eligibility for attendance in courses or programs not following the calendar published earlier in this catalog.

## **SELECTIVE SERVICE**

The Anchorage Community College does not automatically certify enrollment to a Local Selective Service Board. If a student wishes this certification, he must notify the Administration Office each semester. The determination of the student classification is then up to the Local Board not the College. In order to retain the 2-S (Student Classification), the College is asked to certify that the student is making satisfactory progress. Satisfactory progress is defined in two ways. One is scholastic in this case meaning a 2.0 (C) average. The second is that the student is carrying sufficient credits each semester to complete his graduation requirements in the normal time. In the latter case, this means a minimum of 15



credits per semester or 30 per year, including summer school if necessary. Questions regarding general policies of Selective Service may be directed to the College; however, specific questions should be directed to the Local Board of the student.

## COUNSELING

It is the philosophy of the College to offer its students emotional as well as intellectual learning experiences that will lead to personal growth. Professional counselors assist the student in applying this philosophy to his individual situation by providing an opportunity for him to examine and discover his potentialities, traits, values, feelings, and emotions. The focus is upon enlarging and enhancing one's self-understanding. It is hoped that a more realistic and comprehensive self-understanding will permit an individual to perceive himself more accurately and deal with his needs and goals more effectively in terms of personal life, work or education. These goals may be achieved both in individual counseling and in group encounters.

The services offered by the counseling staff are closely interwoven and cover the following general areas:

1. *Personal counseling* promotes self-understanding and emotional growth by effectively dealing with problems and concerns which interfere with the attainment of personal and educational goals. Counselors are bound by the ethics of confidentiality.
2. *Vocational counseling* recognizes that the selection of a vocation is determined by a individual's inner needs, interest, desires, and aptitudes. It is hoped that by examining these factors with a counselor, along with specific test results, an individual will be able to make a realistic vocational choice.
3. *Educational counseling* encompasses the following areas:
  - a. Requirements to complete a high school diploma.
  - b. Associate degree requirements.
  - c. Aptitude testing.
  - d. Requirements for various vocational and technical programs.
  - e. Counselors are also available to answer questions beyond those covered in the catalog.



4. *Human Relations programs* will be available throughout the year. These group programs aim at helping individuals gain insight into their relationships with other people.
5. *Community services*: The College is making every effort to become more deeply involved with the community. Counseling services are available to all community members even if they are not students at the College.

There are no fees for the counseling services except minimal costs for some tests.

The Counseling Center is open at the College from 9:00 a.m. until 9:00 p.m. Monday through Thursday and 9:00 a.m. until 5:00 p.m. on Friday.

Any interested person is invited to contact the Counseling Center for an appointment at the following number: 279-6622 ext. 133.

### TESTING CENTER

In addition to the counseling tests mentioned above, the Anchorage Community College administers a number of national test programs as follows:

Admission Test for Graduate Study in Business  
American College Testing Program  
American Speech and Hearing Association  
Certified Professional Secretary Examination  
Chartered Life Underwriters Examination  
College Entrance Examination Board (SAT)  
Data Processing Management Association  
General Educational Development Tests  
Graduate Record Examination  
Law School Admission Test  
Medical College Admission Test  
Miller Analogies Test  
National Teachers Examination  
Naval ROTC  
Secondary School Admission Test

Registration materials for most of these exams are available at the College. The Center will also proctor special examinations such as for correspondence study at the request of the student or organization.

## **LIBRARY**

The Anchorage Community College feels that its library is a vital part of the total educational program. Every student, whether attending on a full-time or part-time basis, is eligible and encouraged to use the College Library.

At present, the library holdings include approximately 33,000 bound volumes, 540 reels of microfilm (including complete back files of the Anchorage Daily Times and Anchorage Daily News), 800 records, and subscriptions to 408 periodicals. There is a special collection of materials on Alaska and the Polar regions, and the library is a select depository for U.S. Government publications.

The library also has an extensive choral and orchestral music library. Instrumental and choral groups throughout the state are welcome to borrow this music for a total cost of round-trip postage. Such groups might include Community College orchestra courses, church choirs, and schools.

In the library are individual student carrels for study, conference rooms, a microfilm reading room, a typing room with typewriters available for student use, and copying facilities.

## **AFFILIATED ORGANIZATIONS**

In serving the patrons of the Community College and the community at large, the following organizations have affiliated with the Community College:

- Alaska Festival of Music
- Anchorage Civic Ballet
- Anchorage Civic Opera Association
- Anchorage Community Chorus
- The Anchorage Symphony Orchestra
- Treasures of Sight and Sound (T.O.S.S.)

Each of these outstanding organizations allows the Community College to implement its community function of contributing to and supporting the cultural activities of the area, and it also adds academic stature to many of the endeavors of the participating groups. These affiliates have enabled the Community College to help bring outstanding music, opera, drama, and other arts to Anchorage.

While presented more as a class than affiliated organization, the Anchorage Community College is also able to present the Lyric Opera Theater.



## THE ASSOCIATED STUDENTS OF ANCHORAGE COMMUNITY COLLEGE

The student government was formed to act as vehicle for the expression of student opinion, to coordinate student activities, and to promote an environment conducive to learning. The Articles of Organization has provided the constitutional basis for student government since its inception during the winter semester of 1970. A new constitution will be available for presentation to the students by the fall term 1970. The student government feels that since students are an integral part of the educational system, they should be involved in the decision making process of this system for the purpose of influencing college curricula, teaching methods, grading systems, and student-faculty-administration relationships.

### GRADING SYSTEM

Only letter grades appear on the student's record and transcript. Attention is called to the following analysis:

A—An honor grade; indicates originality and independent work, a thorough mastery of the subject, and the satisfactory completion of more work than is regularly required.

B—Indicates outstanding ability and performance definitely above the average.

C—Indicates satisfactory and average response to assignments.

D—The lowest passing grade; indicates work of poor quality and does not entitle the student to the recommendation of the University.

F—Indicates failure.

I—Given only in cases where additional work is necessary for the satisfactory completion of the courses; not given unless the work already performed is grade C or better; may be given for unavoidable absence. The grade for work that is incomplete (I) becomes a failure (F) if the work is not completed by the end of the sixth week of the next semester.

W—W is given when a student withdraws from a course prior to the final examination.

AU—Courses may be audited by permission of the instructor. Persons auditing a class are not responsible for work assignments or tests, and they do not receive credit for the course. Fees are the same as for those courses being taken for credit.



## **GRADE POINTS**

For the computation of grade points, each credit is multiplied by a grade factor: grade A by 4, grade B by 3, grade C by 2, grade D by 1, and grade F by 0. The record and transcript of the student show all grades received, together with all ruling on special petitions or authorized substitutions.

## **TRANSCRIPTS**

Requests for transcripts of classes taken at Anchorage Community College must be made at the Administration Office. One certified transcript is issued free. A charge of \$1 will be made for each additional transcript.

## **HIGH SCHOOL DIPLOMA**

The Anchorage Community College high school diploma program is presently undergoing modification.

Adults who have not completed their high school education and wish to earn a diploma may do so by passing the General Educational Development tests. The State of Alaska diploma is recognized as the equivalent of a four-year high school diploma; and it is acknowledged by business, industry, civil service commissions, the military, licensing bureaus, and many institutions including the Community College.

Individuals interested in taking the GED tests should contact the Counseling Center at 279-6622, ext. 133. The test is administered at the College on Monday, Tuesday and Wednesday evenings at 6:30.

## **ANCHORAGE COMMUNITY COLLEGE DEGREE AND NON-DEGREE PROGRAMS**

In many areas of study, it is possible to complete a planned program of academic courses leading to a degree. Courses numbered 50-99 are usually considered "terminal." They apply to a two-year degree, but in general cannot be transferred into a bachelor's degree program. Courses numbered 100 and above can be transferred to four-year degree programs.

Most two-year degree programs follow the general associate degree requirements. Listed below are the associate programs which have specific degree requirements:

- Accounting
- Behavioral Sciences
- Electronics
- Fire Science
- Materials Technology
- Office Administration
- Police Administration

*Full-time non-degree programs:* These provide vocational preparation and are listed below:

- Automotive Technology
- Dental Assistant
- Medical Laboratory Assistant
- Office Administration (secretarial)
- Practical Nursing
- Welding Technology

# General Requirements for an Associate in Arts Degree

## SCHOLASTIC REQUIREMENTS FOR GRADUATION

The regulations of the Board of Regents of the University of Alaska provide that the Associate Degree be conferred on any student who satisfactorily completes the courses outlined. With counseling and careful selection, a student will be able to select his lower division work so that it satisfies the requirements for graduation as well as transfer to a senior institution. Satisfactory completion for the purpose of receiving an Associate Degree is interpreted to mean a grade point average of 2.0 or better or a "C" average.

## SUBJECT CLASSIFICATION

Subjects and courses are classified as follows:

Humanities	Social Sciences	Natural Sciences
Art	Anthropology	Biological Sciences
English	Economics	Chemistry
Foreign Language	Geography	Geography 201
Journalism	History	Geology
Linguistics	Home Economics	Mathematics
Music	Political Science	Physics
Philosophy	Psychology	
Speech and Drama	Sociology	

## SUBJECT REQUIREMENTS FOR GRADUATION

### I. GENERAL EDUCATION REQUIREMENTS

A. <i>Specific Requirements</i>	<i>Credits</i>
1. English	6
2. American Government sequence or American History sequence	6
3. Speech	3
	<hr/>
	15



## B. General Requirements

Select three areas below. Complete six credits in each area.

18

1. Humanities
2. Social Science
3. Natural Science
4. Mathematics
5. Other (Accounting, Business Administration, Office Administration, Home Economics, Military Science, Physical Education, etc.)

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33

## II. Major Specialty

### A. Specific Requirements

20-30

Any of 1, 2, 3, 4 or 5. (No course used to meet the general education requirements may be used to meet the requirements of the major.)

### B. Electives

to total:

60

III. A total of 60 credits required for graduation.

IV. At least 15 University of Alaska credits. The graduation requirements are intended to be flexible enough so that transfer students may fulfill the usual lower division requirements. A student desiring to continue into a baccalureate degree program will be counseled to assure that the courses he takes will be acceptable to the institution of his choice.

V. To receive an Associate Degree, a student must have been enrolled during the year preceding graduation.

## COMMENCEMENT

Commencement is held the first Friday in May. Applications must be submitted by March 1. (See section on Fees and Student Responsibility)

# SPECIFIC REQUIREMENTS FOR AN ASSOCIATE IN ARTS DEGREE IN ACCOUNTING

## I. GENERAL EDUCATION REQUIREMENTS

<i>A. Specific Requirements</i>	<i>Credits</i>
1. Eng. 67—Elementary Exposition or Eng. 101—Composition and Modes of Literature Eng. 68—Elementary Exposition or Eng. 102—Composition and Modes of Literature	6
2. P.S. 101, 102—American Government, Introduction to Political Science or History 131, 132—American History	6
3. Sp 68—Elementary Public Speaking I or Sp. III—Public Speaking I	3
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## *B. General Requirements*

### Humanities:

Eng. 201, 202—Masterpieces of World Literature or Hum. 211, 212—Humanities	6
Eng. 89—Introduction to Report Writing	3

### Social Sciences:

Econ. 212, 122—Principles of Economics I, II	6
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### Mathematics:

Math 61—Business Math or Math 110—Math of Finance	3
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### Other

B.A. 331, 332—Business Law	6
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24

## II. MAJOR SPECIALTY (ACCOUNTING)

Acc. 101, 102—Principles of Accounting I, II	6
Acc. 71—Introduction to Accounting III or	3
Acc. 301—Intermediate Accounting (5 credits)	
Acc. 83—Accounting Case Studies	3
Acc. 84—Accounting for Small Cities and Municipalities	3
Acc. 85—Tax Accounting or	3
Acc. 210—Income Tax	3

Acc.	94—Internship in Accounting	3
D.P.	51—Introduction to Business	3
D.P.	52—Introduction to Data Processing	3
O.A.	63—Adding and Calculating Machines	3

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30

III. A total of 69 credits required for graduation

## SPECIFIC REQUIREMENTS FOR AN ASSOCIATE DEGREE IN BEHAVIORAL SCIENCE

### FIRST YEAR

			<i>Credits</i>
Semester I			
Eng.	101	Composition and Modes of Literature or	3
Eng.	67	Elementary Exposition	
Speech	111	Public Speaking I	3
Psych.	101	Introduction to Psychology	3
Soc.	101	Introduction to Sociology	3
O. A.	103	Elementary Typing	2
		Social Science Elective — History, Economics, or Police Administration	3
			<hr/> 17

Semester II			
Eng.	102	Composition and Modes of Literature or	3
Eng.	68	Elementary Exposition	
Soc.	102	Introduction to Sociology	3
Math	105	Intermedicate Algebra	3
Anthro.	202	Cultural Anthropology	3
		Social Science Elective — History, Economics, or Police Administration	3
			<hr/> 15



## SECOND YEAR

### Semester III

Soc. 201	Social Problems	3
Soc. 242	The Family	3
Eng. 213	Advanced Exposition	3
Soc. 215	Race Relations	3
	Humanities Elective	3
		15

### Semester IV

B.S. 251	Research Principles or	3
Soc. 271	Introductory Statistics for Behavioral Sciences	
	Soc. or P.A. Elective	3
Psych. 223	Introduction to Counseling	3
Soc. 109	Principles of Case Work	3
B.S. 201	Field Practice	3
		15

Total credits 62

## SPECIFIC REQUIREMENTS FOR AN ASSOCIATE DEGREE IN ELECTRONICS TECHNOLOGY

Any person who has a high school diploma or is 19 years of age or older may be admitted to the program.

## FIRST YEAR

*Credits*

### Semester I

ET 51	DC Circuits	4
ET 52	AC Circuits	4
ET 55	Electronic Practices I	3
ET 59	Math for Electronics	5
		16

### Semester II

ET 61	Tubes and Semiconductors	4
ET 62	Electronic Circuits I	3
ET 63	Electronic Systems I	4
ET 66	Electronic Practices II	3
Eng. 67	Elementary Exposition I	3
		17

## SECOND YEAR

### Semester III

ET 71	Electronics Circuit II	5
ET 72	Electronic Circuit III	4
ET 75	Microwave Electronics	4
ET 78	Solid State Electronics	4

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17

### Semester IV

ET 85	Navigational Ground Equipment	4
ET 86	Basic Aircraft Systems	4
ET 88	Avionics Systems	4
PS 101	American Government	3
BA 165	BA for Technicians	3

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18

Total Credits 68

## SPECIFIC REQUIREMENTS FOR AN ASSOCIATE DEGREE IN FIRE SCIENCE

### I. GENERAL EDUCATION REQUIREMENTS

#### A. *Specific Requirements*

	<i>Credits</i>
1. Eng 67, 68—Elementary Exposition I-II or Eng. 101, 102—Comp. & Modes of Literature	6
2. P.S. 101, 102—Intro. to American Government & Political Science	6
3. Sp. 68—Elementary Public Speaking I or Sp. 111—Public Speaking I	3

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15

#### B. *General Requirements*

##### Natural Science:

Chem. 103 104—Intro. to General Chemistry	8
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##### Mathematics:

Math 105—Intermediate Algebra or Math 107—College Algebra or Math 110—Mathematics of Finance	6
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##### Social Science

Pol. Sci. 211—State & Local Government	3
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Psy 53—Human Relations or	
Psy. 101—Introduction to Psychology	3
	<hr/>
	20
C. Electives	6

## II. MAJOR SPECIALTY (FIRE SCIENCE)

### A. Specific Requirements

Fire Sci. 111—Intro. to Fire Administration	3
Fire Sci. 121—Fire Suppression Systems	3
Fire Sci. 131—Construction Codes, Designs, Materials	3
Fire Sci. 211—Chemistry of Flammable Materials	3
Fire Sci. 212—Industrial, Radiation, Chem. Hazards	3
Fire Sci. 222—Hydraulics and Water Supply Systems	3

### B. Major Electives (select two)

Fire Sci. 101—Field Observation	3
Fire Sci. 201—Field Practice	3
Fire Sci. 241—Insurance Grading & Rating Schedules	3
Fire Sci. 155/PA 155—Fire Investigation	3
P.S. 251—Administrative Concepts	3

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24

III. A total of 65 credits required for graduation.

## SPECIFIC REQUIREMENTS FOR AN ASSOCIATE DEGREE IN MATERIALS TECHNOLOGY

Any person who has a high school diploma or is 19 years of age or older may be admitted. High school algebra with high school physics and chemistry recommended. State Certification in four welding processes required for graduation.

### FIRST YEAR

Semester I		Credits
M.T. 51	Technical Mathematics	3
M.T. 71	Principles of Industrial Science	4
M.T. 57	Technical Blueprints	4



Art 53	Freehand Shop Sketching	2
Sp. 111	Speech 111 or Public Speaking I	3
M.T. 75	Welding Processes	3
		<hr/>
		17

#### Semester II

M.T. 52	Technical Mathematics	3
M.T. 72	Physics for Welding	4
M.T. 73	Electronic Welding Equipment	3
English		3
Electives		3
*M.T. 81	Field Training	1
		<hr/>
		17

\*Summer field training—1 hr. credit for supervised welding work in industry.

### SECOND YEAR

#### Semester III

M.T. 88	Automatic Systems	4
M.T. 85	Materials Science	3
M.T. 82	Codes and Physical Tests	2
M.T. 89	Welding Metallurgy	4
Social Science		3
		<hr/>
		16

#### Semester IV

Social Science		3
Eng. 89	Report Writing	3
M.T. 95	Introduction to Polymers	3
M.T. 97	Non-Destructive Testing	3
M.T. 98	X-ray and Radioisotope Radiography	4
		<hr/>
		16

Total Credits 66

### SPECIFIC REQUIREMENTS FOR AN ASSOCIATE DEGREE IN POLICE ADMINISTRATION

#### I. GENERAL EDUCATION REQUIREMENTS

##### A. Specific Requirements

American Government 101, 102

Credits  
6

English	6
Speech	3
<b>B. General Requirements</b>	
Social Science:	
Psychology 101	3
Sociology 101	3
Electives in: (may be chosen from any of these fields)	
Psychology	
Sociology	
Political Science	
Anthropology	
Behavioral Science	12
Natural Science or Mathematics	6
Other Electives	6
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	33

## II. MAJOR SPECIALTY (POLICE ADMINISTRATION)

P.A. 110	Introduction to Criminal Justice	3
P.A. 251	Criminology (Prerequisite: Soc. 101)	
*P.A. 151-C	Introduction to Criminology	3
P.A. 252	Criminal Law (Substantive Law)	3
P.A. 254	Procedural Law (Criminal Procedure) (Laws of arrest, search & seizure, and criminal evidence)	3
		<hr/>
		12

### Elective Courses in Police Administration:

P.A. 150	Police Administration (Line and staff administration—theoretical and practical)
*P.A. 156-C	Patrol Procedures
*P.A. 159-C	Organization, Management, and Administration
P.A. 255	Criminal Investigation
P.A. 257	Traffic Safety
P.A. 258	Juveniles and the Law
P.A. 259	Administrative Concepts (Basic organization, management, and budgeting theory)
Soc. 210	Principles of Correction

\*These Courses Are Offered in Correspondence Study Only.

## III. A total of 65 credits required for graduation.







# Description of Courses

The courses offered are described on the following pages and are listed alphabetically by department. Prerequisites are listed with course descriptions. For each class, the number of hours per semester are the same as those of the University of Alaska and are modified to fit the 14-week semester utilized at the Anchorage Community College.

College transfer credit courses (numbered 100 and above) are listed according to department, followed by a number which indicates the college year in which the course is normally taken. This is followed by the title of the course and the number of college credits per semester course. Courses following each other in sequence will be numbered in sequence; i.e., English 101/102, and the first is generally a prerequisite for the second.

Associate degree level courses are those numbered 50-99 and may be used toward the attainment of the Associate Degree.

Non-credit courses will be numbered 0-49 and will not be allowed toward an Associate Degree or be considered transfer credit courses.

## CLASS HOURS AND SCHEDULE

The evening division courses generally meet for one hour and 45 minutes per class twice a week in the case of a three-credit course. The usual beginning times for classes are 6:30 and 8:45 p.m. Some two-credit classes meet for one, 120-minute period per week. Classes held between the hours of 8:00 a.m. and 6:00 p.m. will meet for three, 60-minute periods or two, 90-minute periods. Actual times of class meetings will accompany the schedule put out each semester.

## Accounting

### **Acc. I Bookkeeping**

### **Non-credit**

Fundamental principles of bookkeeping (opening, entry, journal, ledger, worksheet, adjustments, and statements) including accounts payable and receivable, depreciation and payroll record keeping.

**Acc. 71 Introduction to Accounting III 3 credits**

This course is designed for the accounting major and prepares the student to analyze and interpret the full product of accounting. Emphasis is devoted to current accounting principles and postulates, data processing, and contemporary financial statement practices and forms.

**Acc. 83 Accounting — Case Studies 3 credits**

Case studies of selected accounting systems and problems—small municipality, non-profit corporation, sole proprietorship, partnership, small corporation.

**Acc. 84 Accounting for Small Cities and Municipalities 3 credits**

An introductory course for the accounting student concerning the accounting principles involved with municipal and governmental accounting. Budgetary processes, fund accounting, and governmental financial statement presentation are the basic subject matter. In addition, the student is introduced to accounting processes currently in use relating to non-profit organizations such as lodges, churches, and charitable organizations.

**Acc. 85 Tax Accounting 3 credits**

An introductory course for the accounting major relating to federal and state income taxes as applied to individuals. Social security, unemployment taxes, and other miscellaneous business taxes are covered relating both to employee and employer.

**Acc. 94 Internship in Accounting 3 credits**

Placement with appropriate agency or business to familiarize the second-year student with practical experience in the field of accounting.

**Acc. 101 Elementary Accounting 3 credits**

*Prerequisite: Completion of all required remedial courses.*

An introduction course in accounting concepts and procedures for service business and for merchandising businesses owned by a single proprietor.

**Acc. 102 Elementary Accounting 3 credits**

*Prerequisite: Acc. 101*

A continuation of introductory accounting concepts and procedures emphasizing the problems of business organized as partnerships or corporations and performing manufacturing operations.



**Acc. 210 Income Tax****3 credits***Prerequisite:* Acc. 101

A study of Federal and State income taxes relating primarily to the individual citizen of Alaska with emphasis on the preparation of tax returns, tax planning, and analysis of selected tax problems.

**Acc. 252 Introduction to Cost Accounting****3 credits***Prerequisite:* Acc. 101

An introductory course in cost accounting for manufacturing operations with thorough treatment of job order cost accounting and process cost accounting.

**Acc. 301 Intermediate Accounting****5 credits***Prerequisite:* Acc. 102 or 201. *If scheduling permits, the student should take Acc. 210 and 252 before Acc. 301.*

A treatment in depth of the Balance Sheet accounts and procedures for their analysis and correction.

**Adult Basic Education****Non-credit**

Adult Basic Education provides educational opportunities for individuals with less than a high school education who wish to acquire skills which will lead to better jobs and/or training in vocational-technical programs offered by the state, private institutions, or the Anchorage Community College.

Emphasis is placed on the communication skills of reading, spelling, writing, speaking, and listening; mathematical computation and problem solving skills; and increasing an individual's knowledge of his relationship with our complex society.

Apart from classroom experiences, Adult Basic Education also offers individual study through the use of programmed materials, audio-visual studies, and special films. Individual laboratory work may be done in English, reading, spelling, and mathematics. The program entitled, "The Alaska Laboratory of Adult Basic Skills," (ALABS) is open to those adults with less than a high school education and to those who are enrolled in a college program but need remedial work.

Qualified instructors are on duty in the laboratory for individual tutoring and small group instruction.

Flexible scheduling permits a student to attend classes either during the day or in the evening.

# Aeronautics

## **Aeron. 1 Private Pilot Ground School**

**Non-credit**

Preparation for the Federal Aviation Administration private pilot examination. Includes air traffic control, principles of flight, engine operation, weather, navigation, and other related subjects. College and F.A.A. examinations given at the end of the course.

## **Aeron. 6 Aircraft Preventive Maintenance**

**Non-credit**

Keeping the light aircraft airworthy year round (skis, wheels, and floats.) A course for pilots and non-pilots wishing to know more about the functions of, and the maintenance problems arising in, light aircraft systems.

# Anthropology

## **Anth. 101 The Study of Man**

**3 credits**

Introduction to anthropology, including the physical and cultural aspects of man.

## **Anth. 202 Cultural Anthropology**

**3 credits**

Basic theories and current concepts of cultural anthropology regarding the social, political, and aesthetic life of primitive societies.

## **Anth. 203 World Ethnography**

**3 credits**

A descriptive study of peoples of the world: Europe, Asia and Africa.

## **Anth. 204 World Ethnography**

**3 credits**

A descriptive study of peoples of the world: the New World and the Pacific.

# Art

## **Art 2 Commerical Art I**

**Non-credit**

Introduction to commercial art, including layout and design, mechanical and freehand lettering methods, and techniques of production and reproduction.

## **Art 3 Advanced Commercial Art**

**Non-credit**

Advanced course in commercial art. Will include silk screen.



**Art 5 Lapidary****Non-credit**

A brief introduction into the study of gem stones with laboratory work in the actual cutting and polishing of stones for jewelry purposes.

**Art 6 Arts - Crafts****Non-credit**

Demonstration of techniques and experience in practical application for all level students in the following activities: ceramics and pottery, printmaking, lost wax technique of jewelry making, copper enameling, Batik, weaving, wood and wire construction.

**Art 10 Batik****Non-credit**

An Indonesian method of hand-printing textiles by coating with wax the parts not to be dyed. All forms of materials from silk to modern fabrics will be used.

**Art 101 Beginning Ceramics****3 credits****Art 102 Beginning Ceramics****3 credits**

Introduction to the making and firing of clay objects. Study of clay, methods of forming decorations, glazing, and firing.

**Art 105 Freehand Drawing****2 credits****Art 106 Freehand Drawing****2 credits**

Pictorial design, life drawing, landscape drawing, using varied techniques and media.

**Art 161 Design and Color Theory****2 credits****Art 162 Design and Color Theory****2 credits**

Creative designing and rendering. Emphasis on mass-space relationships and composition, value transitions and hues, colorwheel, color, and intensity movements.

**Art 204 New Art Media and Techniques for the Teacher****3 credits**

Techniques of combining art with any subject matter to enhance and enrich these courses. Studio course combined with art history.

**Art 205 Life Drawing and Composition****2 credits****Art 206 Life Drawing and Composition****2 credits**

*Prerequisite: Art 106 or permission of the instructor.*

Problems in drawing from life, exploring possibilities in pictorial design and composition, still life, anatomy, and perspective.



**Art 207 Beginning Printmaking 2 credits**

**Art 208 Beginning Printmaking 2 credits**

*Prerequisite: Art 106 or permission of the instructor.*

Various intaglio and relief printing media, engraving, etching, woodcut, and other graphic media.

**Art 211 Beginning Sculpture 3 credits**

**Art 212 Beginning Sculpture 3 credits**

Original, creative studies in clay, wood, and stone sculpture. Emphasis on mastery of techniques and material processes.

**Art 213 Beginning Oil Painting 3 credits**

**Art 214 Beginning Oil Painting 3 credits**

*Prerequisite: Art 106, 162, or permission of the instructor.*

Basic investigation of materials and their use in expressing the students' ideas.

**Art 261 History of World Art 3 credits**

**Art 262 History of World Art 3 credits**

*Prerequisite: Sophomore standing. Term paper required each semester.*

Origins of art and its progressive development from the beginning to contemporary art; emphasis on change and progress.

## Automotive Technology

*Classes start in September, December and June.*

**Auto. 18 Automatic Transmission Non-credit**

This course is primarily designed to allow a mechanic to specialize in the field of automatic transmission, overhaul, and service. Enrollment is limited to persons with prior mechanical experience and is subject to approval of the instructor.

This course will cover all of the late model automatic transmissions built by the major manufacturers, and everything from trouble shooting to major overhaul of each model.

**Auto 20 Basic Automotive Technology Non-credit**

This 24-week program is designed to teach basic mechanical skills as applied to the automobile. It is also the first step toward a full

mechanical education when followed up with Intermediate and Advanced Automotive Technology. Full-time Monday through Friday 9:00 a.m. to 3:00 p.m.

**Auto 21 Intermediate Automotive Technology** **Non-credit**

This mechanical course requires more advanced skill training than Basic Automotive Technology, and the prospective student should have had a certain amount of mechanical experience, high school automotive or Basic Automotive Technology. Full-time Monday through Friday, 9:00 a.m. to 3:30 p.m.

**Auto 22 Advanced Automotive Technology** **Non-credit**

A highly advanced course designed to allow graduates to enter the mechanical profession at the highly advanced apprentice or beginning Journeyman level. Potential applicants must have had considerable previous experience or successfully completed Basic and Intermediate Automotive Technology.

## **Behavioral Science**

**B.S. 101 Field Observation** **3 credits**

Observation experience within a series of three agencies in which an awareness of intake procedures, services provided, and follow-up will be discussed.

**B.S. 102 Introduction to Behavioral Science** **3 credits**

The science of man as a social animal, his social process, experience perception, and behavior with added emphasis upon motivation, learning, sensation, and personality in an attempt to construct an interaction framework in understanding and predicting human behavior.

**B.S. 201 Field Practice** **3 credits**

Practical experience within an agency, under the guidance of field supervisors, collecting and interpreting client information. Ways relating to clients in a therapeutic manner will be developed in the training experience.

**B.S. 251 Research Principles** **3 credits**

Basic principles of scientific methods, its application to Behavioral and Social Science statistics. The implication of systematic assessments, experimentation and survey methods for empirical conclusions concerning social and behavioral functions and causes.

# Biology

## **Biol. 101 Biology and Man**

**3 credits**

A survey of biology problems as applied to the principles of man. A course designed primarily for nonscience majors. Selected laboratory and field exercises.

## **Biol. 105 Fundamentals of Biology**

**4 credits**

An introductory course open to students in all curricula. Basic principles of living systems: chemical and structural bases; major metabolic mechanisms; reproduction and development; genetics; evolution, and diversity; environmental relationships; and mechanisms for stability of cells, organisms, and populations.

## **Biol. 106 Fundamentals of Biology**

**4 credits**

*Prerequisite:* Biol. 105 or permission of the instructor.

Plant and animal kingdoms; structure and function of vertebrates and vascular plants.

## **Biol. 201 Elements of Vertebrate Anatomy**

**3 credits**

*Prerequisites:* Biol. 105, Chem. 101 or 104.

Anatomy and history of the vertebrate body with emphasis on human and other mammals.

## **Biol. 203 Invertebrate Zoology**

**4 credits**

*Prerequisites:* Biol. 105 with grade of B or better, or Biol. 105 and sophomore standing.

Structure, function, classification, evolution, and life histories of invertebrate animals. Several all day field trips.

# Business Administration

## **B.A. 16 Financial Investments**

**Non-credit**

A general course on investments including stocks and bonds, insurance, mutual funds, and other investments.

## **B.A. 166 Business Administration for Technicians**

**3 credits**

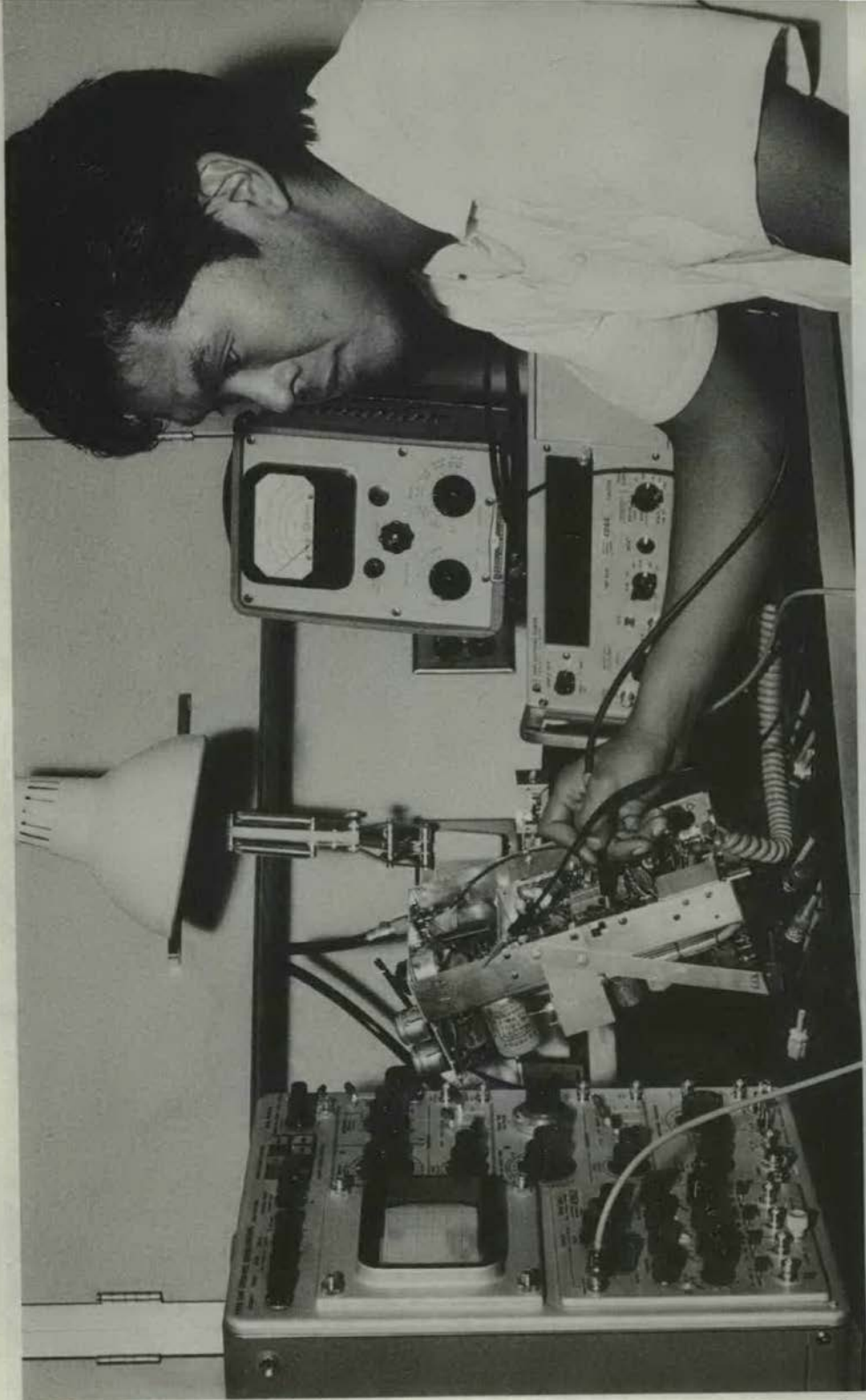
*Prerequisites:* Associate degree or freshman standing except that credit may not be counted toward the four-year degree in business and economics.

A survey of core areas of business administration with particular emphasis upon organization and operation of small and middle-





*Biology*



scale businesses. Business law, personal finance, manufacturing, marketing, and finance at the introductory level. An introduction to business enterprise for non-business majors.

**B.A. 223 Real Estate Law** **3 credits**

A practical course surveying the various kinds of deeds and conveyances, mortgages, liens, rentals, appraisals, and other transactions in the field of real estate and the law.

**B.A. 293 Introduction to Data Processing—S.T.** **3 credits**

Introduction to Data Processing. Related management consideration.

**B.A. 294 Computer Programming Languages—S.T.** **3 credits**

*Prerequisite:* B.A. 293.

This course is designed to introduce the student to the various types of computer languages in common use.

**B.A. 331 Business Law I** **3 credits**

Survey of the legal aspects of business problems; basic principles, institutions, and administration of law. Contracts, agency, employment, negotiable instruments, personal property sales.

**B.A. 332 Business Law II** **3 credits**

Survey of the legal aspects of business problems; basic principles, institutions, and administration of law. Insurance, suretyship, partnerships, corporations, real property, trusts, wills, bankruptcy, torts, and business crimes.

## Chemistry

**Chem. 101 General Chemistry** **4 credits**

General chemistry and introductory qualitative analysis. General principles, chemistry of the non-metals.

**Chem. 102 General Chemistry: Introductory Qualitative Analysis** **4 credits**

Chemistry of the metals and qualitative analysis.

**Chem. 103 Introductory Chemico-Physical Science** **4 credits**

**Chem. 104 Introductory Chemico-Physical Science** **4 credits**

Descriptive course in chemico-physical science.



## Civil Engineering

### **C.E. 1 Surveyor Refresher**

**Non-credit**

Designed to prepare qualified personnel for the State Surveying Examination covering problems and procedures in the surveying field.

### **C.E. 112 Elementary Surveying**

**3 credits**

Use of transit, level and plane table, traverses, stadia, circular curves, elementary theory of measurement.

### **C.E. 116 Mapping**

**3 credits**

Maps and scales, projections. U. S. Public Land System, aerial photos with special applications to forestry and wildlife management. Plane tables, compasses, stadia, levels, transits, traverses. Intended primarily for students in wildlife management.

## Data Processing

### **D.P. 51 Introduction to Business**

**3 credits**

Business organization, nature of major business functions such as management, finance, accounting, marketing, personnel administration. Opportunities and requirements for professional business careers.

### **D.P. 72 Introduction to Electronic Data Processing**

**3 credits**

Designed for the business oriented student. This course covers business type applications and related management considerations via manual, punch card, and electronic data processing techniques — the evolution of computers. Components of computers, computer software, integrated data processing, computer language, computer media, computer programming considerations, computer justification, computer management techniques, and computer management problems.

## Dental Assistant

**Non-credit**

The aim of the curriculum is to give training in the basic principles underlying the many duties of a dental assistant. This involves training in three basic areas: at the dental chair; in the laboratory; and at the reception desk.

Subjects covered through the course of this program are: history of dentistry, codes of ethics, chairside duties (sterilization and use of instruments, mixing of dental materials), taking and processing x-rays, general office duties (appointments, collection, bookkeeping, record keeping procedures, etc.), and laboratory assignments and procedures.

Included in the course are approximately two months of job experience on the military bases, at the public health hospital, and in the local dental offices.

The applicant must have a high school diploma or equivalent certificate and be between 18 and 45 years old. Typing is necessary. The dental assistant should possess such personal traits as dependability, poise, self-control, and a pleasant personality. Applicants must arrange for a personal interview with the dental assisting office at Anchorage Community College.

The program is nine months in length on a full-time basis Monday through Friday from 9:00 a.m. to 4:00 p.m. \*There is a tuition fee, and students are required to buy their own books and uniforms.

\* Classes start in September.

## Economics

### **Econ. 121 Principles of Economics I 3 credits**

Introduction to economics; analysis and theory of national income; money and banking; public finance and taxation; economic systems.

### **Econ. 122 Principles of Economics II 3 credits**

Theory of prices and markets; income distribution; contemporary problems of labor, agriculture, public utilities, international economic relations.

### **Econ. 221 Interpretation of Economic and Business Data 3 credits**

*Prerequisite: Math. 106 or Math 122.*

Problems in economics and business translated into statistical terms. Organizing of data; identifying of populations and their parameters; sample selection and use of sample data; linear correlations; time series analysis; index numbers.

### **Econ. 232 Economic History of the United States 3 credits**

History of the U. S. economy with special emphasis on the process of economic growth.



# Electronics Technology

*Classes start in September, January and June.*

## **E.T. 51 DC Circuits**

**4 credits**

The first course in electricity for electronics technicians. Basic physics, electrical terms and units, meters and their use, resistance, Ohms' law, simple circuits, magnetic fundamentals, batteries, Kirchhoff's laws, DC circuit analysis, inductance, capacitance.

## **E.T. 52 AC Circuits**

**4 credits**

Principles of alternating current, vectors, phase relationships, inductive and capacitive reactance and impedance, AC circuit analysis, series and parallel resonant circuits, transformers, Thevenin's equivalent circuit.

## **E.T. 55 Electronics Practice**

**3 credits**

Electronic drawings, soldering, electrical connections, use of hand tools, preparation for license examinations, layout and assembly of audio-frequency equipment, operation transmitters and receivers, troubleshooting, practical aspects of electronics.

## **E.T. 59 Mathematics for Electronics**

**5 credits**

*Prerequisite: High school mathematics.*

Review of arithmetic. Selected topics in algebra, trigonometry, slide-rule computation, graphs, analytical geometry, waveform analysis, decibel calculations, applications to electronics.

## **E.T. 61 Tubes and Semiconductors**

**4 credits**

*Prerequisite: E.T. 51, 52, 59.*

Vacuum tubes, semiconductors; transistors. Fundamentals, construction, characteristics, parameters, specifications.

## **E.T. 62 Electronic Circuits I**

**3 credits**

*Prerequisite: E.T. 51, 52, 59.*

Power supplies, basic amplifiers, loud speakers, microphones and pickups, basic oscillators.

## **E.T. 63 Electronic Systems I**

**4 credits**

*Prerequisite: E.T. 51, 52, 59.*

The radio transmitter, transmission, reception, and detection of radio waves, antennas and transmission lines; the radio receiver; special receiver circuits; frequency modulated transmitters and receiver; transistor applications; single side-band and communications.



**E.T. 66 Electronic Practice II****3 credits***Prerequisites* E.T. 55.

Layout and assembly of radio-frequency equipment, practical aspects of electronics, alignment and repair procedures, practical experience in electronics, use of test equipment, preparation for license examinations.

**E.T. 71 Electronic Circuits II****5 credits****E.T. 72 Electronic Circuits III****4 credits****E.T. 75 Microwave Electronics****4 credits***Prerequisite:* E.T. 61, 62, 63.

Nonsinusoidal waveshapes, multivibrators, blocking and shock-excited oscillators, wave-shaping circuits, limiters, clammers, counters, sweep-generator circuits, special power supplies, systems, transistor applications, television transmitters, and receivers. Microwaves: microwave oscillators, transmitters, duplexers, antennas; amplifiers, mixers, receivers, multiplexing.

**E.T. 78 Solid State Electronics****4 credits***Prerequisite:* E.T. 61, 62, 63.

Basic solid state theory and application including laboratory work in the following areas: methods of circuit analysis, circuit aspects of field effects transistors, integrated circuits, and silicon controlled rectifiers.

**E.T. 81 Telemetry****3 credits***Prerequisites:* E.T. 71, 72, 75, 78.

Telemetry techniques including signal conditioning, frequency division telemetry, data sampling, pulse amplitude modulation, pulse duration modulation, pulse code modulated telemetry, subcarrier discriminators. PAM/PDM decommutation, and real time monitoring.

**E.T. 84 Digital Computer Theory and Application****5 credits***Prerequisites:* E.T. 72, 75, 78.

Theory, organization, functioning and maintenance of large digital computer systems.

**E.T. 85 Navigational Ground Equipment****4 credits***Prerequisites:* E.T. 72, 75, and 78.

Analysis of ground navigational aids such as ILS, GCA, Tacan, radar and telemetry. Theory, application, and circuitry of transmitters, receivers and antennas.

**E.T. 86 Basic Aircraft Systems II****4 credits**

*Prerequisites:* E.T. 72, 75 and 78.

Theory, organization, function, and maintenance of large aircraft electrical systems; DC, AC, Power Control and distribution. Control systems: fire detection, de-icing, brakes, and warning systems.

**E.T. 88 Avionics Systems III****4 credits**

*Prerequisites:* E.T. 72, 75, and 78.

Theory, organization, function, and maintenance of aircraft navigational systems: ADF, VOR, DME, Weather and Doppler Radar, autopilot, and flight director systems. Communications systems: LF, HF, VHF, UHF equipment.

## Engineering Science

**E.S. 1 Engineer Refresher (EIT)****Non-credit**

The purpose of this course is to enable engineers to pass the State Engineer-in-Training (Fundamental) Examination. Will cover thermodynamics, physics, chemistry, mathematics (calculus), electricity, statics, dynamics, strength of materials, kinematics, and hydraulics; 8-10 hours work on assignments weekly.

**E.S. 2 Engineer Refresher (PE)****Non-credit**

All elements of Civil Engineering will be reviewed, including structures, hydraulics, soil mechanics, sanitation, highways, materials, economics, and ethics.

**E.S. 6 Introductory Drafting****Non-credit**

A beginning drafting course for production work. Includes comprehensive study of layout, measurement, and lettering.

**E.S. 15 Custom Furniture Making****Non-credit**

A course designed for individuals wishing to become familiar with basic furniture and cabinet design and construction. How to select and make wood working joints, identification of woods, and the proper use of hand and machine tools. Also an introduction to wood finishing, upholstery, and furniture repair.

**E.S. 101 Graphics****2 credits**

Orthographic projection, pictorial drawing, sketching, lettering, geometric construction. Charts, graphs and diagrams.

**E.S. 102 Graphics****2 credits**

Descriptive geometry; graphic solution of three dimensional problems.

**E.S. 111 Engineering Science****3 credits**

*Prerequisite: Credit or registration in Math. 106.*

Engineering problem solving with emphasis on the statics, kinematics, and dynamics of engineering systems. Conservation laws, fluid mechanics, and heat.

**E.S. 207 Measurements****3 credits**

*Prerequisite: E.S. 111.*

Theory of measurement, precision, dispersion, distribution of error; with practice problems taken from various fields of engineering.

## English

**Eng. 1 Elementary English****Non-credit**

For students inadequately prepared for Eng. 101. Intensive practice in written and oral comprehension. Frequent writing assignments.

**Eng. 2 Speed Reading****Non-credit**

Acquisition of techniques to increase the students reading rate and comprehension. Recommended for all serious college and college bound students.

**Eng. 21 Functional English****Non-credit**

A practical study of the English language on a basic level with techniques and subject matter offering a more individual approach and variety of skills.

**Eng. 61 Analytical Reading****2 credits**

Group and individual instruction in techniques for improving reading rate and comprehension. Development of advanced assimilative reading and skills and expansion of vocabulary. Practice in critical reading skills demanded by college courses. Attention focused on study habits and library skills.

**Eng. 67 Elementary Exposition****3 credits****Eng. 68 Elementary Exposition****3 credits**

Training in oral and written communication.



**Eng. 89 Introduction to Report Writing 3 credits**

Problems of general communication; communicating technical work results; types and functions of technical reports. Basic technical report preparation including organizing and selecting data, determining scope and sequence or organization of report and report style and format.

**Eng. 101 Composition and Modes of Literature 3 credits**

**Eng. 102 Composition and Modes of Literature 3 credits**

Intensive instruction in orderly thought, clear expression, and analysis of creative literature.

**Eng. 201 Masterpieces of World Literature 3 credits**

**Eng. 202 Masterpieces of World Literature 3 credits**

*Prerequisites:* Eng. 101, 102.

Masterworks of literature, studies to acquire a broad background, and develop standards of literary judgment.

**Eng. 213 Advanced Exposition 3 credits**

*Prerequisite:* Eng. 102.

Clarity and vigor in written communication of facts and ideas. Principles of style and methods of exposition. Students write for individual weekly conferences.

## Fire Science

**Fire Sci. 111 Introduction to Fire Administration 3 credits**

An analysis of the organization and function of the fire service, including Federal, State, local, and private agencies; principles of organization and management as applied to fire agencies; techniques for planning, directing, and controlling to meet community needs; basic organization and resource needs for the successful performance of the protection, prevention, and suppression functions.

**Fire Sci. 121 Fire Suppression Systems 3 credits**

A study of sprinkler systems, standpipe system, automatic alarm systems and fixed extinguishing systems. The installation, operation, advantages, disadvantages, regulations, watersupply requirements, testing, inspection, and maintenance of fixed systems.

**Fire Sci. 131 Construction Codes, Designs, Materials 3 credits**

Blueprint reading, sketching, and interpretation of standard symbols and drawings used in building plans. A study of building and fire codes applicable to fire prevention, and principles and practices used in various types of building construction. Fire resistance tests, standards, and rating of building materials.

**Fire Sci. 211 Chemistry of Flammable Materials 3 credits**

*Prerequisite: Chem 103 or 104.*

Theories of combustion and extinguishment, including the analysis of flammable materials and the nature of extinguishing materials. The properties of matter affecting fire behavior. The application of the laws and principles of chemistry to the use, storage, and disposal of flammable solids, liquids, gases, and dusts. The hazardous properties of the major chemical groupings and the appropriate response to that hazard.

**Fire Sci. 212 Industrial, Radiation, & Chemical Hazards 3 credits**

*Prerequisite: Chem 103 or 104, FS 211.*

A study of hazardous processes in industry and the protection and precautions needed for personnel and property safety, with emphasis upon hazards that are related to heating plants, electrical systems, and storage. Special hazards encountered in the chemical and petroleum industries; the study of radiation hazards, effects or radiation on humans, exposure control, radiological instruments, and decontamination procedures.

**Fire Sci. 222 Hydraulics and Water Supply Systems 3 credits**

*Prerequisite: Math 105 or 107, or qualifying score on Math examination and permission of the instructor.*

Hydraulics theory, laws, and formula as applied to the fire service. The mechanics of the flow of liquids. Measurement of fluid flow and methods of determining quantities of water available from a distribution system. Underwriters requirements for pumps.

**Fire Sci. 101/201 Field Observation and Practice 3 credits**

*Prerequisite: Open only to students without previous full-time paid experience in the fire service.*

Field observation and experience with a fire protection agency. The procedures, strategy, tactics, and equipment for fire suppression.



**Fire Sci. 241/Bus Adm 241 Insurance Grading and Rating Schedules 3 credits**

*Prerequisite: Satisfactory score on qualifying Math examination and permission of instructor (or) Math 110.*

Insurance grading schedules, methods of analyzing fire hazards, the effects of fire hazards on insurance rates. Types of rating schedules, multiple line insurance, types of policies, selection, rate making, settlement of claims, handling of risk and self-insurance. Methods of determining rating classification.

**Fire Sci. 151 Fire Protection Law 3 credits**

A study of the law in relation to the fire protection function; statutes, ordinances, and relevant cases. Topics covered are torts, contracts, fire prevention codes, rights and liabilities of firemen when performing their duties. Arson violations and the role of the Fire Marshal and Inspector.

**Fire Sci. 155/PA 155 Fire Investigation 3 credits**

Fundamentals of investigation; crime scene search and recording; collection and preservation of physical evidence; scientific aids; modus operandi; sources of information; interviews and interrogation; follow-up and case preparation.

**Pol. Sci. 251 Administrative Concepts 3 credits**

An introduction to theory, principles, and basic practices of public administration, especially as applied to municipal agencies. Theoretical aspects of management and organizational factors such as policy-formation and decision-making and power.

## French

**French 101 Elementary French 5 credits**

**French 102 Elementary French 5 credits**

*Prerequisite for 102: French 101.*

Designed to teach students to hear, speak, read, and write French. Oral practice is emphasized.

**French 201 Intermediate French 3 credits**

**French 202 Intermediate French 3 credits**

*Prerequisite: French 102 or two years of high school French.*

A continuation of French 102. Increasing emphasis on reading ability and cultural material. Conducted in French.



# Geography

## **Geog. 101 Introductory Geography**

**3 credits**

World regions; an analysis of environment.

## **Geog. 201 Elements of Physical Geography**

**3 credits**

*Prerequisite:* Geog. 101.

Description of physical environment and introduction to techniques of geographic analysis.

# Geology

## **Geol. 101 General Geology**

**4 credits**

Introduction to physical geology: a study of the earth, its materials, and the processes that effect changes upon and within it. Laboratory training in the use of topographic maps and the recognition of common rocks and minerals.

## **Geol. 102 Historical Geology**

**4 credits**

*Prerequisite:* Geol. 101.

Summary of the history of the earth from the earliest stages to the present; sequence of geologic events and succession of life forms. Laboratory work includes the reconstruction of geologic history of various regions through the use of geologic maps and structure sections.

## **Geol. 104 Elements of Geology**

**3 credits**

A non-laboratory introduction to physical and historical geology; the earth, its origin, processes that affect it, sequence of events in its evolution and succession of life on it; appreciation of the modern landscape. *Not acceptable toward a degree in geology or fulfilling a laboratory science requirement.*

## **Geol. 213 Mineralogy**

**4 credits**

*Prerequisites:* Math. 106, 200. Chem. 101, 102.

Introduction to mineral chemistry, atomic structure, elementary crystallography, and descriptive and determinative mineralogy. Includes introduction to instrumental determinative techniques (x-ray, spectograph), simple qualitative chemical tests.

## German

**Ger. 101 Elementary German** 5 credits

**Ger. 102 Elementary German** 5 credits

*Prerequisite:* for Ger. 102, Ger. 101.

Designed to teach students to hear, speak, read, and write German.

**Ger. 201 Intermediate German** 3 credits

**Ger. 202 Intermediate German** 3 credits

*Prerequisite:* German 102 or two years of high school German.

Continuation of German 102. Increasing emphasis on reading ability and cultural material. Conducted in German.

## Graphoanalysis

**Grapho. 1 Graphoanalysis** Non-credit

A subject that deals with each stroke in writing, to disclose character and personality of the writer. It is based on the principles of Dr. M. N. Bunker, founder of International Graphoanalysis Society, Inc.

## History

**Hist. 101 Western Civilization** 3 credits

The origins and major political, economic, social, and intellectual developments of western civilization to 1500.

**Hist. 102 Western Civilization** 3 credits

Major political, economic, social, and intellectual developments of western civilization since 1500.

**Hist. 131 History of the U. S.** 3 credits

The discovery of America to 1865; colonial period, Revolution, formation of the Constitution, western expansion, Civil War.

**Hist. 132 History of the U. S.** 3 credits

History of the U.S. from the Reconstruction to the present.

**Hist. 225 Ancient History** 3 credits

Political, social, economic, and cultural development of the ancient Near East, Greece, and Rome.

**Hist. 261 Russian History****3 credits**

Origins of Russia. Kievan Russia. The Mongol Era and the Rise of Muscovy. Modern Russia to the twentieth century.

**Hist. 341 History of Alaska****3 credits**

The Russian background; acquisition, settlement, and development of Alaska as an American territory and the 49th state.

## Home Economics

**H.E. 1 Basic Clothing Construction****Non-credit**

Fundamental techniques such as stay-stitching, directional stitching, understitching, clean finishing, directional pressing, etc. are taught during the construction of several cotton garments. *This should be considered a prerequisite for all other clothing classes.*

**H.E. 2 Pattern Alteration****Non-credit**

*Prerequisite: Basic Clothing Construction.*

This class will emphasize pattern alteration and fitting plus improved skill in basic techniques.

**H.E. 3 Basic Tailoring****Non-credit**

Techniques taught during the construction of a coat include proper pressing and handling of wool, interfacings, linings, notched collar, slot pocket, bound buttonholes.

**H.E. 4 Dress Making Techniques****Non-credit**

*Prerequisite: Basic Clothing Construction.*

New and review with tricks and trims. Samples are to be made of the many techniques demonstrated.

**H.E. 8 Charm and Poise****Non-credit**

Special interest course to women of all ages. This is a self-improvement course offering training in every phase: visual poise, diets, nutrition, personal care, nail, skin, and hair care. It will also include make-up, wardrobe planning, accessories, conversation, etiquette in business, and social use.

**H.E. 43 Food Service****Non-credit**

Nutrition, sanitation, and food preparation.,

**H.E. 44 Food Service****Non-credit**

Management, personnel, communication, public relations, and cost control.



- H.E. 113 Clothing Construction and Selection** **3 credits**  
Fundamental sewing processes in garment construction, using modern techniques. Clothing selection and wardrobe study, and the psychological and social significance.

## Humanities

- Humanities 211 Humanities** **3 credits**  
**Humanities 212 Humanities** **3 credits**  
*Prerequisite: Eng. 101-102, History 101-102 recommended. Sophomore standing.*  
Integrated introduction to the fundamental principles of literature, music, arts, and philosophy.

## Journalism

- Journ. 1 Introductory Photography** **Non-credit**  
A study of the basic principles of photography. The course will include laboratory and classroom demonstrations. Portraiture, flash, and composition; general photography such as landscapes, scenery, people, and animals. Special projects of general class interest.
- Journ. 3 Advanced Photography** **Non-credit**  
A continuation of Journalism I.
- Journ. 201 Introduction to Journalism** **3 credits**  
*Prerequisite: Eng. 102 or admission by arrangement. Ability to type is essential.*  
Structure of news stories, various news leads and feature stories; gathering and evaluating information for simple news stories; writing stories.
- Journ. 204 Journalism Laboratory** **1 credit**  
*Prerequisite: Eng. 102 or permission of the instructor.*  
Credit arranged for students holding editorial or other positions on university publications or obtaining other similarly supervised experience in journalism practices. (May be repeated for maximum of three semesters.)

# Mathematics

## **Math. 46 General Mathematics**

**Non-credit**

A course in basic mathematics. Review of fundamental arithmetic processes. Introduction to short methods in these operations. The purpose of the course is to prepare the student to be able to solve daily mathematics problems.

## **Math. 47 High School Algebra**

**Non-credit**

First year high school algebra.

## **Math. 61 Business Mathematics**

**3 credits**

The application of the mathematical processes in the computation of practical financial problems of a business or civil enterprise.

## **Math. 105 Intermediate Algebra**

**3 credits**

Set theory, number systems, absolute value, inequalities, linear and quadratic equations, exponents and radicals, polynomials, and functions.

## **Math. 106 College Algebra and Trigonometry**

**5 credits**

Review of high school algebra, determinants, matrices, topics in the theory of equations, systems of equations, inequalities, curve sketching, probability, and application; plane trigonometry with emphasis on the analytical and periodic properties of trigonometric functions.

## **Math. 107 College Algebra**

**3 credits**

Review of high school algebra, determinants, matrices, topics in the theory of equations, systems of equations, inequalities, curve sketching, probability and applications.

## **Math. 108 Trigonometry**

**2 credits**

*Prerequisite: Math 105 or equivalent.*

Plane trigonometry with emphasis on the analytical and periodic properties of trigonometric functions.

## **Math. 109 Analytic Geometry**

**3 credits**

*Prerequisite: High school trigonometry or Math. 108.*

Rectangular coordinate system, the straight line, conic sections, transcendental curves, polar coordinates, parametric equations, and solid analytic geometry.

**Math. 110 Mathematics of Finance** **3 credits**

*Prerequisite:* Math. 105 or admission by arrangement.

Simple and compound interest, discount, annuities, amortization, sinking funds, depreciation, and capitalization.

**Math. 121 Introduction to Modern Algebra and Analysis** **4 credits**

Sets, logic groups and fields, vectors, analytic geometry, relations and functions.

**Math. 122 Introduction to Modern Algebra and Analysis** **4 credits**

Complex numbers, exponential functions, logarithmic functions, trigonometry.

**Math. 200 Calculus** **4 credits**

**Math. 201 Calculus** **4 credits**

**Math. 202 Calculus** **4 credits**

*Prerequisite:* Math. 106 or 122.

Techniques and application of differential and integral calculus, vector analysis, partial derivatives, multiple integrals, and infinite series

## Materials Technology

*Classes start in September, January, and June.*

**M.T. 11 Introduction to Welding** **Non-credit**

Characteristics of fuel gasses, flames, torches, regulators, and blue-print reading. *Shop:* Torch welding with acetylene and Mapp fuel gases. Flame cutting with acetylene, Mapp and propane in all positions. Automatic and shape cutting machines.

**M.T. 12 Arc Welding** **Non-credit**

Electrode classification, joint designs, heat effects, basic metallurgy of mild and low alloy steels. AWS EXX13, EXX15, EXX18, EXX24, EXX27, EXX28 electrodes, practice on all pre-qualified joints in all positions.

**M.T. 13 Fabrication** **Non-credit**

Standard grades, shapes of steel, weight and cost calculation, shop blueprints, and construction codes and tests. *Shop:* Techniques of fabrication of standard shapes and joints, welding to x-ray quality.



Plate qualification tests to Anchorage Community College standards.

**M.T. 14 Welding of Low Alloy Steels** **Non-credit**

Metallurgy of low alloy steel and low alloy steel electrodes. *Shop:* Welding of low alloy steels and use of low alloy steel electrodes, preheating, and related welding procedures, EXX10, EXX11.

**M.T. 21 Introduction to Pipe Welding** **Non-credit**

Pipe classification by grade, size and wall thickness, pipe joints and layout. *Shop:* Welding on strap joints in all positions to certification standards.

**M.T. 22 Advanced Pipe Welding & Cutting** **Non-credit**

Continuation of pipe layout. *Shop:* Pipe layout, freehand cutting to commercial standards, pipe welding with stick electrodes.

**M.T. 23 Pipe Joints and Tests** **Non-credit**

Welding practices, clamps and fixtures, and x-ray standards. *Shop:* Field welding on pipe in 2G and 5G positions to x-ray standards. Certification to A.P.I. standards, verticle down.

**M.T. 25 Pipe Welding** **Non-credit**

Alloy pipe classifications, preheat, low hydrogen welding techniques on pipe, vertical up, ASME tests.

**M.T. 51 Technical Mathematics** **3 credits**

Survey and application of mathematics up to calculus for conceptual use in welding.

**M.T. 52 Technical Mathematics** **3 credits**

*Prerequisite:* M.T. 51.

Continuation of survey and application of mathematics up to calculus for conceptual use in welding.

**M.T. 53 Art Freehand Shop Sketching** **3 credits**

Perspective sketching for rapid illustrations of structures and machines.

**M.T. 55 Basic Metallurgy** **1 credit**

Simple ferrous metallurgy for welders and foreman. Physical properties, crystal structures, effects of heating and cooling.

**M.T. 57 Technical Blueprints** **2 credits**

Drafting & Blueprint interpretation for welders.

**M.T. 61 CO<sup>2</sup> Dip Transfer Welding** **4 credits**

Electrical characteristics of power supplies for CO<sup>2</sup> welding. Wire feeders, inductance, drop transfer rate, arc characteristics of dip transfer mode.

**M.T. 71 Principles of Industrial Science** **4 credits**

Concepts of heat flow, electricity and radiation as applied in the welding field. Preparation for M.T. 88.

**M.T. 72 Physics for Welding** **4 credits**

Physical properties of solids and modifications encountered in welding. Preparation for M.T. 85 and M.T. 89.

**M.T. 73 Electric Welding Equipment** **3 credits**

Study of the proprietary equipment in the use in welding power sources and control systems.

**M.T. 74 Tig Welding** **5 credits**

Welding of common non-ferrous alloys by the Tig and plasma needle arc processes. Equipment, metallurgy and shielding gases.

**M.T. 75 Welding Processes** **3 credits**

A study of the approximately threescore welding processes in common use. Covers the advantages, limitations, applications, and cost factors for each.

**M.T. 76 Inert Gas Metal Arc Welding** **5 credits**

*Prerequisite:* M.T. 61

Electrical characteristics of inert gas metal arcs, gas mixtures, Pulsed arc, metallurgy of non-ferrous alloys.

**M.T. 79 Welding of Plastics** **3 credits**

Introduction to weldable plastics, producing joints by fusion, adhesives and solvents.

**M.T. 81 Field Training** **1 credit**

Responsible supervised welding work in industry in summer or between semesters.

**M.T. 82 Codes and Physical Tests** **2 credits**

Survey of engineering codes for welding, codes and destructive tests, procedure specifications and physical test.



**M.T. 83 Jointing Dissimilar Metals, Soldering, and Silver Brazing** **3 credits**

Study and practice in joining of similar and dissimilar materials by the common varieties of soldering, brazing, and braze welding materials and methods, repair welding cast iron.

**M.T. 85 Materials Science** **3 credits**

Nature and properties of crystals, metals, polymers, glasses, ceramics and intermetallics, bonds, competition of materials. *Pre-requisite for metallurgy and polymers.* Excellent for ceramics students and those interested in synthetic fabrics.

**M.T. 88 Automatic Welding Systems** **4 credits**

Principles of automatic welding with dip transfer, metal inert gas arc, tig, submerged arc and tubular wire processes, welding jigs and fixtures. Structuring of linear and rotary holding equipment and manipulators, development of automatic systems.

**M.T. 89 Welding Metallurgy** **4 credits**

Constituent diagrams, phases, crystals, discontinuities. Weldability of metals, heat control.

**M.T. 95 Introduction to Polymers** **3 credits**

The varieties of plastics, molecular chain, properties, uses, fabrication techniques.

**M.T. 97 General Non-Destructive Testing** **3 credits**

Advantages and use of dye penetrants, eddy current, magnetic flux, ultrasonics, and other diagnostic methods for quality assurance on weldments.

**M.T. 98 Radiography** **4 credits**

X-ray and radioisotope radiation, safety, films, electronic readouts, exposure techniques, interpretation of radiographic films and image amplifier, presentations.

**M.T. 99 Welding Problems** **5 credits**

Advanced work in small groups on specific welding problems involving applications research. Seminars with staff and precision laboratory techniques.



# Medical Laboratory Assistant

**Non-credit**

The program consists of theory courses taught in the medical laboratory area of the Community College and practical courses consisting of training in various hospital laboratories. The subjects covered include an orientation, hematology, urinalysis, clinical chemistry, bacteriology and parasitology, serology, and blood bank operations. Subjects covered through practical experience include those listed above and in addition: venal punctures, histology and EKG, and the Basal Metabolism Test.

Upon graduation, the laboratory assistant is qualified to perform laboratory tests under direct supervision of a doctor or technologist that will aid in the diagnosis and treatment of disease.

The prerequisites for this program are a high school diploma or equivalent, good health, and an interest in medical laboratory technology.

This program is a 12-month Vocational Technical Program taught during the day on a full-time basis. Classes start in the fall. All those interested in the program should make an appointment with the coordinator at the College prior to registration.

## Music

### **Mus. 43 Training Orchestra**

**Non-credit**

For adults who wish to gain additional proficiency and participate in orchestral productions. No public performances.

### **Mus. 101 Community Chorus**

**1 credit**

Admission by audition.

### **Mus. 123 Introduction to Music**

**3 credits**

### **Mus. 124 Introduction to Music**

**3 credits**

Cultivation of the understanding and intelligent enjoyment of music through a study of its elements, forms, and historical styles. Open to all students, including music majors.

### **Mus. 131 Basic Theory**

**3 credits**

### **Mus. 132 Basic Theory**

**3 credits**

Rhythmic, melodic, and harmonic diction; keyboard harmony, including resolution of figured bass; sight-singing and ear training; stylistic analysis of works of eighteenth and nineteenth century composers. Semesters must be taken in sequence.



*Medical Laboratory Assistants*



*Nursing Science*



<b>Mus. 151</b>	<b>Class Lessons</b>	<b>1 credit</b>
<b>Mus. 152</b>	<b>Class Lessons</b>	<b>1 credit</b>
Class instruction in voice or string instruments.		
<b>Mus. 161</b>	<b>Private Lessons</b>	<b>2 credits</b>
<i>Prerequisite: Admission by examination.</i>		
Private instruction in piano, voice, or orchestral instrument.		
<b>Mus. 203</b>	<b>Orchestra</b>	<b>1 credit</b>
Admission by audition.		
<b>Mus. 261</b>	<b>Private Lessons</b>	<b>2 credits</b>
<i>Prerequisite: Admission by examination.</i>		
Private instruction in piano, voice, or orchestral instrument.		

## Nursing Science

### **N.S. 42 Practical Nursing Program** **Non-credit**

This program is 12 months in length on a full-time basis with one class beginning in September, 1970, and another in April, 1971. Classes are held in the daytime. These will be related to the student's closely supervised clinical practice in local hospitals. An average day includes five hours of practice and two hours of class. The courses listed below are included in these 12 months of practical nursing education:

#### Theory Courses:

1. Practical Nursing Skills I, II, III	248 hours
2. Vocational Adjustments, I, II, III	68 hours
3. Diet and Health	24 hours
4. Body in Health and Disease I, II, III, IV	148 hours
5. Family Living I, II, III	60 hours

#### Practice Courses:

1. Medical-Surgical Nursing I, II, III	492 hours
2. Obstetrical Nursing	144 hours
3. Nursing of Children	144 hours
4. Psychiatric Nursing	204 hours

Practical Nursing is taught on a vocational level and is less than college grade. The graduate practical nurse is prepared to nurse patients in situations relatively free of complexity, with a minimum of on-the-spot supervision. In these situations she is under

the general direction of a qualified nurse supervisor or a physician. She is also prepared to assist the professional nurse in nursing situations which are more complex.

This course is accredited by the Alaska Board of Nursing and the National League of Nursing. Graduates are eligible to take the National examination in practical nursing. Successful candidates are privileged to practice as practical nurses within Alaska. Interstate licensure may usually be accomplished if the graduate wishes.

Preference is given to applicants who are high school graduates, although occasional exceptions may be made. The state law requires completion of the 10th grade or its equivalent. Other essential personal qualifications include good mental and physical health and an interest in and a desire to help people.

Interested persons are encouraged to write to: Coordinator, Practical Nursing Program, Anchorage Community College, 2533 Providence Avenue, Anchorage, Alaska 99504 for application forms and further information. Those desiring personal interviews should call the Community College at 279-6622 for appointments.

## Office Administration

### **O.A. 49 Key Punch**

**Non-credit**

Basic card system, card design, operation of key punch, preparation of cards.

### **O.A. 61 Clerical Skills**

**3 credits**

Instruction in various duplicating processes, filing, responsibilities, and duties of a clerical worker.

### **O.A. 63 Adding and Calculating Machines**

**3 credits**

Basic operation of adding and calculating machines.

### **O.A. 65 Machine Transcription**

**3 credits**

Transcription from various voice-writing machines with special emphasis on spelling, word choice, and grammar.

### **O.A. 66 Machine Transcription**

**3 credits**

Transcription training, with special emphasis on mailable material, efficient office routine, setting up letters.

**O.A. 99 Office Practice****6 credits**

Actual office experience. Students are required to work in selected offices on campus for ten hours each week. They also meet two class hours per week and discuss receptionist duties in an office including business ethics, telephone techniques, meeting callers, taking orders, getting along with fellow employees, subordinates, and superiors. Admission by permission of the instructor.

**O.A. 101 Shorthand****3 credits**

Beginning Gregg Shorthand for secretarial students. Theory and reading practice.

**O.A. 102 Shorthand****3 credits**

*Prerequisite:* O.A. 101.

Beginning Gregg Shorthand for secretarial students. Dictation and transcription practice.

**O.A. 103 Elementary Typewriting****2 credits**

Basic typewriting skills, techniques of copy work, introduction to letter writing, simple tabulations. For students who have had no previous typewriting.

**O.A. 105 Intermediate Typewriting****2 credits**

*Prerequisite:* One year of high school typewriting or O.A. 103.

Speed development and application of typewriting skill to special letter problems, tabulations, and office problems.

**O.A. 106 Advanced Typewriting****2 credits**

*Prerequisites:* O.A. 105 or equivalent and speed of 40 words per minute.

Letter writing with special problems, reports, business forms, statistical tabulations, and legal documents; emphasis is on speed and office standards.

**O.A. 107 Dictaphone Transcription****3 credits**

Transcription training with emphasis on mailability, speed, meeting deadlines, and working under pressure.

**O.A. 201 Intermediate Stenography****3 credits**

*Prerequisite:* O.A. 102, 106 or equivalent.

High speed shorthand dictation and transcription.



**O.A. 203 Office Machines****3 credits**

*Prerequisite: O.A. 105 or equivalent.*

Basic operation of calculating, adding, duplicating, and dictation machines.

**O.A. 208 Specialized Secretarial Skills****3 credits**

Principles, practices, and rules of filing. Training and practice in the operation of transcribing machines, responsibilities and duties of the secretary; business ethics.

**O.A. 231 Business Correspondence****3 credits**

*Prerequisite: Eng. 102, O.A. 105 or equivalent.*

Fundamentals of business writing, emphasis on clarity, accuracy, and effectiveness in the writing of business letters and reports.

**O.A. 299 Office Practice****6 credits**

Actual office experience. Students are required to work in selected offices on campus for ten hours each week. They also meet two class hours per week and discuss receptionist duties in an office including business ethics, telephone techniques, meeting callers, taking orders, getting along with fellow employees, subordinates, and superiors. Admission by permission of the instructor.

## Physical Education

**P.E. 1 Ballroom Dance****Non-credit**

Basic techniques and steps of modern ballroom dance. A class for beginners.

**P.E. 2 Advanced Ballroom Dance****Non-credit**

Advanced techniques and steps of modern ballroom dance for experienced dancers.

**P.E. 3 Recreational and Physical Education****Non-credit**

Course for adult men desiring to keep physically fit by the use of leisure time sports. The course makes available to the student basketball, volleyball, handball, gymnastics, weight lifting, and also includes physical fitness counseling by a certified instructor.

**P.E. 8 Fencing****Non-credit**

Designed to teach the individual the fundamentals of fencing. The class is co-ed and requires no previous training. Equipment

(consisting of foil, mask and practice jacket) with an approximate cost of \$25.00 will be ordered at the time of registration.

**P.E. 9 Modern Dance**

**Non-credit**

This course will emphasize the learning of dance movements and techniques. These techniques will then be used by the students to express ideas and to create short dance compositions.

## Physics

**Physics 51 Elements of Weather**

**3 credits**

Definitions of weather elements; methods of measurement; composition of the atmosphere; description of atmospheric process leading to rain, fog, snow, hail, hurricanes, tornadoes, thunderstorms; weather fronts and pressure systems and their movement; general circulation of the atmosphere and its source; wind and secondary circulation; weather forecasts—how they are made and how they can be used; weather satellites—their current and projected use.

**Physics 53 Aviation Weather**

**3 credits**

Weather as it affects aircraft operators. Types, sources, and limits of aviation weather forecasts. Canadian and U.S. weather services are included with emphasis on Alaska and Western Canada.

**Physics 103 College Physics**

**4 credits**

**Physics 104 College Physics**

**4 credits**

*Prerequisites: High school algebra and geometry.*  
Unified classical and modern physics.

**Physics 211 General Physics**

**4 credits**

**Physics 212 General Physics**

**4 credits**

Mechanical, acoustics, thermodynamics and kinetic theory, electricity and magnetism, waves and optics.

## Police Administration

**PA 110 Introduction to Criminal Justice**

**3 credits**

A study of the agencies and processes involved in the Criminal Justice system—the legislature, the police, the prosecutor, the courts, and corrections. An analysis of the role and the problems of law enforcement in a democratic society.



**PA 150 Police Administration (Replaces PA 156) 3 credits**

Principles of police administration and organization as applied to staff and line units. An analysis of their functions and activities, including record keeping, report writing, and the application of the computer. Offered in alternate years.

**PA 151-C Introduction to Criminology 3 credits**  
(Correspondence Study Only)

Study of the major areas of deviant behavior and relationship to society, law, and law enforcement.

**PA 156-C Patrol Procedures 3 credits**  
(Correspondence Study Only)

Responsibilities, techniques, and methods of police work; computer orientation.

**PA 159-C Organization, Management & Administration 3 credits**  
(Correspondence Study Only)

An integrated study of the composition and functions of organizations, principles and problems of management and supervision; the role of the administrator, including report writing.

**PA 251 Criminology 3 credits**

The study of the major areas of deviant behavior and its relationship to society, law, and law enforcement, including the theories of crime causation. Offered in alternate years.

**PA 252 Criminal Law 3 credits**

A study of the elements, purposes, and functions of the substantive criminal law with emphasis upon historical and philosophical concepts. Offered in alternate years.

**PA 254 Procedural Law (Criminal Procedure) 3 credits**

Emphasis upon the legal limitations of the police and the right of the people to be secure from the government under the protection of the Constitution and the Rules of Evidence. Offered in alternate years.

**PA 255 Criminal Investigation 3 credits**

Fundamentals of investigation; crime scene search and recording; collection and preservation of physical evidence; scientific aids; modus operandi; sources of information; interviews and interrogation; follow-up and case preparation. Offered in alternate years.



**PA 257 Traffic Safety****3 credits**

A study of traffic hazards and theoretical and practical aspects of traffic safety programs such as vehicle and highway design, regulation and control, education and enforcement. Offered in alternate years.

**PA 258 Juveniles and the Law****3 credits**

The role of agencies under the law in regard to the juvenile with special attention to the role of law enforcement. Both theoretical and practical aspects will be studied. Offered in alternate years.

**PS 259 Administrative Concepts (Replaces PA 159)****3 credits**

Exposition of basic theory, principles and practices of public administration, especially as it applies to municipal agencies. Theoretical aspects of factors such as policy-formation and decision-making in a public agency. Offered in alternate years.

## **Political Science**

**P.S. 1 Social Studies Survey****Non-credit**

An overview of the social sciences. Specifically, reference will be made to economics, history, sociology, anthropology, and social psychology.

**P.S. 101 Introduction to American Government****3 credits****P.S. 102 and Political Science****3 credits**

U.S. Constitution and its philosophy; evolution of the branches of government; political process, contemporary political issues, goals, methods, and levels of government.

**P.S. 201 Comparative Politics: The Political Process****3 credits**

Different constitutional molds in which the political process operates; the effect on political processes of modern techniques; emerging political forms.

**P.S. 202 Comparative Politics: Case Studies****3 credits**

Case studies from selected nations grouped into four classes: Western Democracies, Russian Communism, Chinese Communism, and "emerging" nations.

**P.S. 211 State and Local Government**

**3 credits**

*Prerequisite:* P.S. 101.

Organization and politics of state and local government in the United States; the Alaska Constitution; problems of statehood in Alaska.

**P.S. 251 Administrative Concepts**

**3 credits**

An introduction to theory, principles, and basic practices of public administration, especially as applied to municipal agencies. Theoretical aspects of management and organizational factors such as policy-formation and decision-making and power.

## **Psychology**

**Psy. 1 Psychology of Supervision**

**Non-credit**

Designed to provide a working understanding of simple basic psychological principles underlying the behavior of human beings. Techniques, methods, and procedures for handling the difficult psychological problems that arise in the working situation.

**Psy. 53 Human Relations**

**3 credits**

Aspects of human behavior that are of basic importance to an understanding of self and others with emphasis upon functional experiences to aid the student in acquiring and improving skills in interpersonal situations, especially employer-employee relations.

**Psy. 101 Introduction to Psychology**

**3 credits**

Fundamentals of general psychology. Human behavior; genetic, motivation, learning, sensations, preception, personality.

**Psy. 102 Introduction to Psychology**

**3 credits**

*Prerequisite:* Psy. 101.

A continuation of the fundamentals of the principal areas of general psychology.

**Psy. 201 Advanced General Psychology**

**3 credits**

*Prerequisites:* Psy. 101, 102. 201 is prerequisite for the majority of upper level psychology courses.

The theory and methods of psychology, including the scope and limitations of the science. Major emphasis in the areas of experimental, statistical, physiological, clinical, and social analysis of behavior.



**Psy. 223 Introduction to Counseling 3 credits**

Basic principles of counseling, elementary concepts of individual and group relationships. A theoretical and practical familiarity with various counseling goals, identification of symptoms, and referrals.

**Psy. 251 Child Development 3 credits**

*Prerequisite: Psy. 101 and permission of instructor.*

Mental, emotional, social, and physical development patterns from birth to adolescence; laboratory arranged for observations of children in a variety of settings, including public schools.

**Psy. 252 Psychology of Adolescence 3 credits**

*Prerequisite: Psy 101, 45 collegiate credits, and permission of instructor.*

Mental, emotional, social, and physical development patterns during the adolescent years. Laboratory arranged for observations of adolescents in a variety of settings, including public schools.

**Psy. 261 Introduction to Experimental Psychology 3 credits**

*Prerequisite: Psy. 201.*

Introduction to and laboratory application of the experimental methods to some problems of psychology using both human and animal subjects.

**Psy. 271 Introductory Statistics for Behavioral Sciences 3 credits**

*Prerequisite: Psy. 201.*

Introduction to the purpose and procedures of statistics; calculating methods for the description of groups (data reduction), and for simple inferences about groups and differences between group means.

## Russian

**Russ. 101 Elementary Russian 5 credits**

**Russ. 102 Elementary Russian 5 credits**

Development of the four skills (listening comprehension, speaking, reading, and writing) with emphasis on oral work, practice in the language laboratory, basic grammar, and vocabulary.



<b>Russ. 201</b>	<b>Intermediate Russian</b>	<b>3 credits</b>
<b>Russ. 202</b>	<b>Intermediate Russian</b>	<b>3 credits</b>

*Prerequisite:* Russ. 102 or two years of high school Russian.

Continuation of Russ. 102. Increasing emphasis on reading ability and cultural materials. Conducted in Russian.

## Sociology

### **Soc. 101 Introduction to Sociology** **3 credits**

An introduction to the science of man as a social animal, emphasizing the social processes which give rise to and shape man's language, experiences, perception, meaning, and behavior. An attempt is made to construct an interaction framework to be used in understanding and predicting human behavior.

### **Soc. 102 Introduction to Sociology** **3 credits**

*Prerequisite:* Soc. 101.

A continuation of Soc. 101.

### **Soc. 106 Social Welfare** **3 credits**

*Prerequisite:* Soc. 101.

Functions and development of modern social welfare and the distinctive features of the field, designed primarily to assist in the understanding of social welfare problems and services.

### **Soc. 109 Principles of Case Work** **3 credits**

An introductory study of case work and group work theory, techniques of interviewing and recording, and a review and analysis of case history.

### **Soc. 201 Social Problems** **3 credits**

*Prerequisites:* Soc. 101, 102.

Problems of contemporary society; analysis of factors giving rise to them.

### **Soc. 203 Juvenile Delinquency** **3 credits**

*Prerequisites:* Soc. 101, 102.

A conceptual approach to deviant and delinquent behavior, contributing social problems, adolescence as a subculture with emphasis on the juvenile code ordinance, and treatment procedure.

**Soc. 205 Group Processes in Modern Society 3 credits**

*Prerequisites:* Soc. 101, 102.

Formation, structure and functioning of groups; group processes and group products; implications of various research techniques.

**Soc. 207 Population 3 credits**

*Prerequisites:* Soc. 101, 102.

Analysis of world populations; growth and decline patterns, migratory trends and ecology; worldwide implications to current population growth; critical review of major theoretical contributions with introduction to demographic methods.

**Soc. 210 Principles of Correction 3 credits**

An introduction to the basic concepts of Probation and Parole; the use of authority in corrective services; institutional treatment methods, a study of popular and professional concepts in correction.

**Soc. 215 Race Relations 3 credits**

*Prerequisites:* Soc. 101, 102.

An analytic approach to variations in subculture norms and values, communication difficulties, and emergent identities and self-images of minority groups in America. Problems of transcultural adjustments, the change of social, economic, and political status of minority groups.

**Soc. 222 Community Organization 3 credits**

*Prerequisites:* Soc. 101, 102.

A conceptual approach to group structure and stratification in society; basic patterns of social organization; and relationships of individuals and groups that sustain form, special interest groups, and life styles in a community.

**Soc. 242 The Family 3 credits**

*Prerequisites:* Soc. 101, 102.

A study of the contemporary patterns of marriage and family relationships in the U.S. A social psychological approach to factors associated with the life cycle of the family, including mate selection, marital interaction and adjustments, parent-child relationships, and the later years of married life.

**Soc. 271    Introductory Statistics for Behavioral Sciences    3 credits**

*Prerequisite:* Soc. 101.

Introduction to the purposes and procedures of statistics; calculating methods for the description of groups (data reduction), and for simple inferences about groups and differences between group means.

## Spanish

**Span. 101    Elementary Spanish    5 credits**

**Span. 102    Elementary Spanish    5 credits**

*Prerequisite for Span. 102 is 101.*

Designed to teach students to hear, speak, read, and write Spanish; oral practice emphasized.

**Span. 201    Intermediate Spanish    3 credits**

**Span. 202    Intermediate Spanish    3 credits**

*Prerequisite:* Spanish 102 or two years of high school Spanish.

Continuation of Spanish 102. Increasing emphasis on reading ability and cultural material; conducted in Spanish.

## Speech

**Sp. 68    Elementary Public Speaking I    2 credits**

Elementary speech composition.

**Sp. 111    Public Speaking I    3 credits**

Fundamentals of oral communication. Theory and practice of exposition and persuasion.



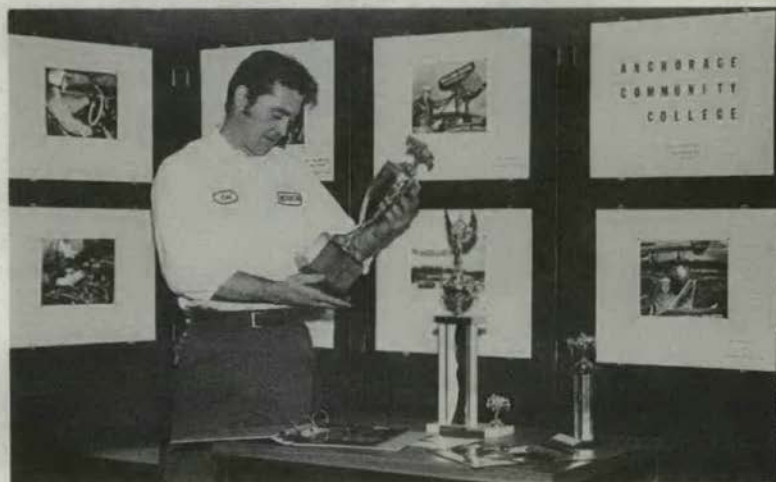


*The Anchorage Symphony Orchestra*

*Other Interests*



*Car Racing*



*The Winner*

*Field Trip to Matanuska Valley Farm*

## ANCHORAGE COMMUNITY COLLEGE ADMINISTRATION

Eugene Short .....	Dean	Ann Dunn .....	Registrar
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Ralph McGrath .....	Night Supervisor	Janet McMullin .....	Counselor
William R. Krager .....	Supervisor	Maya Stanley .....	Counselor
	Buildings and Grounds	Gene R. Smith .....	Counselor
John Vincent .....	Voc-Tec Coordinator	Richard Gelardin .....	Counselor

## UNIVERSITY OF ALASKA

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Dr. Donald R. Theophilus .....	Vice President for Academic Affairs
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Dr. Lewis E. Haines .....	Provost, Southcentral Regional Center

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Mr. Dennis O'Day  
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## **INSULATORS AND ASBESTOS WORKERS ADVISORY COMMITTEE**

Mr. Joe Armstrong  
Mr. Dick Herrick  
Mr. Jeff Johnson

Mr. Arthur E. Keller  
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## **IRONWORKERS APPRENTICESHIP AND JOURNEYMAN TRAINING ADVISORY COMMITTEE**

Mr. Dale Armstrong  
Mr. Vincent Durant  
Mr. Phillip Hammond

Mr. William R. Krager  
Mr. Tom McGeheuy  
Mr. James Wolcott

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Mr. James Claymore  
Mr. Don Hancock  
Mr. Harold Hollibaugh  
Mr. Roy Huhndorf  
Mrs. Yvonne Krotke  
Mr. C. R. Lewis  
Mr. George Lipsett  
Mr. Glenn Lundell  
Mr. Tom Martin

Mr. Charles Matlock  
Mr. Tom McGeuey  
Mr. Jack Montell  
Mr. William Morgan  
Mr. Don Parker  
Mr. Norman Schwalb  
Mr. Gayle Sheridan  
Mr. Ernest Swalling  
Mr. Jerome Tackes

## **MEDICAL LABORATORY ASSISTANTS ADVISORY COMMITTEE**

Mrs. Alice Howarth  
Mrs. Betty Karalunas  
Mrs. Sylvia Olmein  
Dr. Don Rogers

Dr. P. C. Beck  
Dr. M. F. Beirne  
Dr. Fred Strauss  
Mr. Charles King

## **PAINTERS AND DECORATORS ADVISORY COMMITTEE**

Mr. Robert Cecarelli  
Mr. Thomas Dooley  
Mr. Ben Humphries  
Mr. Juel Nielsen

Mr. Harold Soule  
Mr. Leroy Southwood  
Mr. Marshall Watkins  
Mr. Rudy Westley

## **PLASTERERS AND CEMENT FINISHERS ADVISORY COMMITTEE**

Mr. Wayne Davis  
Mr. Rod Loescher

Mr. Alvin Moe  
Mr. George Smith

## **PLUMBERS AND STEAMFITTERS ADVISORY COMMITTEE**

**Members Representing Management:**      **Members Representing Labor:**

Mr. Ed Byrnes  
Mr. Ronald Cooper  
Mr. Sam Lambert

Mr. George Cook  
Mr. G. L. Metcalf  
Mr. Ivan Solheim

## **PRACTICAL NURSE PROGRAM ADVISORY COMMITTEE**

Mrs. Dorothy Eaton  
Mrs. Patricia Kruze, R.N.  
Miss Meral Loewns  
Lt. Col. Meta Mills

Mr. Eugene Short, Ex-Officio  
Mr. Lillian Tolbott  
Mrs. Claramae Wehrer  
Mrs. Joyce N. Williams

## **SHEETMETAL WORKERS APPRENTICESHIP AND JOURNEYMAN TRAINING ADVISORY COMMITTEE**

**Members Representing Management and Labor:**

Mr. Marion Fox  
Mr. Donald Grant  
Mr. Ernie Jeffs

Mr. Roy Leonard  
Mr. Erlin Renke  
Mr. Eddie Roach

# Faculty — 1970 - -1971

## FULL - TIME

APPEL, DARLENE  
Office Administration  
Mankato State College B.S. '56

APPEL, KEITH  
Art  
Mankato State College B.S. '59,  
M.S. '62

AULETTA, VIRGINIA  
English  
New York State Univ. B.S. '62,  
M.S. '68

BABCOCK, WILLIAM  
Sociology  
Springfield College, B.S. '60  
Columbia Univ., M.S.W. '63

BANKS, WILLIAM J.  
Electronics Instructor

BARKER, MARILYN H.  
Biology  
Miami Univ., A.B. '64  
Washington State Univ., PhD. '70

BENNETT, EARL M.  
Automotive

BLEWETT, PETER W.  
History  
Williamette Univ. B.A., '61  
John Hopkins Univ., M.A., '64

CHEESEMAM, JOSEPH  
Welding

COMBS, ALEX D.  
Art  
Temple Univ., B.F.A., '49, B.S. Ed.,  
M.F.A. '52

COMER, KENNETH LEE  
Welding

CONNORS, JOSEPH  
Speech  
Univ. of Mont., B.A., '56, M.A. '70

DECKER, DORIS  
Office Administration  
Husson College, B.S. '59

DOUGLAS, ELVERA  
Music  
Bethel College, B.A. '46  
Northwestern Univ., M.M. Ed. '48

FECZKO, LOIS  
Russian/English  
Indiana Univ., A.B. '62, M.A. '66

GARDENHEIR, NEIL C.  
Electronics

GELARDIN, RICHARD  
Counseling  
East Central State College, B.A. '60  
Univ. of Montana, M. Ed '69

GOULD, JAMES V.  
Police Administration  
Fresno State College, B.A. '65  
M.S. '68

GRANT, CAROL  
Psychology  
Los Angeles State College, B.S. '58  
So. Methodist Univ., M.A. '68

GROSS, ANN (NANCY)  
Adult Basic Education  
State College, B.S.Ed. '53  
Ed. M. '61

GUSTAFSON, OFELIA  
Medical Lab. Assistants  
Baylor Univ., B.S. '62

HART, JOHN C.  
History  
Ursinus College, B.A. '49  
Temple Univ., M.Ed. '59

HAYCOX, STEPHEN W.  
Seattle Univ., B.A. '66  
Univ. of Oregon, M.A. '67  
Ph.D. '70

HEIMBUCK, BONNIE  
Mathematics  
Nebraska State College, B.A. '48  
Univ. of Texas, M.A. '67

HITCHCOCK, KAY  
English  
Univ. of Alaska, B.A. '60,  
M.A. '62



# Faculty — 1970 - -1971

HOKE, DAVID

Mathematics

Manchester College, B.A. '61

Univ. of Arizona, M.S. '64

HUNKE, NAOMI

English

Pacific College, B.A. '50

Grand Canyon College, B.S. '60

Arizona State College, M.A. '62

HUSSEY, C. WAYNE

Adult Basic Education

West Chester State College, B.S. '59

IRANY, JAMES

Sociology

Wisconsin State College, B.S.C. '53

Univ. of Wisconsin, M.S.W. '56

JOHNSON, GENE W.

Counselor

Montana State Univ., B.S. '60

Rutgers Univ., Ed.M. '64

JOYNER, JOSEPH M.

Political Science

Colorado Univ., B.A. '56

Oklahoma Univ., M.A. '65

KEIMS, DORAS

Practical Nursing Coordinator

Univ. of Washington, B.S. '51

KNAPP, DAVID R.

Assistant Director

Univ. of Nebraska, M.Ed. '55

KRAGER, WILLIAM

Supt. Buildings and Grounds

Stout State College, B.S. '58

KYNELL, KERMIT S.

Political Science

Stanford Univ., B.A. '52, M.A. '53

LEACH, ROBERT F.

Electronics Coordinator

LESH, NANCY L.

Administrative Librarian

Williamette Univ., B.A. '66

Simmons College, M.S. '67

LONG, HOWARD

Welding Tech. Supervisor

Wheaton College, B.S. '40

LOVE, DALE F.

Automotive

LUCAS, TONY

Electronics

McDONALD, BEATRICE

Office Administration

State Teachers College, B.S.Ed '33

Boston Univ., M.Ed. '54

McGRATH, RALPH

History

St. Ambrose College, B.A. '62

Univ. of Iowa, M.A. '67

McMULLIN, JANET H.

Counselor

Univ. of Washington, B.S. '58,

M.Ed. '69

MISHLER, BARBARA

English

Gettysburg College, B.A. '59

Univ. of Colorado, M.A. '67

MOHR, DONALD

Social Services Aide

MONSON, THOMAS

Accounting

Brigham Young Univ., B.S. '67,

M.A. '68

NICHOLAS, JANICE

Biology

Colorado State Univ., B.S. '58,

B.S. '62

O'MAHONEY, WILLIAM J.

Electronics

PETERS, JON

Economics

Univ. of Oregon, B.A. '68, M.A. '70

POND, ROBERTA

Psychology

Abilene Christian College, B.S. '59

Pepperline College, M.A. '61

REED, SUE ELLEN

Circulation Acquisition Librarian

Univ. of Alabama, B.S. '69

SCHEER, EUGENE B.

Electronics

## Faculty — 1970 - 1971

**SCHMIDT, DIANE**  
Adult Basic Education  
Memphis State Univ., B.S. '65

**SCHUSTER, E. J. E.**  
Sociology  
Alaska Methodist Univ., B.A. '67  
Univ. of Ore., M.A. '68, Ph.D. '70

**SIEMENS, WILLIAM**  
Psychology  
Viola College, Th.M. '48  
Wheaton College, B.A. '57  
Pepperdine College, M.A. '58  
Claremont Graduate School,  
Ph.D. '68

**SHORT, EUGENE**  
Dean  
College of the Pacific, A.B. '41  
Stanford Univ., M.A. '58

**SMITH, EUGENE R.**  
Counselor  
Univ. of Utah, B.S. '52  
Trinity Univ. of Texas, M.S. '62

**SOMMER, WASSILY**  
Art  
Fleischer School '55  
Philadelphia Museum of Art, '56  
Pennsylvania Academy of Fine  
Arts, '59

**STANFILL, MARYDEE R**  
English  
Vassar, B.A., '60  
Univ. of Colorado, M.A. '70

**STANLEY, MAYA D.**  
Counselor  
Adelphia Univ., B.A. '67  
Florida Atlantic Univ., M.Ed. '69

**STOCKSTILL, DALE**  
Automotive

**STOWELL, ANNA BUSS**  
Foreign Languages  
Univ. of Minn., B.A. '27, M.A. '28

**TAYLOR, LAWRENCE B.**  
Mathematics  
Southern Oregon College, B.S. '65  
Univ. of Oregon, M.A. '70

**VAN KOOTEN, MARJORIE**  
Practical Nursing  
St. Joseph's Hospital School of  
Nursing, Calvin College, B.A. '59

**VINCENT, JOHN L.**  
Vocational Technical Director  
Univ. of Notre Dame, B.A. '55

**YENNY, PATRICIA**  
Practical Nursing  
Univ. of Chicago, Ph.B. '46  
Univ. of Illinois, B.S. '50

### PART - TIME

**ASHCRAFT, CHARLES O.**  
Business Administration  
Phillip Univ., B.S. '58, M.E. '65

**BAILY, DOUGLAS B.**  
Police Administration  
Univ. of Illinois,  
College of Law, LLB '64

**BAKKE, NORMAN O.**  
Welding

**BEIER, BARBARA JEAN**  
Office Administration  
Univ. of Denver, B.S. '65

**BITTLINGMAIER, KURT**  
Engineering Science  
German, B.S. '59, M.S. '62  
Univ. of Alaska, M.S. '69

**BOWEN, ANITA**  
Adult Basic Education  
Western Kentucky Univ., B.S. '67

**BOWEN, ROBERT O.**  
Journalism/English  
Univ. of Alabama, B.A. '48,  
M.A. '50

**BRITCH, MARGO**  
Office Administration  
Univ. of Alaska, Ed. B.A. '69

# Faculty — 1970 - -1971

**BROWN, CHARLES B.**  
History  
Colorado State, A.B. '65, M.A. '66

**BUNDE, CONLEY R.**  
Speech  
Univ. of Washington, B.A. '66

**CLAUSEN, BARBARA**  
Physical Education  
Univ. of Colorado, B.S. '65

**COATS, JAMES W.**  
Psychology  
College of Idaho, B.A. '52  
Univ. of Utah, M.S. '57

**DAVIS, NANCY**  
Anthropology  
Univ. of Chicago, M.A. '65

**EATON, EUGENE D.**  
Economics  
Univ. of Colo., B.A., '65, M.A. '67

**FARRELL, MYRON T.**  
Adult Basic Education  
Valley City State College, B.S. '64

**FRIDLEY, MARY C.**  
Art  
Univ. of Denver, B.A. '38  
Alaska Methodist Univ., M.A. '68

**GAUCHAY, CATHERINE**  
Home Economics  
Brigham Young Univ., B.S. '47,  
M.Ed. '67

**GEIGER, ARNOLD A.**  
Engineering Sciences  
Stout State Univ., B.S. '65

**GILCHRIST, PAT**  
Adult Basic Education  
Univ. of Washington, B.A. '47

**GROH, CLIFFORD**  
Business Administration  
St. Laurence Univ., B.S. '48  
Univ. of New Mexico, B.L. '51

**GRUBE, MERRILL E.**  
Journalism  
Rio Grande College, B.E.Ed. '57

**GUETSCHOW, PAULA**  
English  
U. of British Coloumbia, B.A. '67  
Univ. of Oregon, M.A. '68

**HERRICK, THOMAS H.**  
Psychology  
Ohio Northern Univ., B.A. '49

**HUNTER, IDA**  
Aide—Adult Basic Education

**JACQUOT, LOUIS F.**  
History  
Western Univ. State, B.A., '62,  
M.Ed. '67

**JANIS, SALLY A.**  
Office Administration  
Michigan State Univ., B.A. '64

**JEFFERS, JAMES R.**  
Psychology  
Univ. of Denver, B.A. '49, M.A. '55

**JOHNSTON, JANE E.**  
Adult Basic Education  
Whitworth College, B.A. '65

**KILB, BARBARA A.**  
French  
Valparaiso Univ., B.A. '59  
Univ. of Wisconsin, M.A. '68

**KIRSCHBAUM, ARMOND**  
Art

**KRAGER, BLANCHE**  
Aeronomics  
Wisconsin State, B.S. '58

**KUNNUCK, PETER**  
Coordinator, Social Services

**MacKENZIE, MARIE**  
English  
Univ. of Southern Calif., A.B. '48,  
M.S. '49

**MAHAFFEY, DIANNE P.**  
Office Administration  
Colo. State College, B.A. '59

**MISHLER, CRAIG**  
English  
Univ. of Michigan, B.A. '64  
State Univ., M.A. '67



## Faculty — 1970 - -1971

**MOORE, DELNO H.**

Biology

Univ. of Idaho, B.S. '50,

M. Nat. Sci. '65

**NIELSON, BURL**

Physcis

Neb. St. Teachers College, B.S. '48

Univ. of Wyoming, M.A. '52

**PALMIER, JOSEPH P.**

Police Administration

Franklin & Marshall, A.B. '59

Williamette Ph.D. '68

**PINKERTON, FRANK**

Music

Univ. of New Mexico, M.Ed. '60

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Biology

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# INDEX

Accounting .....	24, 31, 33	Faculty .....	74-78
Accreditation .....	6	Fees and Expenses .....	10, 11
Address .....	1	Fire Science .....	27, 46-48
Administration .....	71	French .....	48
Admission Requirements .....	9	Full-time Students .....	9
Adult Basic Education .....	33	General Educational Development Tests (GED) ....	20
Advisory Committees .....	72-73	General Information .....	5
Aeronautics .....	34	Geography .....	49
Affiliated Organizations .....	18	Geology .....	49
Anchorage Community College Administration .....	71	German .....	50
Anthropology .....	34	Grade Points .....	20
Apprenticeship .....	72-73	Grading System .....	19
Armed Service Tuition Assistance .....	15	Graphoanalysis .....	50
Art .....	34-36	Graduation Requirements .....	22-23
Associate in Arts Degree .....	22	Greater Anchorage Borough School District Administration	71
Automotive Technology .....	36-37	Ground Schools .....	34
Behavioral Science .....	25, 37	High School Diploma .....	20
Biology .....	38	History .....	50-51
Bookkeeping .....	31	Home Economics .....	51-52
Business Administration .....	38-39	Humanities .....	52
Calendar .....	3	Information, General .....	5
Chemistry .....	39	Introduction .....	4
Chorus .....	58	Journalism .....	52
Civil Engineering .....	40	Late Registration .....	11
Class Schedule .....	31	Library .....	18
Clerical Staff .....	79	Location .....	6
Commencement .....	23	Maintenance .....	79
Commencement Fee .....	11	Map .....	82
Counseling .....	16	Materials Technology .....	28, 54-57
Course Description & Numbering .....	31	Medical Laboratory Assistant....	58
Credit By Examination .....	11	Mathematics .....	53-54
Dance .....	62	Music .....	58-59
Data Processing .....	40	Non-degree Programs .....	20
Degree & Non-degree Programs	20	Nursing Science .....	59-60
Degrees, Associate .....	22-30	Office Administration .....	60-62
Dental Assistant .....	40-41	Organizations, Affiliated .....	18
Drafting .....	44	Part-time Students .....	10
Economics .....	41	Photography .....	52
Electronics Technology .....	26, 42-44	Physical Education .....	62-63
Engineering Science .....	44-45	Physics .....	63
English .....	45-46	Police Administration .....	29, 63-65
		Political Science .....	65-66



## INDEX

Practical Nursing .....	59-60	Student Financial Aids .....	13
Psychology .....	66-67	Student Government .....	19
Purpose .....	5	Student Responsibility .....	13
Refund Policy .....	12	Subject Classification .....	22
Registration .....	11	Surveyor Refresher .....	40
Russian .....	67-68	Testing .....	17
Schedule Changes .....	11	Transfer Credits .....	10
Selective Service .....	15	Transcripts .....	20
Sociology .....	68-70	University of Alaska	
Southcentral Regional Center...	6	Administration and	
Spanish .....	70	Board of Regents .....	71
Speech .....	70	Upper Division Students .....	10
Speed Reading .....	45	Veteran Education .....	15

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